

A Review of Duties and Responsibilities of Electoral Boards and General Registrars

Report from the General Registrar/Electoral
Board (GREB) Workgroup

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Executive Summary

A 2014 action by the State Board of Elections (SBE) established a working group from the Virginia Electoral Board Association (VEBA) and the Voter Registrar's Association of Virginia (VRAV) to study the duties of electoral boards and general registrars, the impact on manpower, workload, resources and technology of the increase in registered voters and changes in methods of voting. Bi-partisan Co-chairs were appointed by the State Board of Elections. The GREB Workgroup began work in September 2014. In December 2014, the Workgroup adopted a resolution with recommendations found below under Analysis of Duties and Compensation. The full resolution is Attachment 1.

The Workgroup developed and analyzed several surveys, and received first hand empirical data from 99 of the Commonwealth's 133 jurisdictions. These surveys gathered information on responsibility versus performance of duties specified in the Code of Virginia and manpower resources over the years, using red-letter years such as 1996 (National Voter Registration - NVRA or "motor-voter" - implementation) and 2002 (Help America Vote Act - HAVA) as thresholds. The Workgroup's commission was renewed by SBE through 2015 and analysis of this information is ongoing.

Analysis of Duties

Electoral Boards have had Code responsibility for Absentee Voting and Campaign Finance Reporting at the local level, but survey data showed registrars were actually performing the duties. Based on a recommendation approved by SBE and submitted to the General Assembly in 2015 via GREB efforts, Code responsibility for these two areas has been shifted to registrars, who have also now been designated Director of Elections for their locality.

Further analysis shows significant shared execution of duties related to officers of election, ballots, and polling places, even though Code responsibility is assigned to electoral boards. A recommendation is being developed for Code changes to reflect the potential involvement of the Director of Elections in these duties with continuing oversight by Electoral Boards.

Compensation

This job pattern for General Registrar/Director of Elections is constant service accompanied by peak periods of activity during the year and specific legal requirements and guidelines to ensure integrity and accountability. This pattern is remarkably similar to that of a locality Treasurer and therefore the GREB Workgroup recommended that the salary and population brackets for General Registrar/Director of Elections be the same as those of the Treasurer, including the additional compensation for completing a subject specific certification program as part of continuing education. This recommendation was approved by SBE and a request has been made to the Commissioner of Elections to adjust his FY16-18 budget accordingly.

Manpower and Resource Impact Analysis

In comparison to the threshold years of NVRA and HAVA, the number of registered voters has increased 72% while the number of actual elections conducted increased by 32%. Meanwhile material and funding resources to localities have diminished – some 30% reduction in state reimbursements – not counting resource cuts to elections from local governments. The complexity of elections has grown by virtue of legislation with such features as provisional ballots, photo ID requirements, UOCAVA laws, and more complicated processing requirements of absentee ballots. The determination of manpower impact based on analysis of historical manpower has been difficult due in part to a huge turnover in General Registrars, itself a telling factor. This impact remains under study and will be reviewed in the end of year report after more data is gathered.

Ongoing Efforts

In addition to ongoing analysis of duties and manpower impacts on localities, the Workgroup is examining funding, education and training, the impact on all of legislative changes, and funding and staffing in the Department of Elections (ELECT). These topics will be included in the end of year report.

Introduction

Two study resolutions requested by the Voter Registrar’s Association of Virginia (VRAV) and Virginia Electoral Board Association (VEBA) were introduced in the 2014 Session of the Virginia General Assembly [HJ22(Minchew), HJ24 (Webert)]. Each of these proposed studies noted that more than 20 years had passed since the last comprehensive Joint Legislative Audit and Review Commission (JLARC) study of General Registrar (GR) duties in 1992. The House Rules Committee, citing overload at JLARC, asked that these studies be referred to the State Board of Elections (SBE). In May 2014, the State Board of Elections established the GREB Workgroup with the task of reviewing the Duties and Responsibilities of the Commonwealth’s 133 Electoral Boards (EBs) and General Registrars (GRs) and developing suggestions and changes to recommend to the Virginia General Assembly

The initial 10 areas the Workgroup was to address are as follows:

- 1) Analysis of voter registration data of the 133 localities, to include the associated costs at both the local and state levels.
- 2) Gather data from the four year election cycle in order to identify workloads and costs associated with each type of election.
- 3) Examine the duties of General Registrars and Electoral Board members required by the Code of Virginia and VAC.
- 4) Compare the statutory and regulatory duties to the duties currently undertaken by the GRs and EBs.
- 5) Identify those duties statutorily belonging to the EBs that are routinely undertaken by the GRs.
- 6) Evaluate the effects on local offices of increases and shifts in the overall number of registered voters in the Commonwealth.
- 7) Analyze the impact on the workload of the GRs and EBs caused by changes in the manner in which votes are cast on and preceding Election Day.
- 8) Review the educational requirements, qualifications and training of GRs and EBs, and compensation schedules associated with those offices.
- 9) Identify efficiencies that may be achieved by uniform application of advances in technology utilized for voter registration and election administration.
- 10) Seek out “best practices” within the Commonwealth and, beyond that, offer improvements in the elections process.

This section of the report summarizes the initial ten goals with a brief explanation, relevant discussion and resulting recommendations.

Establishment of Workgroup:

The membership is based upon recommendations from the Virginia Electoral Board Association (VEBA) and the Voter Registrar’s Association of Virginia (VRAV).

The GREB Workgroup began meeting on a monthly basis in September 2014. The first report of the workgroup was presented in the form of a resolution to the State Board of Elections on November 24, 2014.

This resolution included a summary of actions from the initial meetings, recommendations for action by the Virginia General Assembly and the Department of Elections, and ongoing work and further recommendations of the group.

Special thanks are offered on behalf of the members of the workgroup to the co-chairs former Lieutenant Governor John Hager and former Secretary Jean Jensen for their enthusiastic and genuine leadership and hard work.

Special thanks also to former SBE Chairman, Charlie Judd and current Vice-Chairman Clara Belle Wheeler for their willingness to proceed in securing the resources and legislative actions to keep Virginia elections at the forefront of representative democracy.

Membership and affiliation of the GREB Workgroup:

Honorable Charlie Judd, former Chairman of the State Board of Elections 2011-2014

Honorable Clara Belle Wheeler, current Vice Chair State Board of Elections, (appointed in 2015)

Honorable John Hager, former Lieutenant Governor of Virginia, Co-chair of workgroup

Honorable Jean Jensen, former Secretary of the State Board of Elections, Co-Chair of workgroup

Renee Andrews, Falls Church City, VEBA representative

Mary "Tommie" Doxey, Newport News, VEBA representative (resigned September 2014)

Bill Thomas, Richmond City, VEBA representative (appointed October 2014)

Bill Bell, Isle of Wight County, VEBA representative

Robin Lind, Goochland County, VEBA representative

Larry Haake, Chesterfield County, VRAV representative

Barbara Gunter, Bedford County, VRAV representative

Tracy Howard, Radford City, VRAV representative

Special thanks also to ELECT support staff

Martha Brissette, elections uniformity, Department of Elections

Rose Mansfield, administration, Department of Elections

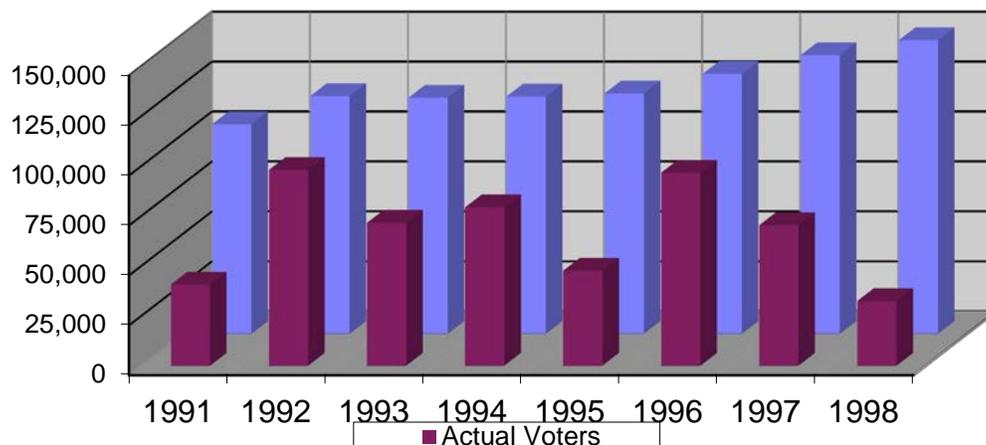
1-Analysis of voter registration data of the 133 localities, to include the associated costs at both the local and state levels.

2-Gather data from the four year election cycle in order to identify workloads and costs associated with each type of election.

Increases in population and costs

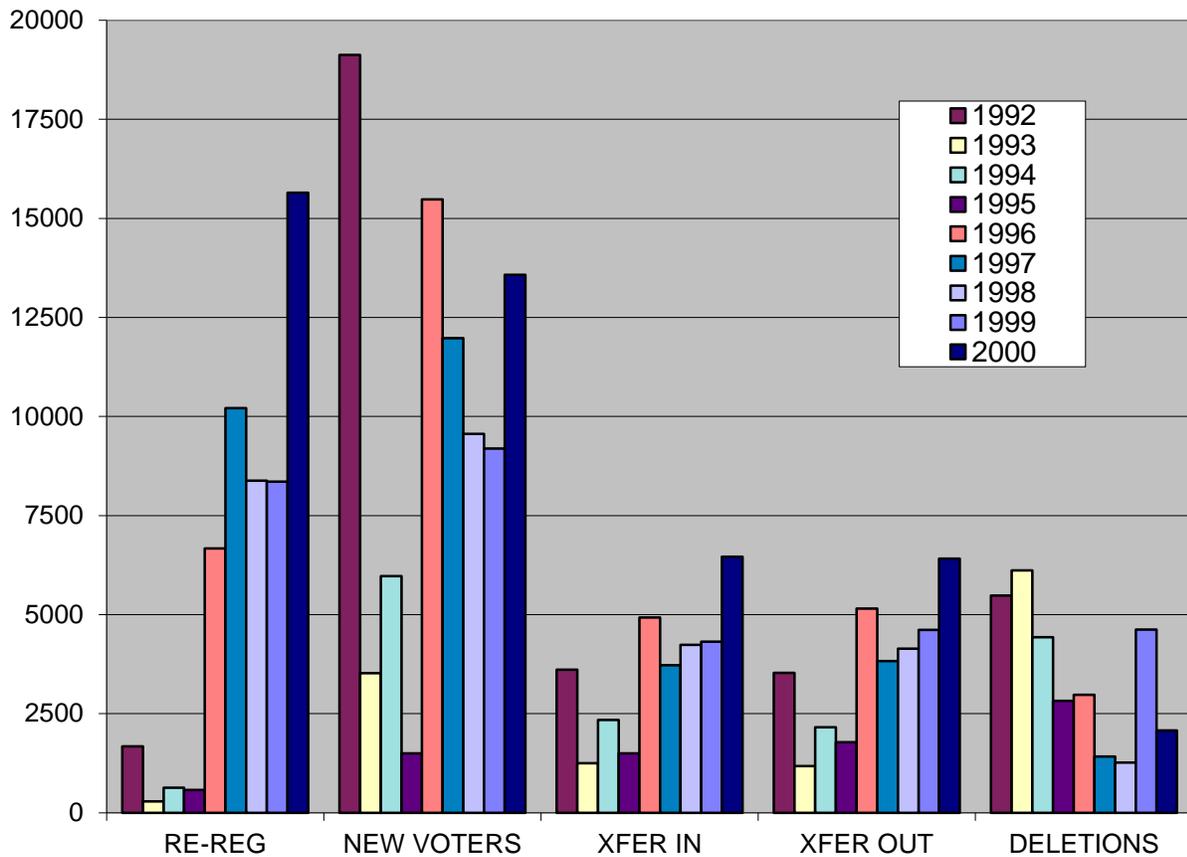
The study group utilized the existing data available from the Department of Elections and the Weldon Cooper Center for Public Service to establish that the population of Virginia has grown in the previous two decades by 23% from **6,696,100** in 1995 to approx. **8,260,405** in 2013. The number of registered voters in that same time frame has increased by 72% from **3,038,394** to **5,240,286** (Attachment 2.)

