



May 6, 2014

**ONTARIO PROVINCIAL ELECTION – June 12, 2014**

**NOTICE OF EMPLOYER OBLIGATION**  
**TO PROVIDE PAID TIME OFF TO VOTE**

BCA of Ontario Contractor:

Please be advised of the employer obligations to employees under the Ontario *Election Act* with respect to the upcoming June 12, 2014 provincial election:

- All employees who are qualified to vote are entitled to three consecutive hours for the purpose of voting on election day.
- Employers whose employees have three consecutive hours of their own time available during polling hours are not required to offer additional time for voting.
- If the hours of employment do not allow for three consecutive hours outside of the work day to vote, the employee may request from the employer that they allow additional time for voting as may be necessary to provide those three consecutive hours and the employer shall grant the request. This time off shall be paid without penalties.
- Employers have the right to decide the most convenient time of the day for the employee to be granted any necessary time off.
- Employees who wish to serve as returning officers or poll officials must request a leave at least seven days in advance. Employers are required to provide unpaid, job-protected leave for this purpose on voting day. The employer cannot request the employee take vacation time and shall not penalize the employee for exercising their right to this granted leave.

For the majority of the province, voting hours on election day will be from 9:00 a.m. to 9:00 p.m.

**PLEASE ENSURE A COPY OF THIS NOTICE IS  
PROVIDED TO YOUR PAYROLL DEPARTMENT**