



## Ohio Administrative Code

### Rule 111:3-5-04 Employees.

Effective: [March 28, 2022](#)

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(A) Wherever possible, the employee who provides registration assistance should be the same as the person who gives assistance in the application process for the regular services that the designated agency provides. Each employee assigned to voter registration activities shall be trained and if requested, shall provide to each such consumer who registers to vote the same degree of assistance as with regard to the completion of its own forms.

(B) Each agency coordinator shall train all employees and other persons assigned by the designated agency to work on voter registration activities, or shall arrange for its employees to receive such training, and shall provide such employees and other persons with instructional materials on voter registration to be supplied to each designated agency by the secretary of state. Each designated agency shall provide ongoing training for its employees involved in the designated agency's voter registration program.

(C) Employees and other persons working on voter assistance activities for a designated agency shall not do any of the following:

(1) Directly or indirectly seek to influence a consumer's political preference or party enrollment.

(2) Make any statement to a consumer or take any action, the purpose or effect of which is, to discourage the consumer from registering to vote; or

(3) Make any statement to a consumer or take any action, the purpose or effect of which is, to lead the consumer to believe that a decision to register or not to register has any bearing on the availability of services or benefits.

(D) Upon receipt of a completed registration form, the employee shall note, in indelible ink, the date such form was received by the designated agency. The date notation or stamp shall be of such nature or placed in a location that maintains as confidential, to any member of the public who may



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DOCUMENT #296517

request and receive access to the registration form, the identity of the designated agency through which a person registered.