The increase in the number of registered voters is a direct result of the National Voter Registration Act (NVRA or “motor-voter”) implemented in 1996. Under NVRA, registering to vote almost became a by-product of obtaining a driver’s license. Monthly registration numbers in some cases went from double digits to thousands. At the same time, the requirement of registering to vote in person was eliminated, allowing registering by mail, via third-party registration drives, and other government offices (all in addition to the DMV effect). Many people registered who did not subsequently vote – as evidenced by the almost constant number of voters versus the increase in the number of registered voters. Despite the constant in number voting, election officials had to make election preparations based on the numbered registered. To do otherwise is a recipe for disaster. The following chart is an example from Chesterfield County, showing registered voters versus actual voters for the 4-year election cycle immediately preceding NVRA (1991-1994) and the 4-year cycle including NVRA (1995 – 1998).



Note on the chart that beginning in 1996, the implementation year of NVRA, the number of registered voters increased (blue bar) while the number of actual voters (purple bar) is very much aligned with the 1991–1994 data.

Another representation of impact of NVRA can be seen in actual processing of voters – re-registration, new voters, transfer in, transfer out and deletions. The chart shows increases in all categories except for deletions, which are strictly governed by the new law. (Again, this is Chesterfield County, but nonetheless representative of the NVRA impact.) 1992, 1996 and 2000 were presidential years when activity is always highest. 1999 reflects the NVRA purge under Deletions.



The associated costs for these elections and the increasing number of elections for the same time period were examined. A survey was sent to all General Registrars. While the survey did indicate that the number of elections had indeed risen in the comparative time periods, and the relative costs to localities had risen exponentially, the survey numbers indicated that among the 133 localities each local government maintained very different means of financing and tracking expenditures. The 89 responses were averaged as total costs overall for the most recent complete four year cycle of calendar years 2009-2012 inclusively and the number of individual election events.

2009: total costs of all respondent elections: \$3,034,348 holding 196 separate elections.

2010: total costs of all respondents: \$2,916,200 holding 207 separate elections

2011 total costs of all respondents: \$3,288,545 holding 156 separate elections

2012 total costs of all respondents: \$5,106,473 holding 348 separate elections

In this four year period, there were 907 separate elections held in the Commonwealth, including all federal, state, and local general, special and primary elections.

Fifteen years earlier in the four year period from 1996-1999 inclusively, that number was 687: a 32% increase over those fifteen years.

INCREASES IN ABSENTEE VOTING:

While the overall population of the Commonwealth as a whole has continued to increase, not all localities have grown. However, because of the increasing volume of registrations, absentee voters, and number of elections held, the workgroup found that even in those localities with stable or declining population, the workload and costs associated with elections continued to expand and increase.

Absentee voting over the same time period has increased by much greater margins, due to statutory expansion for eligibility to vote absentee, relaxing of previously stringent regulations within the Code of Virginia, and the concerted efforts of political parties and third party groups encouraging voters to vote absentee. In 1996 Absentee ballot use in Virginia numbered 116,606 registered voters. Absentee voting reached a high of 506,672 registered voters in the 2008 presidential election, a 335% increase.

(Attachment 3)

Continuing evaluation and recommendations:

- A. Data analysis of the surveys is ongoing, and will be utilized to further investigate areas needing to be addressed with respect to uniformity and integrity of the Virginia Election process.
- B. The Workgroup expects to be able to make significant recommendations of changes to §24.2 to further align code with the reality of the local Election Offices.
- C. Sampling of survey results from large, medium, and small localities concerning workload, registrations, and associated costs of elections will be utilized to demonstrate to the Governor and Virginia General Assembly the need for expedited support of election infrastructure and services.

3-Examine the duties of General Registrars and Electoral Board members required by the Code of Virginia and VAC.

4-Compare the statutory and regulatory duties to those currently undertaken by the GRs and EBs.

5-Identify those duties statutorily belonging to the EBs that are routinely undertaken by the GRs.

From the first meeting of the GREB Workgroup, there was a desire to clearly identify the distribution and delegation of duties of the Electoral Board to General Registrars. The Department of Elections had previously enumerated the various Code-required duties. A second survey was sent to all General Registrars and Secretaries of Electoral Boards for responses from the two groups to the same questions. This survey contained 97 questions about the duties of the Electoral Boards and asked whether these duties were carried out by the EB, the GR or shared by both.

The 133 localities of Virginia divide these duties in myriad ways. So diverse was the division of the carrying out of duties of the Electoral Boards and General Registrars that the workgroup trained its focus on those duties that statutorily belonged to the Electoral Boards, but were universally delegated to or performed by the General Registrars.

This survey (Attachment 4) received 99 of 133 General Registrar responses and 67 of 133 Secretary responses (Attachment 5).

This survey showed conclusively that the duties most delegated to the General Registrars related to Absentee Voting and Campaign Finance. The results of this survey prompted a resolution reporting the initial results of the GREB Workgroup, dated November 17, 2014 and presented to the State Board of Elections at the November 24, 2014 meeting.

During that meeting Secretary Palmer moved that, *“the Board Members accept the first report and resolution from the GREB Workgroup and forward this to the office of the governor, speaker of the house, and president of the senate, chairs and members of the privileges and elections committees with the recommendation that with the Code of Virginia be amended to include the following; (i) The General Registrar should be designated as “Director of Elections” for the locality being served, (ii) The General Registrar should be reassigned duties associated with absentee voting and campaign finance, (iii) establishing a compensation program for the General Registrars equal to the position of Treasurer and (iv) that the recommendations have the full endorsement of the Virginia State Board of Election. Additionally, the GREB Workgroup should continue to explore the other areas identified in the resolution”* (SBE minutes, 11/24/2014).

The resulting actions included HB1433 (Cole) and SB1092 (Vogel) being overwhelmingly adopted by the Virginia General Assembly and signed into law by Governor McAuliffe, establishing the title of Director of Elections for General Registrars who carry out delegated statutory Electoral Board duties. These bills also transferred the statutory duties of chapters 7 and 9 of §24.2 of the Code of Virginia from the Electoral Boards to the General Registrars.

Continuing evaluation and recommendations:

- A. The recommendation concerning compensation reflecting that of the local treasurer that was approved by the State Board of Elections has been submitted to Commissioner of Elections with a request that the compensation adjustment be included in the Executive Budget of the Department of Elections for 2016-2018.
- B. The examination of EB and GR duties will continue for the lifetime of the workgroup, and as the 2016 General Assembly session approaches, the workgroup plans to further evaluate and recommend uniform alignment of statutory duties, VAC duties and local duties.
- C. The work group has developed a prescribed “job description” of the judicially-appointed Electoral Boards that would be appropriate as follows:
 - a. A reference document for the various party chairs at the locality level so those candidates nominated by them for appointment to the local Electoral Board will have a better understanding of the duties required and expectations of performance; and
 - b. A reference for the Supreme Court of Virginia to be included in the Circuit Court Judges Handbook, the appointing authority of Electoral Boards.

6-Evaluate the effects on local offices of increases and shifts in the overall number of registered voters in the Commonwealth.

As the population of the Commonwealth increases and the voter registration rolls approach 6 million in 2016 the workgroup has focused on staffing of local offices.

Current §24.2-112 requires localities with populations of 15,500 or more to employ at least one assistant registrar who shall work at least one day a week. Those localities of fewer than 15,500 shall have a “substitute registrar” able to intervene when needed.

The workgroup found this code section to be archaic and unable to meet the current needs of Virginia’s voters and election processes. This section is being narrowly construed by some local governments to actually limit local offices just to that which is mentioned. For example, the language in paragraph 4 states:

In any county or city whose population is over 15,500, there shall be at least one assistant registrar who shall serve at least one day each week in the office of the general registrar.

Some localities are using this to limit an assistant registrar to ONLY one day a week. Clearly, this needs to be revisited and updated.

The limitations of understaffing are 16 localities that employ part-time General Registrars. These GRs are limited to 3 days a week during the months of January through August, and as a result are compensated at 60% of the minimum population salary bracket.

The part-time GRs are a result of the budget of the Commonwealth. Salary brackets and days of service are set out in the Appropriations Act as part of the Department of Elections biennial budget. The part-time status of the GRs of these 16 counties leaves the Commonwealth ripe for litigation on grounds of equal access, or lack thereof, since voters or potential voters do not have the full access of the general registrar in part-time localities as other localities. Those citizens of the localities who wish to run for office are also at a disadvantage, only being able to file paper work or campaign finance documentation only on specific workdays.

§24.2-112 requires assistant registrars to be employed by the General Registrar, based upon the number determined by the Electoral Board, §24.2-112 further states that the local governing body shall pay the salary of any assistants and that salary may be no less than the Federal minimum wage.

The combined issues of minimum assistance requirements, severability of the three local authorities involved, and the unfunded mandate of local fiscal responsibility for assistant registrars appears to have given local governing bodies a disincentive in many cases to adequately staff the Elections Offices. General Registrars must then recruit volunteers, or work additional uncompensated hours to maintain statutory requirements.

A survey of all localities was conducted to determine Election Office staffing levels at three levels: prior to the National Voter registration Act of 1996, immediately post NVRA 1997 and current levels. This analysis is still ongoing and will be presented in the year-end report.

Continuing evaluation and recommendations:

- A. Remove statutory minimums from §24.2-112, replacing those minimums with language to require the Electoral Boards and localities to provide, based upon recommendation from the GR, sufficient staffing to maintain office continuity and maintenance of training, as well as sufficient seasonal employees.
- B. Add to ELECT's biennium budget sufficient amounts to allow the 16 part-time GRs, at the option of each locality's Electoral Board or Director of Elections, full time status.

Note : Attorney General Mark Herring has issued an opinion that the GR has the statutory authority to hire seasonal and other part time employees and the locality has a statutory responsibility to pay those employees. (AG opinion 14-046 to the King William County Electoral Board of October 2014.)

7-Analyze the impact on the workload of the General Registrars and Electoral Boards caused by changes in in the manner in which votes are cast on and preceding Election Day.

In 2004 the voting equipment used by most localities in the Commonwealth was deemed unfit for service due to the federal “Help America Vote Act of 2002.” All mechanical voting machines were replaced using HAVA funds to either acquire Direct Recording Electronic (DRE) or Optical Scan machines. Now a decade later, that equipment is reaching the end of its useful life span. The decertification of the Win-Vote machine in April 2015, and the likely decertification of other DREs, has placed and will continue to place significant financial burdens on the localities.

