

**From:** [newsletter](#)  
**To:** [newsletter](#)  
**Subject:** FCA NEWS FLASH: Administrative leave allowed for voting today, July 19, in local Maryland primaries  
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## **Administrative leave allowed for voting today, July 19, in local Maryland primaries**

By the Office of Agency Services, Human Resources Division

FCA and FCSIC employees may use up to four hours of administrative leave to vote today in Maryland's local primaries. For information on where to vote, see the [Voting Location Lookup](#) by the Maryland State Board of Elections. When coding your timecard, use transaction code 66 for administrative leave.

On March 7, 2021, President Biden issued [Executive Order \(EO\) 14019—Promoting Access to Voting](#), which allows government employees to use up to four hours of administrative leave for voting in connection with each election event (including primaries and caucuses) at the federal, state, local (i.e., county and municipal), tribal, and territorial level that does not coincide with a federal general election day. You may use this administrative leave for voting on the established election day or for early voting, whichever you prefer.

Also, FCA and FCSIC will allow you to use up to four hours of administrative leave *per leave year* to serve as a nonpartisan poll worker or to participate in nonpartisan observer activities at the federal, state, local, tribal, and territorial level. (A "leave year" starts on the first day of the first pay period that begins on or after Jan. 1 of the given year and ends on the day before the first day of the next leave year.) This leave is in addition to any administrative leave you use to vote.

If you have any questions, please contact Human Resources at [AskHR@fca.gov](mailto:AskHR@fca.gov).