

Lancaster County Election Commissioner

Instructions for Safety/Sanitation at the Polling Location on Election Day

Each precinct will be provided the following:

3 containers of hand sanitizer	Gloves (for poll workers)
1 container of disinfectant wipes	Masks (for poll workers, can wear own mask)
1 container of disinfectant spray	Face Shields (optional for poll workers)
2 rolls of paper towels	Masks for voters

- If your polling location is in an interior room, please keep the door to the room propped open to minimize touches on the door handles
- Each precinct will be provided with an additional roll of blue painter's tape. Where a waiting line would form, please place at least 5-7 lines six feet apart on the floor using the blue painter's tape to maintain social distancing.
- Poll workers must wear a mask and may choose to wear the provided gloves and/or face shields.
- Restrooms should only be used by the poll workers or staff of the facility.
- Each voter should be offered a mask and hand sanitizer before checking in/signing in with the clerk. We can strongly suggest voters wear a mask, but if they absolutely refuse, we cannot deny them their right to vote
- Instead of having the clerk print the voter's name in the sign-in register, have the voter print their name and then sign the register and print their address. (Please note this is a change from our normal instructions; normally the clerk prints the voter's name.)
- If possible, have two tables – one for the clerk(s) and another for the judge(s). Do your best to maintain social distancing of at least six feet.
- **Pens should be sanitized and reused throughout the day.** Please use disinfectant wipes or disinfectant spray and paper towels. Voter should use the pen to sign in and mark their ballot.
- Place the voting booths six feet apart, if possible. Set up at least one table for voters to sit, if needed. If setting up more than one table, place the tables six feet apart. If space is not sufficient to set up all polling booths with social distancing, reduce the number of booths you put up.
- Designate a spot for used ballot sleeves. Wait to clean sleeves until all but one has been used. This way multiple sleeves can be cleaned with one wipe. Wipes tend to dry out quickly.
- In order to reduce contact with the voters, we will not be providing "I Voted Today" stickers to voter. We anticipate the stickers will return in 2022.
- Wipe down the voting booths with a disinfectant wipe or disinfectant spray after each voter has completed voting.
- Wipe down the ExpressVote after each use with disinfectant wipes.
- Wipe down the door handles every hour.
- If working with a Provisional Voter, provide instructions from a distance of at least six feet and have the voter complete all the paperwork and then issue the voter a ballot. You could have a few with the Election Board paperwork portion pre-completed so only the voter would have to touch the application and envelope.