After the implementation of HAVA, most localities were compelled to establish a Central Absentee Precinct (CAP). This precinct accepts, records, casts and counts all of the localities’ absentee ballots, and is required by Code to begin accepting ballots 45 days prior to all elections.

The legal burden of preparation of ballots, setting up the CAP, providing the voting opportunity for absentee applicants, and preparing the voted ballots for the Officers of Election for counting on Election Day, now falls entirely to the General Registrar and staff.

For instance, Code section §24.2-701, Application for absentee ballot has been the subject of 32 separate Acts of Assembly since recodification of §24.1 in 1992. Further changes were made at the 2015 General Assembly session and more will surely come in future sessions. Every change made requires new forms and procedural changes within the Elections Office.

The effects of continued amendment to the Absentee Code section by the General Assembly, the federal Uniformed and Overseas Citizens Voting Act (UOCAVA), The Military and Overseas Voter Empowerment Act (MOVE), and electronic distribution and potential receipt of absentee ballots via e-mail, have all added to the complexity of the administration of absentee voting.

Within the past five years most localities have adopted the use of Electronic Poll Books (EPBs) at the behest of the General Assembly. However the use of laptops has proven problematic in some localities, prompting General Registrars to print paper back-up poll books to go to the polls with the EPBs.

While the EPBs provide some after-election relief of entering voter credit and can be utilized in a number of ways to provide voter service, their upkeep and replacement is costly. The poll book software program originally supported by SBE is no longer being supported and the original vendor is defunct. This creates additional burden on the localities and ELECT by varying the pollbook programs in use and the maintenance and software fees. Now the original EPB laptops have reached or are nearing the end of their useful life.

Continuing evaluation and recommendations:

- A. The impact of major legislative changes such as NVRA and HAVA can be obvious, but subtle changes to the Code of Virginia can significantly strain resources and demand attention of an unexpected level. Consider the retraining that was required of polling place officials when voter ID became mandatory, and then again some 18 months later when that changed again to include a photo with the ID. There have been almost annual changes to the way voters are processed who have requested an absentee ballot, but show up on Election Day. More training for polling place officials – who are only citizens trying to perform a civic duty, hardly election professionals – along with more and more procedural changes tend to create more confusion than integrity. Each action related to §24.2 has impacts and consequences on all facets of the Virginia electoral process, especially on the registrars and electoral boards at the local level. These changes adversely affect all resource levels, including manpower, funding, logistics, and training and continue with a “snowball” effect over time as even more changes are enacted.
- B. Work with ELECT and SBE to find ways to create efficiencies in Code and Agency Regulation that reduces local impact but maintains uniformity and expected high levels of service.
- C. Amend archaic sections of §24.2 to reflect the reality of current office practices. Even better would be a recodification of the entire chapter. For example, many Code sections that deal with ballots date back to voting on paper ballots and hand-counting, which required a closer audit of ballots than is necessary today with vote counting equipment. §§24.2-616 – 24.2-621 are examples. As mentioned in Section 6, §24.2-112 can be problematic because of its language. Other example sections with problems are:
 1. §24.2-111 Compensation and expenses of general registrar;
 2. §24.2-411 Office of general registrar to be provided postage, stationery, office supplies – is that all;
 3. §24.2-116 Officers of Election to be made at least \$75 – too low; and
 4. §24.2-113 Special Assistant Registrars – obsolete;
- D. Establishment of a life cycle for the equipment used in voting would serve to minimize surprises to local governments responsible for purchases. ELECT has worked to establish contracts and keep pricing uniform, now the next step would be to consider life cycle and replacement by working with localities to establish uniform replacement tables. After that, there would be a need to emphasize to local governments the need to recognize a standardized update/replacement schedule based on life cycle of equipment, not unlike most already have with capital items such as fire apparatus and police vehicles.

8-Review the educational requirements, qualifications and training of GRs and EBs and compensation schedules associated with those offices.

The Code of Virginia has no job-related requirements listed for the position of General Registrar or Electoral Board - other than being a registered voter of the locality. Excepting prohibitions on certain familial relationships, anyone could be appointed to these positions.

The workgroup recognizes that professional development, continuing education, and proper and continuous training is a necessary part of successful elections.

As the responsibilities and duties have grown, it has become increasingly apparent that the minimum standards for employment outlined in the code are not sufficient.

With the increases in code, federal law, and agency regulations, both the Electoral Boards and General Registrars require more training and education today than ever before. Appointments of General Registrars are set forth in Code as July 1st in the year prior to the presidential election year, and the learning curve for newly appointed GRs is very steep. Education, training, and professional development are paramount in maintaining elections and a registration system that is transparent, accurate, and thoroughly reliable.

In conjunction with the Election Center, The Voter Registrars Association of Virginia has established a continuing education program (CERA), with the cooperation of the SBE and ELECT a Virginia specific certification, (VREO), and previously in conjunction with the Weldon –Cooper Center for public service at UVA, the Certified Professional General Registrar program (CPGR). These continuing education opportunities have been in existence for GRs for almost 20 years.

The General Assembly has never recognized continuing education or certification in any meaningful way. While other constitutionally-required officers receive compensatory recognition for completion of continuing education, the General Registrars have been forced to remain in the 1971 “population only” pay brackets that are separate and much more widespread than all other local offices, with no opportunity for educational increases, scale increases, longevity increases, or merit increases.

Electoral Board annual evaluation of GRs was mandated in the 2004 General Assembly session as a tool to help further the professionalism and thus compensation of GRs, but to date has not been utilized for that purpose.

The Electoral Boards have no professional development or certification classes and are limited in their official training to a mandatory one member, once a year, annual training by the Department of Elections. Electoral Board members may also take advantage of limited VEBA training. Unfortunately not all Electoral Board members take advantage of their association training and many are unable to attend, or simply fail to attend ELECT's training program.

In years past, the Electoral Boards were compensated for attending annual training conducted by the Commonwealth; this practice was eliminated in the late 1990s.

Further, the compensation for members of some local Electoral Boards was decreased due to budgetary concerns in the 2012 budget year. The loss of the attendance stipend and the decrease in compensation for these officials has created a distinct disincentive for members to take the necessary time to maintain the level of training necessary to fulfill their administrative election role.

Continuing evaluation and recommendations:

- A. Referring to State Board of Elections minutes of November 24, 2014: *(iii) establishing a compensation program for the General Registrars equal to the position of Treasurer and (iv) that the recommendations have the full endorsement of the Virginia State Board of Election.*

So this recommendation aligns the population brackets of GRs with the article 7 Constitutional Officers, establishes the base salary of General Registrars to equal that of a locality's Treasurer within the same population bracket, and provide an incentive for continuing education and training received by the General Registrars through the established program.

- B. Review State Board of Elections and local Electoral Board compensation for adequacy. Currently, members of the State Board of Elections serve without any compensation whatsoever although their duties and responsibilities are certainly as onerous as those serving on Electoral Boards of the largest jurisdictions.
- C. Establish compensatory continuing education and mandatory training for the members of local Electoral Boards, utilizing all latest technology.
- D. Establish basic minimum standards for newly appointed Electoral Board members and General Registrars.
- E. Restore state funding of participant per diem for attending training.

9 - Identify efficiencies that may be achieved by uniform application of advances in technology utilized for voter registration and election administration.

10 - Seek out “best practices” within the Commonwealth and beyond, that offer improvements in the elections process.

Efficiencies in both training and office practices have been discussed and generally agreed upon by the Workgroup, however discussion has been limited, and the search for best practices and the extended use of technology will continue as an ongoing portion of this project, together with ELECT and SBE, and among the memberships of VRAV and VEBA.

Suggested means to seek out best practices have included awards conferred by both statewide associations for those officials who have identified creative and successful means to achieve excellence within their localities.

The workgroup has discussed further use of technology to promote training and uniformity in the form of online video training modules, such as the security video training recently developed by ELECT. The Department of Elections and the two associations should work in conjunction to develop such courses as basic office processes training, legal issues, Freedom of Information Act training, and other courses to enable the GRs and EBs the ability to access the modules at any time. The online training modules would benefit officials and the public and could be maintained with cooperation of all stakeholders. The suggestion was made that with continued enhancement, on-line course work and testing would certainly enhance, and could replace the current “Annual Training.”

Also suggested was utilizing one or more of Virginia’s colleges or universities to create “Election Education courses,” by which continuing education credits may be obtained with the eventual possibility of accredited course work in the fields of elections.

Continuing evaluation and recommendations:

- A. Continue to seek ways to improve the use of technology in the training and maintenance of training for all election officials in the Commonwealth. Continue to seek creative means towards positive results and uniformity in practice and training.
- B. Work with SBE, ELECT and the statewide associations to develop web based instructional modules for training and reference for GRs, assistants and EBs.

Attachment 1 – GREB Resolution of December 2014

A RESOLUTION REPORTING THE INITIAL RESULTS OF THE GENERAL REGISTRAR ELECTORAL BOARD (GREB) WORKGROUP COMMISSIONED BY THE VIRGINIA STATE BOARD OF ELECTIONS TO CONSIDER THE DUTIES OF THE ELECTORAL BOARDS AND GENERAL REGISTRARS IN THE COMMONWEALTH OF VIRGINIA

WHEREAS, elections are an essential part of government; and,

WHEREAS, Virginia's conduct and administration of elections in accordance with the 1971 Constitution of Virginia has served as a preeminent example of the highest standards of integrity and fairness towards all candidates and voters; and,

WHEREAS, the Virginia State Board of Elections, under the Code of Virginia, has a fundamental role in interpreting the law, setting policy where the law is unclear and ensuring that elections are conducted fairly and impartially and efficiently in accordance with law; and,

WHEREAS, the Commissioner of the Virginia Department of Elections is the chief administrative officer of the agency and serves, in part, to implement the policies and directives of the Virginia State Board of Elections as well as participating in ensuring uniformity, legality and purity in the conduct of elections; and,

WHEREAS, the duties of general registrars and electoral boards have not been reviewed since the 1992 JLARC study; and,

WHEREAS, both the Voter Registrars Association of Virginia and the Virginia Electoral Board Association resolved it was time for another study; and

WHEREAS, the Virginia State Board of Elections unanimously adopted a resolution on May 14, 2014, establishing a General Registrar and Electoral Board (GREB) Workgroup to study and evaluate the duties of the general registrars and electoral boards members, the effects of increases in population and number of registered voters, the impact on the workload caused by changes in how votes are cast, and the increased educational requirements, qualifications and training of general registrars and electoral board members and compensation schedules associated with the office; and,

WHEREAS, the GREB Workgroup has determined that the duties required of Electoral Boards and General Registrars have significantly increased and become more complex in the past 20 years, due in part to the National Voter Registration Act, the Help America Vote Act of 2002, and the continued passage of additional new legislation by the United States Congress and the Virginia General Assembly; and,

WHEREAS, the GREB Workgroup survey analysis shows that the number of elections in the Commonwealth has increased in the past 20 years: 907 elections for the period 2009 through 2012 compared with 687 elections for the period 1996 through 1999 – a 32% increase; and,

WHEREAS, the GREB Workgroup survey of general registrars and electoral board secretaries shows that many of the duties assigned by the Code of Virginia to the Electoral Boards are in fact being performed by the General Registrars, most of these duties relating to elections and voting, and many due to the introduction of technology that specifically excludes Electoral Board participation; and,

