

**WEST VIRGINIA**  
**SECRETARY OF STATE**  
KEN HECHLER  
**ADMINISTRATIVE LAW DIVISION**

Form #5

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SECRETARY OF STATE

**NOTICE OF AGENCY ADOPTION OF A PROCEDURAL OR INTERPRETIVE RULE  
OR A LEGISLATIVE RULE EXEMPT FROM LEGISLATIVE REVIEW**

AGENCY: SECRETARY OF STATE TITLE NUMBER: 153

CITE AUTHORITY: WV CODE 3-1A, 3-8, 3-9

RULE TYPE: PROCEDURAL \_\_\_\_\_ INTERPRETIVE \_\_\_\_\_

EXEMPT LEGISLATIVE RULE XXXX  
CITE STATUTE(S) GRANTING EXEMPTION FROM LEGISLATIVE REVIEW

WV CODE 29A-1-3(c)

AMENDMENT TO AN EXISTING RULE: YES XX, NO \_\_\_\_\_

IF YES, SERIES NUMBER OF RULE BEING AMENDED: SERIES 10

TITLE OF RULE BEING AMENDED: ELECTION EXPENDITURES

IF NO, SERIES NUMBER OF NEW RULE BEING ADOPTED: \_\_\_\_\_

TITLE OF RULE BEING ADOPTED: \_\_\_\_\_

THE ABOVE RULE IS HEREBY ADOPTED AND FILED WITH THE SECRETARY OF STATE. THE  
EFFECTIVE DATE OF THIS RULE IS NOVEMBER 3, 1988



KEN HECHLER, SEC. OF STATE

TITLE 153  
LEGISLATIVE RULES  
SECRETARY OF STATE

SERIES 10  
ELECTION EXPENDITURES

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OFFICE OF THE SECRETARY OF STATE

**§153-10-1. General.**

1.1. Scope. -- These legislative rules regulate the employment of election workers and regular campaign staff, rate of payment, method of payment, reporting requirements and forms utilized for compliance. These legislative rules apply to all municipal, county, state or national elections conducted in this State.

1.2. Authority. -- W. Va. Code §3-1A-6, §3-8-1, §3-8-11, §3-8-12, §3-9-12, §3-9-13, §3-9-16 and West Virginia Supreme Court of Appeals Order No. 16884

1.3. Filing Date. -- November 3, 1988

1.4. Effective Date. -- November 3, 1988

**§153-10-2. Policy.**

The Legislature through West Virginia Code subsection (d), section six, article one-a; section one, article eight; subsection (c), section eleven; subsection (e), section twelve, article eight; sections twelve, thirteen and sixteen, article nine, all of chapter three clearly addresses the intent of the Legislature to prevent the buying and selling of votes. Pursuant to statutory authority, it is the policy of the State Election Commission and the Secretary of State that unreasonable, excessive and grossly disproportionate expenditure of money in relation to services rendered represents the buying of votes or influence to obtain a public office. The following rules are established to carry out this policy.

**§153-10-3. Definitions.**

3.1. "Paid Campaign Staff" means an individual employed by a candidate, party committee or political action committee who works in excess of twenty (20) hours per week on a regular and continuing basis and who is paid a regular salary out of which is deducted withholding tax and social security obligations.

3.2. "Paid Election Worker" means an individual employed by a candidate, party committee or political action committee on an intermittent, temporary or irregular basis.

3.3. "Volunteer Election Worker" means an individual providing services to a candidate or committee without pay or other compensation for services, not including expenses.

3.4. "Committee" means an association of persons organized to advocate the election or defeat of one or more candidates or the passage or defeat of one or more ballot issues, and which is required to file a statement of organization pursuant to West Virginia Code section four, article eight, chapter three no later than sixty (60) days before the election.

3.5. "Candidate's Authorized Committee" means a committee organized for the support of one (1) candidate with the knowledge and consent of that candidate

3.6. "Party Committee" means the municipal, county, district or state executive committee of a political party.

3.7. "Political Action Committee" means a committee organized by one or more individuals, corporations, associations, labor unions or organizations for the purpose of advocating or opposing the nomination or election of one or more candidates or the passage or defeat of one or more ballot issues.

**§153-10-4. Exceptions.**

4.1. Payments for contracted services with a person or business licensed to do business in the State of West Virginia are not limited by these regulations: Provided, however, That payments to election workers or campaign staff employed or provided by a licensed person or business on behalf of a candidate or committee are subject to these regulations. Such paid

election workers employed for election day work will be calculated as part of the total paid workers allowed for that candidate or committee pursuant to Section 8 of these rules.

4.2. The number of volunteer election workers utilized on election day is not limited by these regulations.

#### §153-10-5. Payment Of Election Workers.

5.1. An election worker's pay, including direct or indirect payments for expenses, shall not exceed five dollars (\$5.00) per hour up to a maximum of thirty-five dollars (\$35.00) regardless of the source or sources of the payment or the hours worked in any given day.

