

CALIFORNIA SECRETARY OF STATE BALLOT PRINTING AND ELECTRONIC POLL BOOK CERTIFICATION PROGRAMS

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Ballot Printing



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Certification [2 CCR §20220 & § 20226]

No ballot printer may produce, finish, solicit, or accept orders for ballot cards without written certification from the SOS.



Certification Phases

Application

- Application & Supporting Documentation Review.

Testing

- Ballot print vendor submits ballots to voting system vendor(s).

Post-Testing

- SOS inspects facilities, as deemed necessary, including biennial inspections.



Application [2 CCR §20221]

- Applicant information.
- Equipment utilized (Press, Ink, etc.).
- Voting system certification/approval letters.
- Ballot accounting and inventory records.
- Identification of all personnel with warehouse access.



Testing & Costs [2 CCR § 20222 & § 20224]

- Testing completed by either:
 - A State-approved testing agency (S-ATA).
 - The voting tabulation system vendor.
- Testing confirms the ballots scan in the voting system(s).
- Ballot printer is responsible for all testing costs.



Facility Inspections [2 CCR § 20225 & 20231]

- Prior to certification, or any change, SOS inspects facilities.
- Biennial facility inspections are conducted.



Subcontracting [2 CCR § 20227]

- Subcontractor must also be certified.
- Subcontractor governed under regulations.
- Principle printer accountable for subcontractor.



Discovery of Defects [EC § 13004(d)]

Ballot printer must notify the SOS and the affected jurisdiction, in writing, within 24 hours after it discovers any flaw or defect in its process.



Decertification [2 CCR § 20232]

- Certifications are valid until revoked by the SOS if the printer:
 - Is incapable of producing ballot cards.
 - Failed to comply with regulations.



Certified Ballot Printers

- Admail West, Inc.
- Election Systems and Software Inc. (ES&S)
- Fort Orange Press
- K&H Integrated Print Solutions
- Mailing Systems Inc.
- Orange County Publishing Services
- ProVote Solutions
- RunBeck Election Services



Electronic Poll Books



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Definition [2 CCR § 20150]

“Electronic poll book” means an electronic list of registered voters that contains the:

