

**RULES AND REGULATIONS  
FOR  
ELECTION OFFICIALS TRAINING**

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## Scope of Rules

These rules and regulations will set forth the procedures for coordinating election official training. These rules are in addition to and not a substitute for the laws of the State of Arkansas.

## § 200 Definitions

- (a) Election Official – a person who is a member of the county board of election commissioners or a person who is a poll worker, having been designated by a county board of election commissioners to be an election clerk, election judge, or election sheriff.
- (b) Polling Site – a location selected by the county board of election commissioners where votes are cast.
- (c) Primary Election – any election held by a political party in the manner provided by law for the purpose of selecting nominees of said political party for certification as candidates for election at any general or special election in this state.

## § 201 Qualifications of Election Officials Designated as Poll Workers<sup>1</sup>

- must be qualified electors of this state,
- must be able to read and write the English language,
- must be residents of the precincts in which they serve at the time of their appointment,
- must not have been found guilty or pled guilty or nolo contendere to the violation of any election law of this state,
- must not be a paid employee of any political party,
- must not be a paid employee of any person running for any office,
- must not be married to or related within the second degree of consanguinity to any candidate running for office in the current election if objection to such service is made to the county board of election commissioners within ten (10) calendar days after the posting or publishing of the list of election officials,
- must not hold at the time of the election any office, appointment, or employment in federal, state, county, or city government,
- must not hold at the time of the election any office, appointment, or employment with any municipal board, commission, or trust in any city, except justices of the peace, aldermen, notaries public, and members of the military,
- must not be a candidate for any office to be filled at an election at which he/she shall serve.

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<sup>1</sup> Ark. Code Ann. § 7-4-109; Art. 3, § 10 of the Arkansas Constitution

## **§ 202 Required Training**

- The county board of election commissioners for each county shall designate two (2) election officials per polling site to attend election training coordinated by the State Board of Election Commissioners.<sup>2</sup>
- At least one (1) election official at each polling site shall have attended election training coordinated by the State Board of Election Commissioners.<sup>3</sup>

## **§ 203 Compensation<sup>4</sup>**

- Compensation for attending election official training coordinated by the State Board of Election Commissioners shall be at the rate of the federal hourly minimum wage for number of hours in attendance.
- Election Officials must work a polling site on the election day immediately following the training to be eligible for reimbursement for attendance at election official training.
- Compensation will be paid to the county for purpose of reimbursing election officials for attending training.
- Each county shall be reimbursed a minimum amount equivalent to two (2) eligible election officials per polling site at federal hourly minimum wage for the number of hours in attendance at training, up to a maximum of three (3) hours each.
- Each county may be reimbursed a maximum amount equivalent to six (6) eligible election officials per polling site at federal hourly minimum wage for the number of hours in attendance at training, up to a maximum of three (3) hours each, if appropriations are available.
- Each county board of election commissioners must certify and attest to those election officials eligible for reimbursement on forms provided by the State Board of Election Commissioners to the counties for that purpose.
- Failure to comply with the rules developed by the State Board for the administration of election officials' training could result in withholding of reimbursement of funds to the counties until all requirements are met to the satisfaction of the State Board.

## **§ 204 Training Materials**

- The State Board of Election Commissioners will provide training materials to each of the seventy-five (75) counties.
- Training of election officials by the staff of the State Board of Election Commissioners is available to each county upon request.
- Any county desiring to conduct its own election officials' training must use the materials provided by the State Board of Election Commissioners. Any exception must be by prior written request to the State Board of Election Commissioners with prior written approval by the Board.

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<sup>2</sup> Ark. Code Ann. § 7-4-109(f)(1)

<sup>3</sup> Ark. Code Ann. § 7-4-107(b)(1)(B)

<sup>4</sup> Ark. Code Ann. § 7-4-109(f)(2)