

## A Message From TWU Local 100

If you're worried about your job getting in the way of your ability to vote on Election Day, don't be *because*...

... NY State requires that workers be given time off to vote IF their working hours would prevent them from making it to the polls. Local 100 recently reminded the MTA of its obligation to notify its workforce of this right and to make it possible for affected workers to leave early or report late. The MTA has posted a notice (*at right.*)

### Here's what you need to know:

The law specifies that, in order to vote, you are entitled to four consecutive hours between the opening of the polls and the start of your tour OR four consecutive hours between the end of your tour and the closing of the polls.


If you have less than those four hours, you have the right to take time off the job to make it possible for you to vote. You can take off up to two hours with pay. **For example**, in NY, the polls are open from 0600 to 2100. If you are schedule to report to work before 1000, or your job clears later than 1700, you can take off up to two hours – with pay – if that is needed to ensure you are able to vote. This right is not limited to members who live in NY. Members who live in other states and have less than the required four hours between their tours and when the polls close, are also entitled to take needed time off.

If you need time off to vote, you must notify your supervisor between Oct 30 and Nov 6. Arrangements must then be made for you to either report late or leave early. Be sure to get some sort of written confirmation that you gave notice. Put the notification in writing and ask the supervisor to sign that it was received.

**On Election Day, Nov 8, if your supervisor tells you that you must work OT (to make an extra trip or cover a booth or for any reason), and this would give you less than four consecutive hours between the time you clear and 2100, you can decline the OT.**




**Memorandum**

 **New York City Transit**

PLEASE POST  
(through Tuesday, November 8, 2016)

**Date:** October 24, 2016

**To:** All Employees

**From:** David Franceschini, Acting Vice President, Labor Relations 

**Re:** ELECTION DAY 2016

Tuesday, November 8, 2016 is Election Day. The polls in New York will open during the hours of 6:00 AM to 9:00 PM.

**Time Allowed Employees to Vote**

Section 3-110 of the New York State Election Law provides voting time for all hourly and annually rated employees whose collective bargaining agreements do not provide for an Election Day holiday. Below are the guidelines established under the law:

1. If a registered voter does not have sufficient time outside of his/her working hours, within which to vote at any election, he/she may, without loss of pay for up to two hours, take off so much working time as will, when added to his/her voting time outside his/her working hours, enable him/her to vote.
2. If an employee has four consecutive hours either between the opening of the polls and the beginning of his/her working shift, or between the end of his/her working shift and the closing of the polls, he/she shall be deemed to have sufficient time outside his/her working hours within which to vote. If he/she has less than four consecutive hours, he/she may take off so much working time as will when added to his/her voting time outside his/her working hours, enable him/her to vote, but not more than two hours of which shall be without loss of pay, provided that he/she shall be allowed time off for voting only at the beginning or end of his/her working shift, as the employer may designate, unless otherwise mutually agreed.
3. If the employee requires working time off to vote, he/she shall notify his/her employer not more than ten nor less than two working days before the day of the election that he/she requires time off to vote in accordance with the provisions of this section.
4. Not less than ten working days before every election, every employer shall post conspicuously in the place of work where it can be seen as employees come or go to their place of work, a notice setting forth the provisions of this section. Such notice shall be kept posted until the close of polls on Election Day.

