



City of Takoma Park
Board of Elections

Training Manual 1

**Election Worker
Code of Conduct**



Email: elections@takomaparkmd.gov
Takomaparkmd.gov/elections

TAKOMA PARK BOARD OF ELECTIONS

ELECTION WORKER CODE OF CONDUCT

Thank you for your service. The purpose of the Code of Conduct is (1) to ensure the safety and well-being of you and all other election workers, City staff, Board of Elections members, and all Takoma Park voters, and (2) to protect the integrity and fairness of the Takoma Park elections.

Strict adherence to these policies will be expected, and any of the following may result in your removal from the Takoma Park Election Worker program:

1. Arriving late or missing the Pre-Election meeting.
2. Failing to arrive or arriving late on Election Day without Board of Elections approval.
3. Not working on Election Day as assigned or directed.
4. Leaving the polling place during Election Day for any reason without Board of Elections approval.
5. Leaving the polling place early and before your election duties are complete.
6. Exhibiting disrespectful behavior towards the public, co-workers, or Board of Elections staff.
7. Use of inappropriate or profane language.
8. Appearing for training, the pre-election meeting or Election Day dressed inappropriately (e.g., dirty clothing, poor hygiene, or partisan attire).
9. Appearing for training, the pre-election meeting, or Election Day exhibiting inappropriate, abusive, or erratic behavior.
10. Failing to follow established election procedures or violating the Election Worker Safety Rules.
11. Unable to sufficiently perform the required tasks or duties.
12. Use of cell phones or electronic devices for non-election activities.
13. Any conduct that may endanger others' safety or well-being, including the failure to comply with the safety precautions relating to the Coronavirus.

I understand and agree with the Election Worker Code of Conduct.

(Print Name)

(Signature)

(Date)