

**RULES  
FOR  
COUNTY ELECTION COMMISSIONERS  
TRAINING**

**(Effective December 1, 2005; Revised October 5, 2007)**



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## Scope of Rules

These rules will set forth the procedures for training members of the county boards of election commissioners in the 75 counties in the State. These rules are in addition to and not a substitute for the laws of the State of Arkansas.

## §700 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) 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.

## §701 Qualifications of County Election Commissioners<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 county in which they serve at the time of their appointment or election;
- 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 paid employees of any political party;
- must not be paid employees of any person running for any office on that county's ballot;
- must not participate in any campaign for persons listed on that county's ballot except for financial contributions;
- must not be employed with a company that has any business dealings, contracts, or pending contracts with the county board of election commissioners at time of appointment to county board;
- must not be candidates for any offices to be filled at an election while serving on the county board, except,
- may appear on the ballot as candidates for positions in their political party while serving as members of the county board of election commissioners;
- 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 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;

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<sup>1</sup> A.C.A. §7-4-109/Act 489 of 2007; Art. 3, §10 of the Arkansas Constitution

- 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.

## **§702 Required Training**

- Prior to the regularly scheduled preferential primary election, each member of the county board of election commissioners for each county shall attend election training coordinated by the State Board of Election Commissioners.<sup>2</sup>
- Additional interim training may be conducted if deemed necessary and appropriate by the State Board.

## **§703 Compensation<sup>3</sup>**

- Each member of the county boards of election commissioners attending training conducted by the State Board of Election Commissioners will be reimbursed at a flat rate of \$100, plus mileage reimbursement at the rate established for state employees by state travel regulations, upon completion of the training by the State Board.
- Attendance by county election coordinators at the training sessions for county election commissioners is optional. Election coordinators will not be reimbursed by the State Board for attendance.
- The State Board shall issue certifications to all county election commissioners who successfully complete the training program. Such certification shall be valid for a period of two (2) years.
- Election commissioner training compensation will be paid directly to the counties, and only to those counties submitting reimbursement requests on forms approved and provided by the State Board to the counties for that purpose.
- Failure to comply with the rules developed by the State Board for the administration of election commissioners' training could result in withholding of reimbursement of funds to the counties until all requirements are met to the satisfaction of the State Board.

## **§704 Training Materials**

- The State Board of Election Commissioners will provide appropriate training materials to each of the county election commissioners attending training.

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<sup>2</sup> A.C.A. §7-4-109(e)(1)

<sup>3</sup> A.C.A. §7-4-109(e)(2)