WHEREAS, this is the first empirical data that confirms that general registrars work above and beyond the specifications in the Code of Virginia; and,

WHEREAS, a new four-year term for all general registrars of the Commonwealth begins July 1, 2015, it is a highly appropriate time to redefine certain duties and responsibilities; and,

WHEREAS, the execution of these election duties and the formal responsibility and accountability are essential to the high standard of uniformity and integrity of elections in Virginia;

NOW, THEREFORE BE IT RESOLVED on this 17th day of November 2014, by the GREB Workgroup that the following recommendations are made to the State Board of Elections regarding the duties of Electoral Boards and General Registrars:

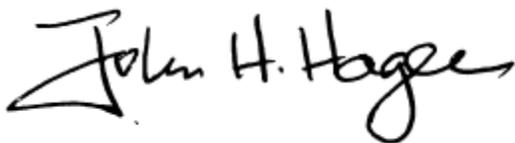
1. The General Registrar should be designated as “Director of Elections” for the locality being served — this can be accomplished by an amendment to §24.2-114(18), adding language to the effect that “The general registrar shall serve as Director of Elections for the locality”.
2. The Code of Virginia should be modified to reassign duties associated with absentee voting and campaign finance reporting to the General Registrar in the role as Director of Elections, Chapters 7 and 9 respectively in §24.2.
3. The compensation for the General Registrar/Director of Elections should be adjusted to reflect the duties now being formally re-assigned with all due responsibility and accountability. The duties of General Registrar/Director of Elections require a constant availability and service to the population of the locality, accompanied by peak workloads leading up to and following an election. The job requires adherence to complex laws and procedures to ensure integrity and accountability. Such a job pattern is remarkably similar to that of a locality Treasurer: constant service with peak periods during the year and specific legal requirements and guidelines to ensure integrity and accountability. Notwithstanding that Treasurers are elected and General Registrars are appointed, the GREB Workgroup recognizes that the similar work pattern and essential service to the locality are more alike than different and therefore recommends that the salary and population brackets for General Registrar/Director of

Elections be the same as that of the Treasurer, including the additional compensation for completing a subject specific certification program as part of continuing education.

4. The General Assembly should be requested to resume 100% reimbursements through the Department of Elections for general registrar and electoral board salaries as provided for by statute 24.2-108 and 24.2-111

And, NOW BE IT FURTHER RESOLVED that the GREB Workgroup recommends to the State Board of Elections that their resolution be continued during the ensuing year with a final report to the Governor, Secretary of Administration, State Board of Elections and Commissioner of Elections, on or before December 31, 2015, directing the Workgroup to:

1. Work with the appropriate authority in the implementation of the recommendations contained herein;
2. Further evaluate the roles and responsibilities of Electoral Board members to make certain their historically important role of checks and balances is maintained and emphasized;
3. Examine and recommend state funding mechanisms for voter registration and elections for the localities;
4. Evaluate staffing of the general registrars' offices;
5. Establish standards for continuing education needs and recognition for advanced studies; and
6. Analyze and review minimum funding and staffing levels of the Department of Elections to ensure a robust, efficient and responsive agency capable of conscientiously serving the more than 5 million voters registered in the Commonwealth today.
7. Study other areas as deemed necessary.



The Honorable John H. Hager,
Co-Chair

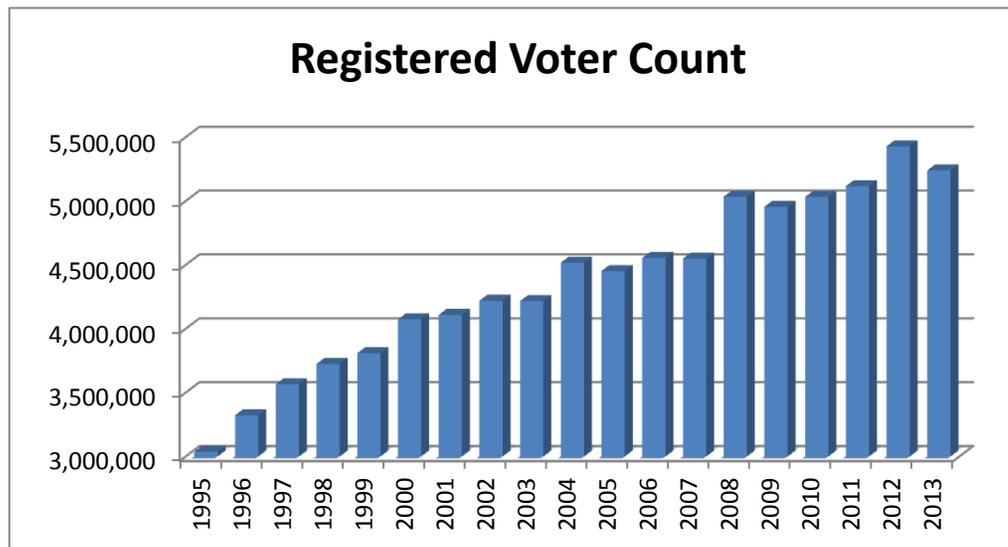
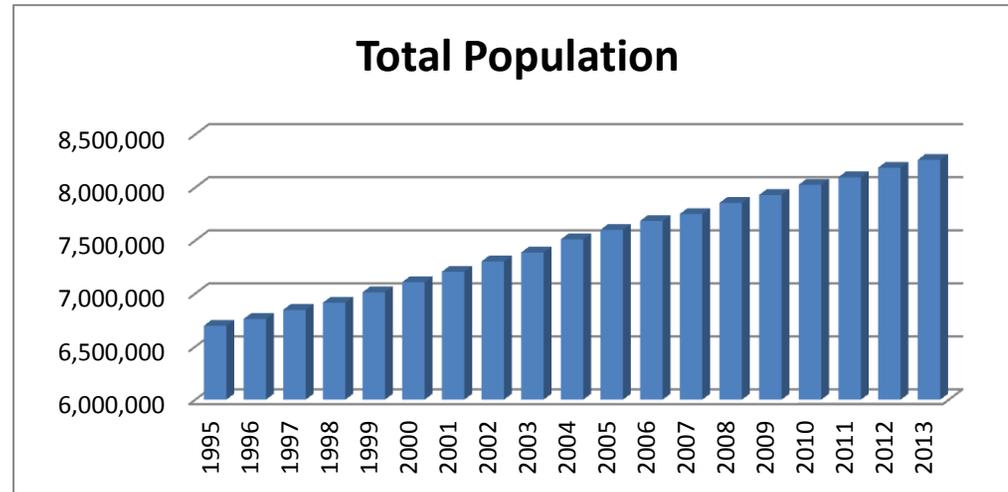


The Honorable Jean R. Jensen,
Co-Chair

Attachment 2 – Virginia Population and Voter Registration History

Virginia Population and Voter Registration History

Year	Total Population*	Registered Voter Count**
1995	6,696,100	3,038,394
1996	6,759,800	3,322,740
1997	6,846,100	3,565,697
1998	6,912,800	3,724,683
1999	7,011,500	3,808,754
2000	7,107,050	4,073,644
2001	7,204,928	4,109,127
2002	7,302,731	4,219,957
2003	7,386,346	4,217,227
2004	7,510,260	4,517,980
2005	7,600,467	4,452,225
2006	7,683,718	4,554,683
2007	7,749,603	4,549,864
2008	7,854,031	5,034,660
2009	7,928,779	4,955,750
2010	8,025,514	5,032,144
2011	8,096,604	5,116,929
2012	8,185,867	5,428,833
2013	8,260,405	5,240,286
Population Increase	1,564,305 23%	2,201,892 72%



*Per Weldon Cooper demographics website, July 1 estimates and census data.

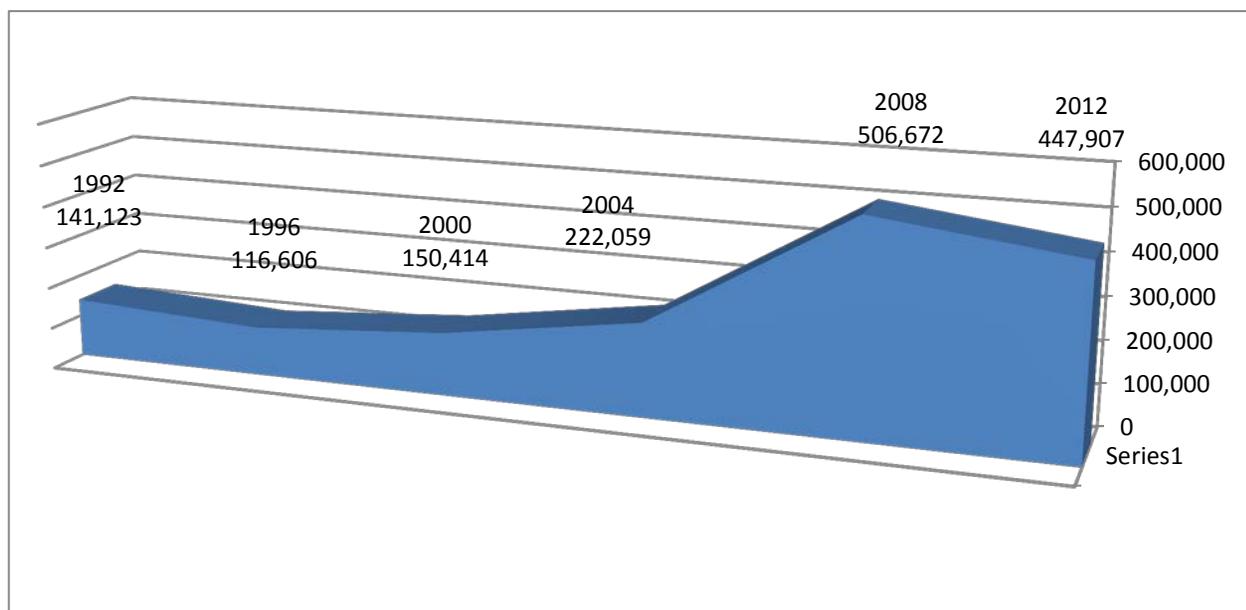
** Per Commonwealth of Virginia, Department of Elections website.

The National Voter Registration Act was implemented in March, 1996. This Act allowed voter registration forms to be submitted through DMV and other state agencies, or to be submitted by mail. After NVRA implementation, voters who remained inactive through two federal elections were removed from the rolls.

