



Kansas statutes allow absences from work within two consecutive hours from the opening and closing of the polls for employees to vote. This means that employees are allowed time between 7:00 A.M. – 9:00 A.M. and between 5:00 P.M. and 7:00 P.M. to vote. This will affect employees whose work hours do not allow them a two-hour block of time at the beginning and ending of the day.

The following are a few examples for illustration:

Employees who work 8:00 – 5:00 would have a two-hour block outside of normal work hours at the end of the day (from 5:00 – 7:00) so they would not use work time to vote.

Employees who work 9:00 – 6:00 have a two hour block outside of normal work hours in the morning (from 7:00 – 9:00) so they would not use work time to vote.

Employees who work 8:30 – 5:30 may need time off from work to vote – 30 minutes either before work or after work to allow a two-hour block of time for voting.

Employees who need to use work time to vote due to their normal work schedule, or have other extenuating circumstances, should contact their supervisor in advance. Time used for voting should be entered as Administrative Leave when reporting time.

*Reference: K.S.A. 25-418*