5.2. Payment shall be by check for any and all services provided or expenses incurred by any paid election worker.

5.3. Any check issued for payment to any paid election worker shall clearly indicate the name of the candidate or committee issuing the check, and the name and social security number of the person to whom the check is issued.

5.4. No check may be issued to any paid election worker before that worker has submitted to the candidate or committee an itemized statement on a form prescribed by the Secretary of State showing the specific work performed, the times and dates of the work and the amount of pay to be issued by the candidate or committee to the election worker for the work reported.

5.5. The candidate or committee shall attach all itemized statements, upon which payment was made, with the financial statement, for the reporting period during which the check was issued.

5.6. The candidate or committee shall comply with all Internal Revenue Service laws, regulations and reporting requirements as they relate to the payment of election workers.

#### §153-10-6. Payment Of Campaign Staff.

6.1. Paid campaign staff may be paid in excess of thirty-five dollars (\$35.00) per day, but such pay may not exceed that which is reasonable and fairly commensurate with similar services rendered in the pri-

vate sector.

6.2. Payment shall be by check for any or all service provided by any paid campaign staff worker.

6.3. Any check issued for payment to any paid campaign staff worker shall clearly indicate the name of the organization or person issuing the check and the name and social security number of the person to whom the check is issued.

6.4. The candidate or committee shall file with the financial statement the names and social security number of each paid campaign staff worker employed during the reporting period covered by the financial statement, along with the job title, description of duties, rate of pay, beginning and ending employment dates and work schedule of each paid campaign staff worker.

6.5. The candidate, party committee or committee shall comply with all Internal Revenue Service laws, regulations and reporting requirements as they apply to the payment of campaign staff.

#### §153-10-7. Reimbursement For Expenses Of Volunteer Election Workers.

7.1. A candidate or committee may reimburse a volunteer election worker for actual expenses incurred up to a maximum of fifteen dollars (\$15.00) per day.

7.2. Payment to a volunteer election worker for any and all expenses incurred shall be made by the candidate or committee by check.

7.3. A volunteer election worker who receives a total reimbursement for expenses of fifty dollars (\$50) or more during any election campaign shall submit to the candidate or committee an itemized statement on a form prescribed by the Secretary of State showing the date, the specific amount and purpose of each expense incurred, the name of each vendor paid and the total amount of reimbursement to be received.

7.4. Reimbursement for mileage shall not exceed twenty cents (\$.20) per mile.

7.5. The candidate or committee shall attach any forms itemizing expenditures to the post election financial statement.

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**§153-10-8. Employment Of Election Workers By Candidates Or Candidate's Authorized Committee.**

8.1. Each candidate or candidate's authorized committee, but not both, may employ paid election workers solely for the candidate's personal campaign: Provided, however, That within the limits of one (1) election worker per precinct, as set forth in Section 8.2 of these rules, two (2) or more candidates or candidates' authorized committees may jointly employ paid election workers only when the payment to each worker is equally divided among the candidates or committees.

8.2. Under no circumstances shall a candidate or candidate's authorized committee employ directly or indirectly in excess of one (1) paid election worker per precinct within the area the candidate is seeking to represent. The total number of election workers employed to work within any county shall not exceed the total number of precincts in which the candidate appears on the ballot within that county.

8.3. A candidate or candidate's authorized committee may not make indirect contributions to other candidates or committees by having paid election workers drive voters, distribute literature or perform any other task on behalf of another candidate.

**§153-10-9. Employment Of Election Workers By Party Committees.**

9.1. Each party committee may employ election workers: Provided, however, That a municipal executive committee may not employ election workers on any county, district or statewide election day and a county, district or statewide executive committee may not employ election workers on any municipal election day.

9.2. Any state party executive committee may employ not more than one (1) paid election worker per precinct within any county.

9.3. Any county executive committee, or combination of county and district executive committees of the same political party, may employ not more than one (1) election worker per precinct within a county.

9.4. Any municipal executive committee may employ not more than one (1) paid election worker per precinct within the city.

**§153-10-10. Employment Of Election Workers By Political Action Committees.**

10.1. Each political action committee may employ election workers.

10.2. Regardless of the number of candidates or issues supported or opposed by a political action committee, the total number of paid election workers employed by such committee to work within any county may not exceed the total number of precincts within that county in which candidates or issues supported or opposed appear on the ballot.

10.3. Each political action committee shall report the amount of expenditures made on behalf of each candidate or to promote the defeat of a candidate.

**§153-10-11. Forms.**

All forms necessary for the complying with these rules shall be prescribed by the Secretary of State and available from the Secretary of State's office and county clerk's office.

**§153-10-12. Severability.**

If any provision of these rules or the application to any person or circumstances shall be held invalid, such invalidity shall not affect the provision or application of these regulations which can be given effect without the invalid provision or application and to this end the provisions of these regulations are declared to be severable.

**§153-10-13. Penalties.**

Penalty for violation shall be as prescribed in West Virginia Code section twenty-three, article nine, chapter three, as a misdemeanor, and, upon conviction shall be fined not more than one thousand dollars (\$1,000), or, in the discretion of the court, be confined in jail for not more than one (1) year.

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