Attachment 3 – Growth in Absentee Voting

Year	Total Registered	Total Voting	Turnout (% Voting of Total Registered)	Voting Absentee (Included in Total Voting)
2012	5,428,833	3,896,846	71.78%	447,907
2011	5,116,929	1,463,761	28.61%	59,519
2010	5,032,144	2,214,503	44.01%	106,888
2009	4,955,750	2,000,812	40.40%	88,182
2008	5,034,660	3,752,858	74.50%	506,672
2007	4,549,864	1,374,526	30.20%	30,619
2006	4,554,683	2,398,589	52.70%	116,629
2005	4,452,225	2,000,052	45.00%	75,982
2004	4,517,980	3,223,156	71.40%	222,059
2003	4,217,227	1,296,955	30.80%	35,716
2002	4,219,957	1,331,915	39.40%	44,493
2001	4,109,127	1,905,511	46.40%	52,344
2000	4,073,644	2,789,808	68.50%	150,414
1999	3,808,754	1,373,527	36.10%	10,686
1998	3,724,683	1,229,139	33.00%	31,494
1997	3,565,697	1,764,476	49.50%	47,571
1996*	3,322,740	2,468,229	74.30%	116,606
1995	3,038,394	1,585,783	52.20%	45,785
1994	3,000,560	2,078,106	69.30%	81,636
1993	2,975,121	1,817,777	61.10%	53,904
1992	3,055,486	2,582,966	84.50%	141,123
1991	2,791,747	1,371,940	49.10%	***
1990	2,735,339	1,252,971	45.80%	25,785
1989	2,737,340	1,821,242	66.50%	54,177
1988	2,877,144	2,231,876	77.60%	108,237
1987	2,657,412	1,571,110	59.10%	38,505
1986	2,609,698	1,115,179	42.70%	22,589
1985	2,597,904	1,377,966	53.00%	32,943
1984	2,675,641	2,180,515	81.50%	113,686
1983	2,330,595	1,178,707	50.60%	***
1982	2,234,011	1,454,628	65.10%	32,340
1981	2,214,926	1,437,382	64.80%	30,584
1980	2,309,181	1,881,648	81.40%	84,811
1979	2,050,499	1,059,158	51.60%	***
1978	2,026,515	1,251,471	61.70%	26,989
1977	2,022,619	1,267,208	62.70%	29,970
1976	2,123,849	1,716,182	80.80%	***

Presidential year absentee voters



Attachment 4 – GREB Survey Questions

General Registrar / Electoral Board Duties

Please review the description of duties below and check whether they are performed exclusively by the General Registrar, exclusively by the Electoral Board, or performed jointly. These questions are to measure who ACTUALLY performs the work, NOT who is responsible.

Similar questions are being sent to the Electoral Board Secretaries. Please do not collaborate with your Secretary. Part of this exercise is to determine the perspective of the General Registrar and the Electoral Boards.

1. Locality

2. Name

3. Notify SBE of EB membership changes and contact info. Notify SBE and other EB members of disqualifying relationship requiring circuit court to appoint new member.

- GR Exclusive
- EB Exclusive
- Jointly

4. Recruit officers of election.

- GR Exclusive
- EB Exclusive
- Jointly

5. Notify officers of election of appointment

- GR Exclusive
- EB Exclusively
- Jointly

6. Determine number of officers and placement.

- GR Exclusive
- EB Exclusive
- Jointly

7. Name Chief and Assistant Chiefs.

- GR Exclusive
- EB Exclusive
- Jointly

General Registrar / Electoral Board Duties

8. Conduct training of officers of election.

- GR Exclusive
- EB Exclusive
- Jointly

9. Appoint substitutes and additional officers of election as needed

- GR Exclusive
- EB Exclusive
- Jointly

10. List / Database preparation and maintenance. Secretary responsible to post list and update with new appointments as made. Public list should not contain personal information. List is for inspection with no authorization to copy. Party or candidate can request copy with party designations and precincts.

- GR Exclusive
- EB Exclusive
- Jointly

11. Appoint substitute to serve in place of officer of election with specified family relationships to candidate.

- GR Exclusive
- EB Exclusive
- Jointly

12. Ensure that officers of election are eligible and sworn.

- GR Exclusive
- EB Exclusive
- Jointly

13. Ensure adequate facilities for polling places are provided.

- GR Exclusive
- EB Exclusive
- Jointly

General Registrar / Electoral Board Duties

14. Ensure accessibility of polling places (as required by the provisions of the Virginians with Disabilities Act (§ 51.5-1 et seq.), the Voting Accessibility for the Elderly and Handicapped Act (42 U.S.C. § 1973ee et seq.), and the Americans with Disabilities Act relating to public services (42 U.S.C. § 12131 et seq.).

- GR Exclusive
- EB Exclusive
- Jointly

15. Provide for alternative polling place if required in emergency, including obtain necessary approval.

- GR Exclusive
- EB Exclusive
- Jointly

16. Provide notice to voters of alternative polling place.

- GR Exclusive
- EB Exclusive
- Jointly

17. Recommend locality adoption of ordinance establishing Central Absentee Precinct (CAP) including town elections .

- GR Exclusive
- EB Exclusive
- Jointly

18. Notify the governing body of the locality of presidential precinct turnout exceeding 4,000 in time for locality to adjust within in 6 months. Watch for redistricting precinct freeze.

- GR Exclusive
- EB Exclusive
- Jointly

General Registrar / Electoral Board Duties

19. Notify treasurer or director of finance to whom fee was paid if candidate is unopposed so that filing fee can be refunded. Determine primary ballot order for simultaneous filers. Prepare abstracts and certificates of votes.

- GR Exclusive
- EB Exclusive
- Jointly

20. Post notice of order for election.

- GR Exclusive
- EB Exclusive
- Jointly

21. In counties, control elections of situated towns: Lesser EB reports results to greater EB For split towns.

(IF NO TOWNS, JUST SKIP THIS QUESTION.)

- GR Exclusive
- EB Exclusive
- Jointly

22. Determine location of counting ballots in emergency

- GR Exclusive
- EB Exclusive
- Jointly

23. Allow election-day programs (e.g., pages and simulated elections) for students at polling places

- GR Exclusive
- EB Exclusive
- Jointly

24. Authorize neutral observers at polling places

- GR Exclusive
- EB Exclusive
- Jointly

General Registrar / Electoral Board Duties

25. Provide polling place signage for handicapped entrances

- GR Exclusive
- EB Exclusive
- Jointly

26. Provide voting booths, at least one for printed ballots

- GR Exclusive
- EB Exclusive
- Jointly

27. Provide copies of §24.2 at polling places for officers of election

- GR Exclusive
- EB Exclusive
- Jointly

28. Follow requirements of §24.2 and the instructions of the State Board to ensure that the pollbooks, ballots, voting equipment keys, and other materials and supplies required to conduct the election are delivered to the polling place before 6:00 a.m. on the day of the election and delivered to the proper official following the election

- GR Exclusive
- EB Exclusive
- Jointly

29. Administer Election Day Oath to Officers of Election (stored with pollbook). Determine whether to use of electronic pollbooks of type approved by SBE and plan for provisional balloting if EPBs fail and no back up provided. Localities continuing to paper pollboks are responsible for associated costs starting 11.2.2010. 2008-2010 Appropriations Act, § 1-89).

- GR Exclusive
- EB Exclusive
- Jointly

General Registrar / Electoral Board Duties

30. Forward to SBE a list of county, city and town offices and candidates to be on ballot.

Forward to SBE list of candidates disqualified and reasons

- GR Exclusive
- EB Exclusive
- Jointly

31. Determine the number of ballots to be printed. Notify SBE.

- GR Exclusive
- EB Exclusive
- Jointly

32. Affix EB seal to any SBE provided statewide ballots.

- GR Exclusive
- EB Exclusive
- Jointly

33. Make printed ballots available for absentee voting.

- GR Exclusive
- EB Exclusive
- Jointly

34. Provide to SBE a statement of the number of printed ballots ordered to be printed, proofs of each printed and voting equipment ballot for verification, and copies of each final ballot.

- GR Exclusive
- EB Exclusive
- Jointly

35. Have presidential ballot printed at least 45 days before election.

- GR Exclusive
- EB Exclusive
- Jointly

General Registrar / Electoral Board Duties

36. Provide for contract with ballot printer.

- GR Exclusive
- EB Exclusive
- Jointly

37. Provide for representative to be present during ballot printing with signed statement under felony penalty (compensate \$20 unless board member).

- GR Exclusive
- EB Exclusive
- Jointly

38. Receive and certify number of ballots received from printer.

- GR Exclusive
- EB Exclusive
- Jointly

39. Cause seal of EB to be affixed to each ballot

- GR Exclusive
- EB Exclusive
- Jointly

40. Make one or more packages of ballots for each precinct in the election district. Each package shall contain a number of ballots determined by the board. Each of these packages shall be securely sealed in the presence of a member of the board or such designated person so that the ballots shall be invisible, and so that the packages cannot be readily opened without detection. On each of the packages shall be endorsed the name of the precinct for which it is intended and the number of ballots therein contained. Thereafter the packages designated for each precinct shall be delivered to the secretary of the board and remain in his exclusive possession until delivered by him, or by another board member, board employee, the general or an assistant registrar designated by the board, to the officers of election of each precinct as provided in § 24.2-621.

- GR Exclusive
- EB Exclusive
- Jointly

General Registrar / Electoral Board Duties

41. Deliver sufficient number of ballots to GR for absentee voting

- GR Exclusive
- EB Exclusive
- Jointly

42. Before every election the secretary, or another board member, board employee, or the general or an assistant registrar designated by the board, shall deliver to an officer of election of each precinct the official ballots for that precinct and obtain a receipt for the package or packages and a certificate that the seals are unbroken. If the secretary or other such designated person is unable to deliver the official ballots, another member of the board shall deliver them.

- GR Exclusive
- EB Exclusive
- Jointly

43. Prepare a Voting Equipment Security Plan. Meetings may be closed to discuss voting equipment security (other than security breach in conducting election).

- GR Exclusive
- EB Exclusive
- Jointly

44. Assure each polling place, including CAP, has at least one accessible voting system with alternative language accessibility when required.

- GR Exclusive
- EB Exclusive
- Jointly

45. Determine the number of voting or counting machines to be used in election.

- GR Exclusive
- EB Exclusive
- Jointly

General Registrar / Electoral Board Duties

46. Request SBE approval for test use of new equipment.

- GR Exclusive
- EB Exclusive
- Jointly

47. Employ one or more voting machine custodians (may be employee shared with locality).

- GR Exclusive
- EB Exclusive
- Jointly

48. Receive SBE approval for contractor to perform machine duties.

- GR Exclusive
- EB Exclusive
- Jointly

49. Observe final testing and sealing of voting equipment

- GR Exclusive
- EB Exclusive
- Jointly

50. Mail written notice to party chairs of final testing

- GR Exclusive
- EB Exclusive
- Jointly

51. Retain custody of machine keys and deliver to Officers of Elections

- GR Exclusive
- EB Exclusive
- Jointly

52. Designate times and places for machine demonstrations

- GR Exclusive
- EB Exclusive
- Jointly

General Registrar / Electoral Board Duties

53. Train officers of elections on machine operation

- GR Exclusive
- EB Exclusive
- Jointly

54. Have the voting and counting equipment and all necessary furniture and materials at the polling places, with counters on the voting or counting devices set at zero (000), and otherwise in good and proper order for use at the election

- GR Exclusive
- EB Exclusive
- Jointly

55. Dismiss officers of election responsible for failing to record or falsifying required information for machine assisted curbside voting.

- GR Exclusive
- EB Exclusive
- Jointly

56. Deliver keys to the equipment and any electronic activation devices that are required for the operation of electronic voting equipment to the officer of election designated in a sealed envelope on which has been written or printed the name of the precinct for which it is intended.

- GR Exclusive
- EB Exclusive
- Jointly

57. Sample ballots - The board shall provide for each precinct in which any voting or counting machines or direct electronic voting devices are used, two sample ballots, which shall be arranged as a diagram of the front of the voting device as it will appear with the official ballot for voting on election day. Such sample ballots shall be posted for public inspection at each polling place during the day of election.