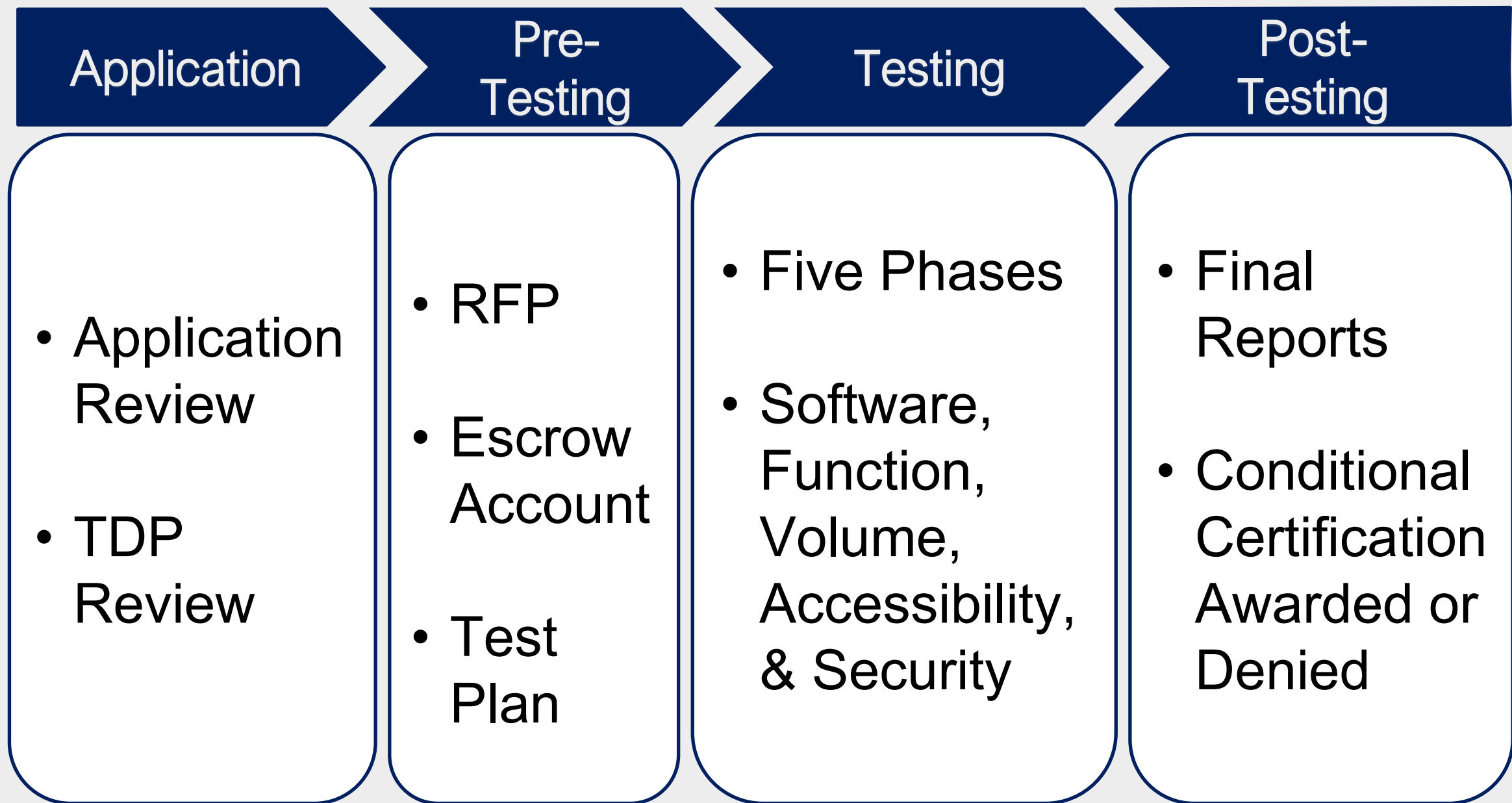
- Name.
- Address.
- Precinct.
- Party preference.
- If the voter has been issued a vote by mail ballot.
- If the vote by mail ballot has been received.

Certification [EC § 2550(b) & 2 CCR § 20159]

- An electronic poll book may only be used if certified by the SOS.
- Purchase, installation, demos, or training do not constitute “use” in an election.
- Any change or modification must be examined by SOS.



Certification Phases



Application [2 CCR §20152]

- Applicant information.
- Identification of hardware, firmware, and software.
- A list of current and past system users.
- System documentation (Technical Data Package (TDP)).
 - Use Procedures.
 - Maintenance Documentation.
 - Operation Manual(s).
 - Security Procedures Documentation.
 - Training Manual(s).



Testing & Cost [2 CCR §20156 & § 20154]

- SOS shall conduct and/or oversee testing.
- Applicant responsible for all costs.
- Funds deposited into an escrow account.



System Requirements [2 CCR § 20158]

- No voting system connectivity, at any time.
- Be compatible with county EMS systems.
- Encrypt all data at a minimum of AES 256-bit.
- Must produce audit records.
- Must follow requirements for wireless network utilization.



Notification [2 CCR § 20161]

Vendors and jurisdictions shall notify the SOS within 24 hours upon discovery of any electronic poll book:

- Breach,
- Attempted Breach,
- Defect,
- Failure, or
- Fault.



Certified Electronic Poll Book Vendors

- KNOWiNK Poll Pad
- Tenex Software Solutions Precinct Central



Additional Information

Ballot Printing Information

<https://www.sos.ca.gov/elections/ovsta/certification-and-approval/ballot-printerballot-demand-bod-certification>

Electronic Poll Book Regulations

<https://www.sos.ca.gov/administration/regulations/current-regulations/poll-books/>



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Questions

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<https://www.sos.ca.gov/elections/ovsta>



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