- GR Exclusive
- EB Exclusive
- Jointly

General Registrar / Electoral Board Duties

58. Inoperative equipment - When any voting or counting machine becomes inoperative in whole or in part while the polls are open, the officers of election shall immediately notify the board. If possible, the board shall dispatch a qualified technician to the polling place to repair the inoperative machine, or substitute the machine...No voting or counting machine that has become inoperative and contains votes may be removed from the polling place while the polls are open and votes are being ascertained. If the officers of election are unable to ascertain the results from the inoperative machine after the polls close in order to add its results to the results from the other machines in that precinct, the officers of election shall lock and seal the machine without removing the memory card, cartridge or data storage medium and deliver the machine to either the clerk of court or registrar's office as provided for in § 24.2-659. On the day following the election, the board shall meet and ascertain the results from the inoperative machine in accordance with the procedures prescribed by the machine's manufacturer and add the results to the results for the precinct to which the machine was assigned.

- GR Exclusive
- EB Exclusive
- Jointly

59. Direct officers of election on procedures to follow in counting ballots.

- GR Exclusive
- EB Exclusive
- Jointly

60. Provide demonstration equipment or signage on how to operate voting equipment.

- GR Exclusive
- EB Exclusive
- Jointly

General Registrar / Electoral Board Duties

61. Receive all provisional ballots and determine if valid. During meeting in which EB is determining validity of provisional ballots, only persons authorized by § 24.2-653(B) those whose ballots are being considered along with their representative or legal counsel, and appropriate staff and legal counsel of the electoral board are permitted to be present at the electoral board meeting where the validity of provisional ballots are determined. The authorized representative of a political party of independent candidate will be permitted to stay in the room while the decision on validity of the provisional ballot is made as long as they are merely an observer and do not participate in or impede the process.

- GR Exclusive
- EB Exclusive
- Jointly

62. Secure equipment keys and election materials with Clerk of Court or General Registrar. Request SBE Secretary permission to inspect when needed. Arrange with clerk for disposition after required retention periods in compliance with Library of Virginia schedule GS-01.

- GR Exclusive
- EB Exclusive
- Jointly

63. Meet the day after the election to ascertain results, deliver one copy of SORs to GR, and deliver materials to Clerk of Court.

- GR Exclusive
- EB Exclusive
- Jointly

64. Announce results of any post-election audits.

- GR Exclusive
- EB Exclusive
- Jointly

65. Summon officers of election if needed to correct results

- GR Exclusive
- EB Exclusive
- Jointly

General Registrar / Electoral Board Duties

66. Make out and certify abstracts with EB seal and deliver to SBE.

- GR Exclusive
- EB Exclusive
- Jointly

67. Make out Certificates of Election for each office, deliver to each person elected.

- GR Exclusive
- EB Exclusive
- Jointly

68. Within 60 days after election, transmit list of those who voted to SBE for incorporation in lists made available under § 24.2-406. Recount or contest extends time to send.

- GR Exclusive
- EB Exclusive
- Jointly

69. Post copy of Writ for special election called.

- GR Exclusive
- EB Exclusive
- Jointly

70. Prepare referenda ballots and distribute to precincts, certify results to SBE, court which ordered referendum, other authority.

- GR Exclusive
- EB Exclusive
- Jointly

71. Absentee ballots for registered voters.

- GR Exclusive
- EB Exclusive
- Jointly

General Registrar / Electoral Board Duties

72. FPCA applications for statewide office, EB issues printed ballots at least 90 days before election.

- GR Exclusive
- EB Exclusive
- Jointly

73. Replace AB ballots for certain disabled or ill voters

- GR Exclusive
- EB Exclusive
- Jointly

74. On receipt of an application from an applicant marked to indicate he will require assistance, the board shall deliver, with the items required by § 24.2-706, the voter assistance form furnished by the State Board pursuant to § 24.2-649.

- GR Exclusive
- EB Exclusive
- Jointly

75. Determine whether an applicant qualifies for emergency ballot

- GR Exclusive
- EB Exclusive
- Jointly

76. Provide an emergency AB ballot to designee for incapacitated or hospitalized voters, follow set procedures.

- GR Exclusive
- EB Exclusive
- Jointly

77. Review AB applications received from GR.

- GR Exclusive
- EB Exclusive
- Jointly

General Registrar / Electoral Board Duties

78. Send ABs with all required forms to applicants, obtain certificate of mailing, and follow SBE instructions on AB procedures. UOCAVA voters outside Virginia may request emailed ballots (effective 7.1.09).

- GR Exclusive
- EB Exclusive
- Jointly

79. Provide for casting of AB votes on voting machines if CAP used.

- GR Exclusive
- EB Exclusive
- Jointly

80. Receive unused ballots from applicants who decide not to use. Confirm receipt of unused ballot when voter seeks to cast a regular ballot.

- GR Exclusive
- EB Exclusive
- Jointly

81. The EB shall note on the absentee voter applicant list, opposite the name of the person returning the ballot, the fact that the ballot was returned unused and the date of the return. The EB shall carefully preserve all ballots returned unused and deliver them, together with other returned ballots, to the officers of election on election day.

- GR Exclusive
- EB Exclusive
- Jointly

82. Decide opening time for CAP by agreement with GR if late (after 6 am before noon).

- GR Exclusive
- EB Exclusive
- Jointly

83. The local EB shall assist the Court as needed in recount procedures.

- GR Exclusive
- EB Exclusive
- Jointly

General Registrar / Electoral Board Duties

84. Primary responsibility for local candidates who file locally, shared responsibility for reports required to be filed locally and with SBE.

- GR Exclusive
- EB Exclusive
- Jointly

85. Local candidates shall file “statement of organization” forms with EB. Efile option starting 2007.

- GR Exclusive
- EB Exclusive
- Jointly

86. Request for exemption from reporting filed with EB.

- GR Exclusive
- EB Exclusive
- Jointly

87. Paper reports of independent expenditures concerning local offices are filed with the EB.

- GR Exclusive
- EB Exclusive
- Jointly

88. CF reports may be filed electronically with SBE.

- GR Exclusive
- EB Exclusive
- Jointly

89. Non electronic CF filings for GA reports are filed both with SBE and the local EB.

- GR Exclusive
- EB Exclusive
- Jointly

General Registrar / Electoral Board Duties

90. Special large single pre-election contributions must be filed with the EB by 5 pm next day (or Mon. if Sat.). If within 24 hrs. of Election Day must receive day before Election Day.

- GR Exclusive
- EB Exclusive
- Jointly

91. EBs may close dormant files if certain conditions met.

- GR Exclusive
- EB Exclusive
- Jointly

92. CF reports on file are available for inspection and copying for cost.

- GR Exclusive
- EB Exclusive
- Jointly

93. EBs may grant extension for CF filings due to EB for good cause

- GR Exclusive
- EB Exclusive
- Jointly

94. EBs must report CF violations relating to locally filed reports to the Commonwealth's Attorney

- GR Exclusive
- EB Exclusive
- Jointly

General Registrar / Electoral Board Duties

95. EB shall receive, catalog and review CF reports to verify that they are complete and filed timely. Notify the person within 21 days of report due date that information is incomplete or inaccurate. EB Secretary per SBE instructions shall assess and collect civil penalties; if unable to collect, report same to Commonwealth's Attorney for enforcement. Report to SBE penalties assessed, collected and reported to CA. Penalties collected on EB or GR initiative payable to local government.

- GR Exclusive
- EB Exclusive
- Jointly

96. Prior to assessing a penalty pursuant to this section for the filing of an incomplete report, the Secretary of the State Board or the general registrar or secretary of the local electoral board, as appropriate, shall notify, by certified mail, the candidate and treasurer, or person or political committee required to file a report with that board, that a filed report has not been completed, citing the omissions from the report. No penalty shall be assessed if the information required to complete the report is filed within 10 days of the date of mailing the written notice.

- GR Exclusive
- EB Exclusive
- Jointly

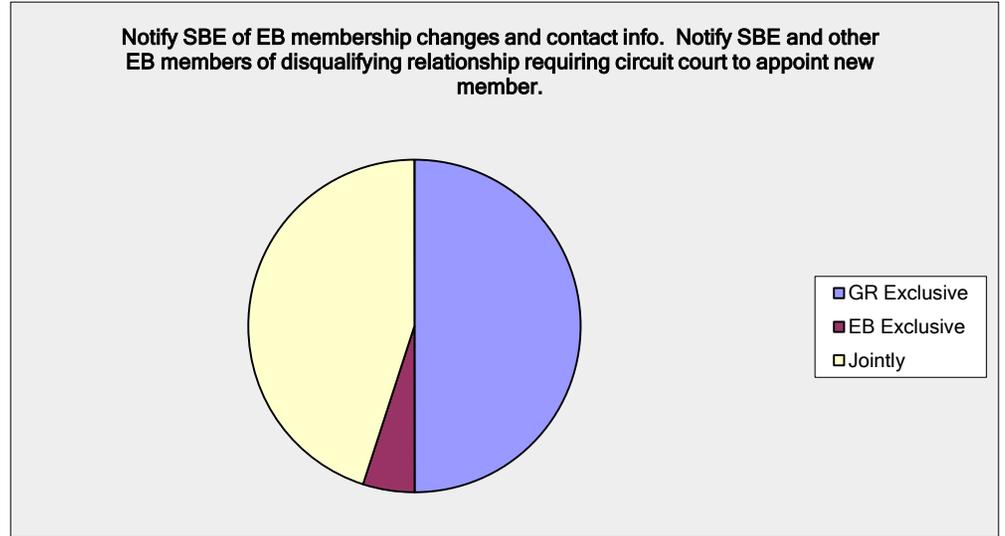
97. Conduct the canvass of each election.

- GR Exclusive
- EB Exclusive
- Jointly

Attachment 5 – GREB Survey Results

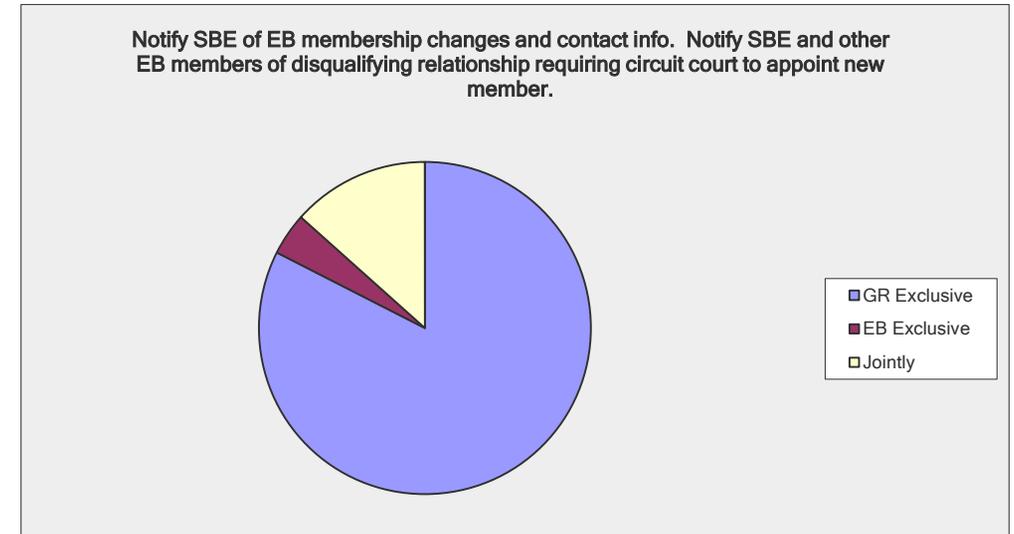
Electoral Board / General Registrar Duties

Notify SBE of EB membership changes and contact info. Notify SBE and other EB members of disqualifying relationship requiring circuit court to appoint new member.		
Answer Options	Response Percent	Response Count
GR Exclusive	50.0%	30
EB Exclusive	5.0%	3
Jointly	45.0%	27
<i>answered question</i>		60
<i>skipped question</i>		1



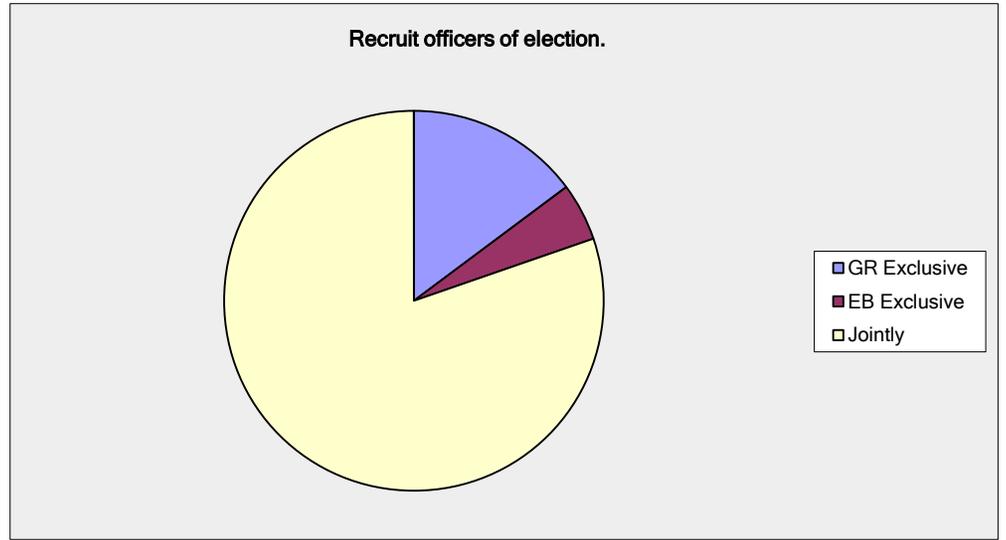
General Registrar / Electoral Board Duties

Notify SBE of EB membership changes and contact info. Notify SBE and other EB members of disqualifying relationship requiring circuit court to appoint new member.		
Answer Options	Response Percent	Response Count
GR Exclusive	82.5%	80
EB Exclusive	4.1%	4
Jointly	13.4%	13
<i>answered question</i>		97
<i>skipped question</i>		0



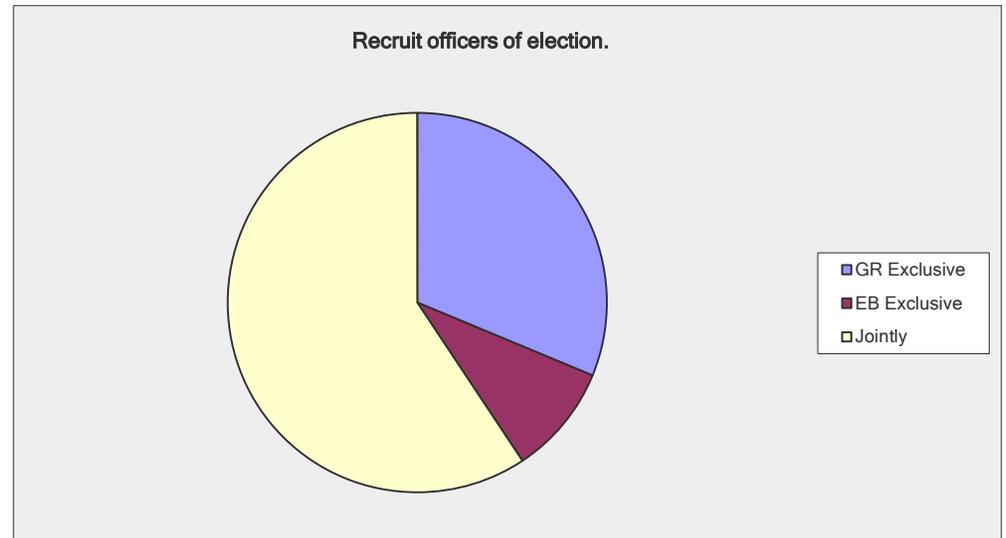
Electoral Board / General Registrar Duties

Recruit officers of election.		
Answer Options	Response Percent	Response Count
GR Exclusive	14.8%	9
EB Exclusive	4.9%	3
Jointly	80.3%	49
<i>answered question</i>		61
<i>skipped question</i>		0



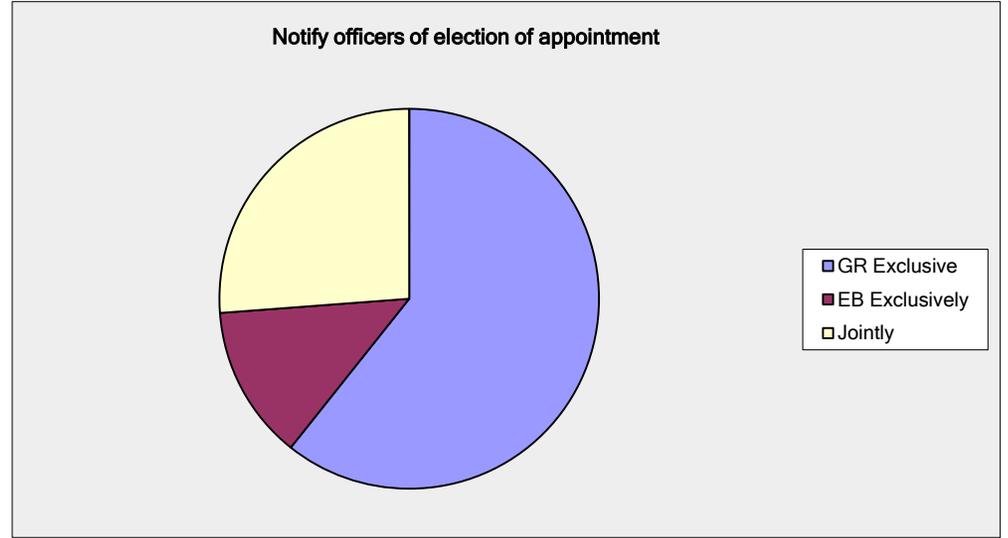
General Registrar / Electoral Board Duties

Recruit officers of election.		
Answer Options	Response Percent	Response Count
GR Exclusive	31.3%	30
EB Exclusive	9.4%	9
Jointly	59.4%	57
<i>answered question</i>		96
<i>skipped question</i>		1



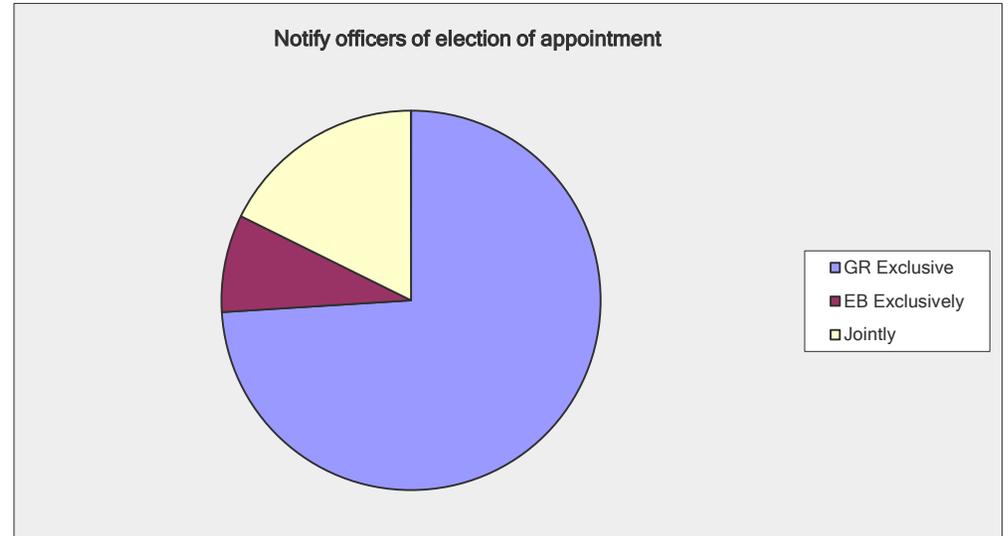
Electoral Board / General Registrar Duties

Notify officers of election of appointment		
Answer Options	Response Percent	Response Count
GR Exclusive	60.7%	37
EB Exclusively	13.1%	8
Jointly	26.2%	16
<i>answered question</i>		61
<i>skipped question</i>		0



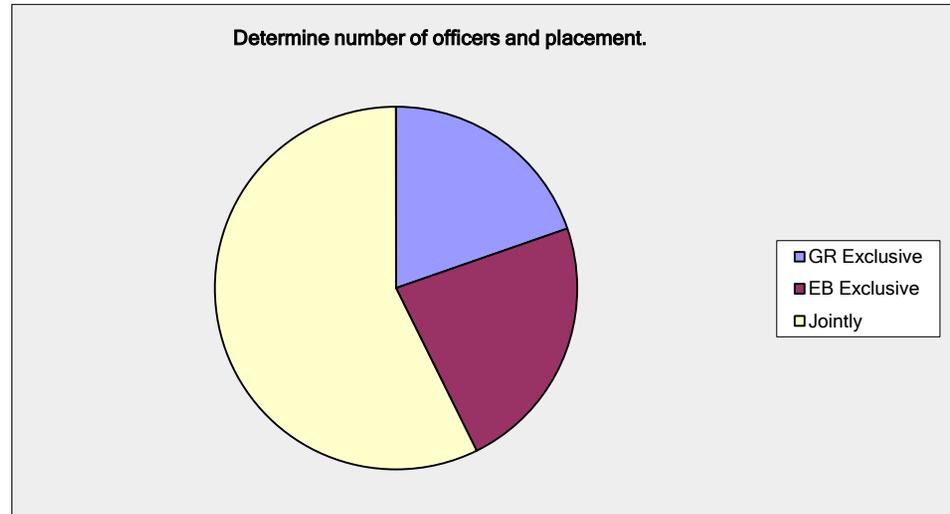
General Registrar / Electoral Board Duties

Notify officers of election of appointment		
Answer Options	Response Percent	Response Count
GR Exclusive	74.0%	71
EB Exclusively	8.3%	8
Jointly	17.7%	17
<i>answered question</i>		96
<i>skipped question</i>		1



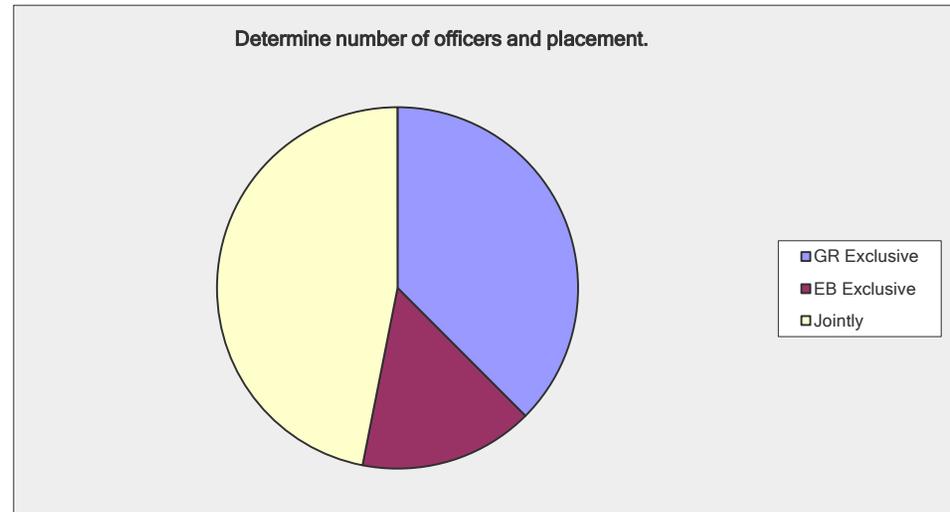
Electoral Board / General Registrar Duties

Determine number of officers and placement.		
Answer Options	Response Percent	Response Count
GR Exclusive	19.7%	12
EB Exclusive	23.0%	14
Jointly	57.4%	35
<i>answered question</i>		61
<i>skipped question</i>		0



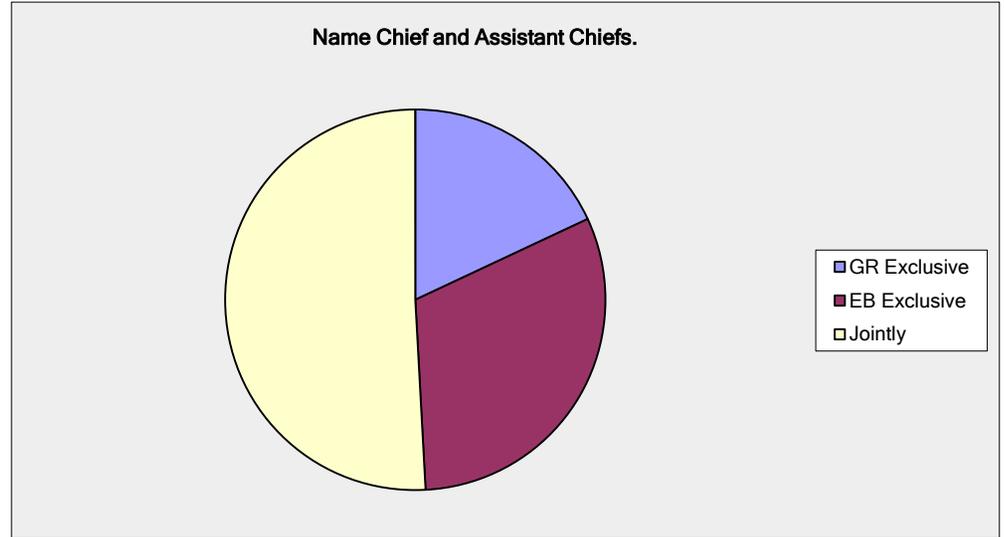
General Registrar / Electoral Board Duties

Determine number of officers and placement.		
Answer Options	Response Percent	Response Count
GR Exclusive	37.5%	36
EB Exclusive	15.6%	15
Jointly	46.9%	45
<i>answered question</i>		96
<i>skipped question</i>		1



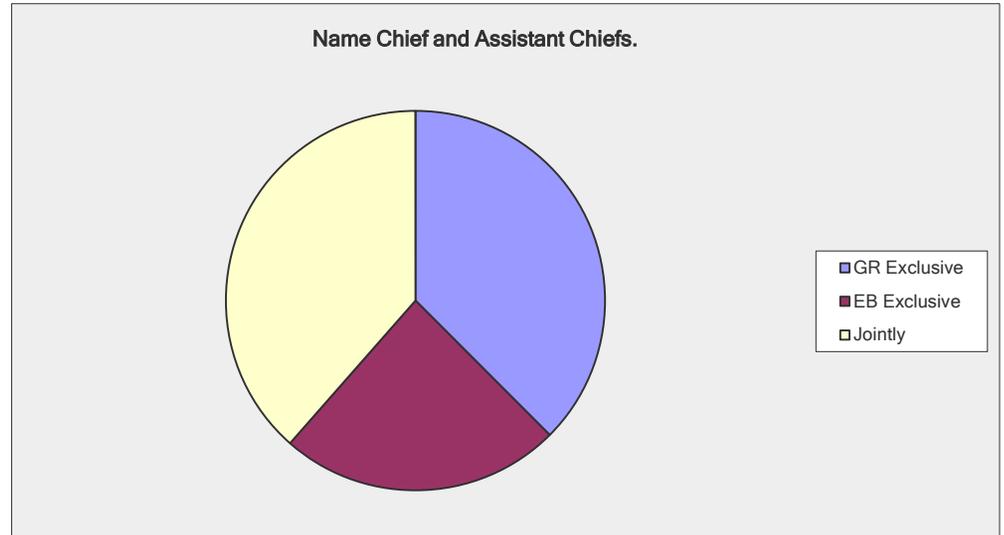
Electoral Board / General Registrar Duties

Name Chief and Assistant Chiefs.		
Answer Options	Response Percent	Response Count
GR Exclusive	18.0%	11
EB Exclusive	31.1%	19
Jointly	50.8%	31
<i>answered question</i>		61
<i>skipped question</i>		0



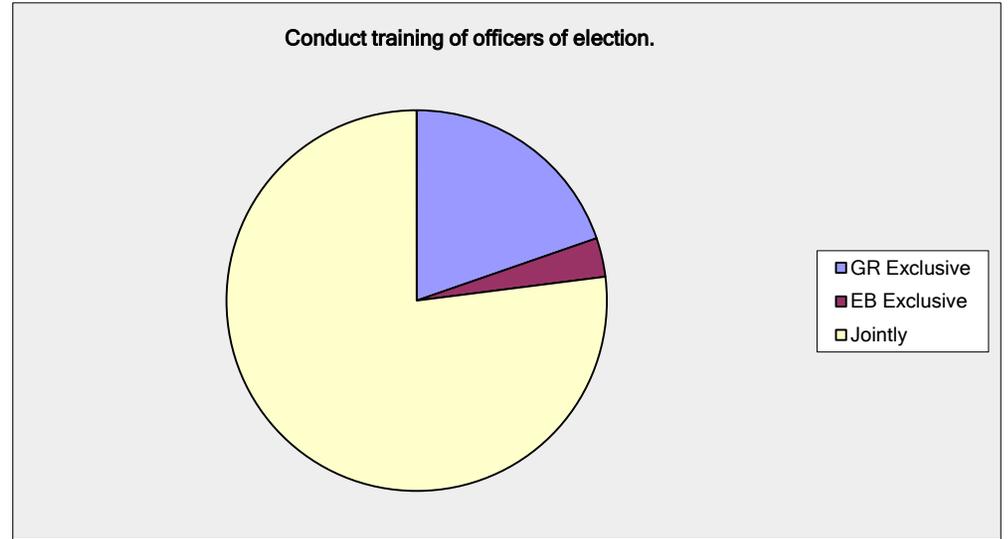
General Registrar / Electoral Board Duties

Name Chief and Assistant Chiefs.		
Answer Options	Response Percent	Response Count
GR Exclusive	37.5%	36
EB Exclusive	24.0%	23
Jointly	38.5%	37
<i>answered question</i>		96
<i>skipped question</i>		1



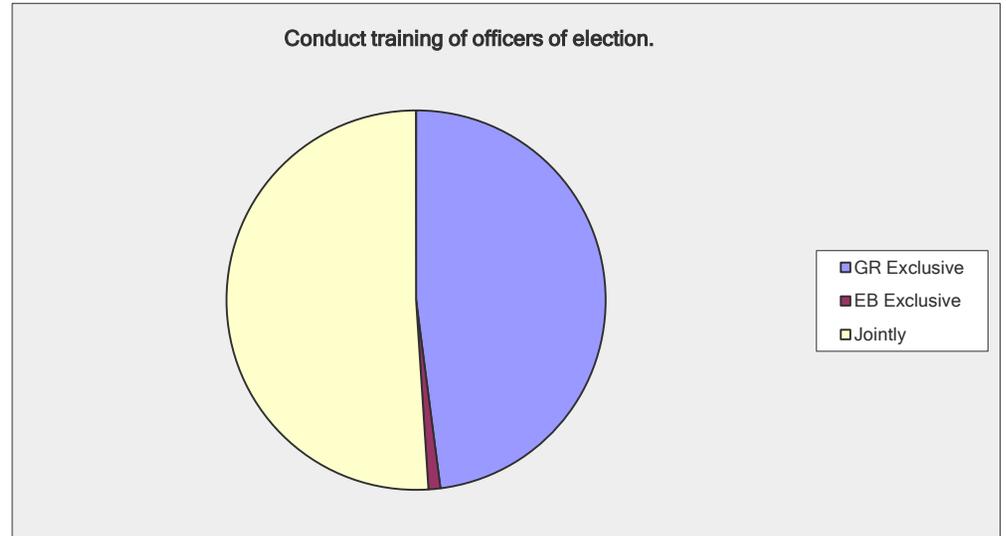
Electoral Board / General Registrar Duties

Conduct training of officers of election.			
Answer Options	Response Percent	Response Count	
GR Exclusive	19.7%	12	
EB Exclusive	3.3%	2	
Jointly	77.0%	47	
<i>answered question</i>			61
<i>skipped question</i>			0



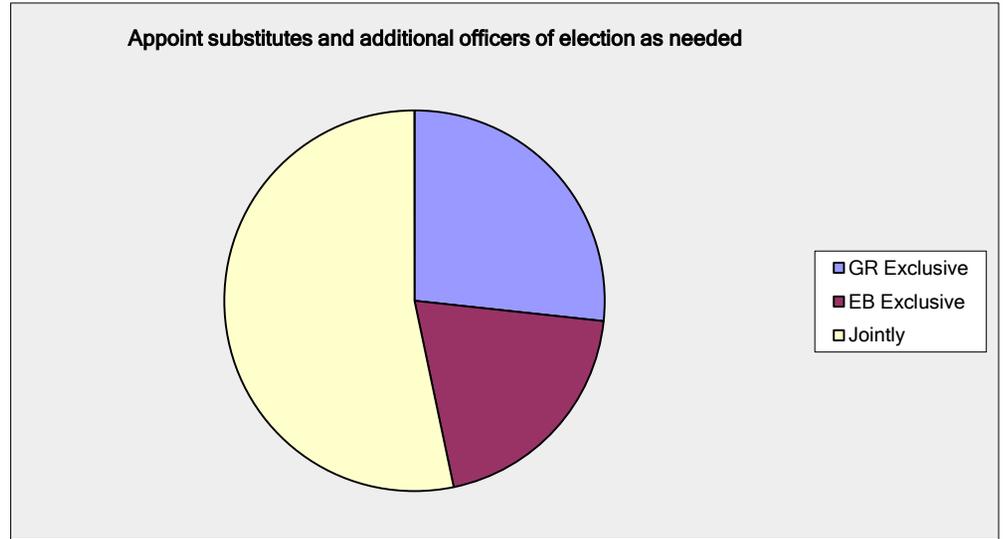
General Registrar / Electoral Board Duties

Conduct training of officers of election.			
Answer Options	Response Percent	Response Count	
GR Exclusive	47.9%	46	
EB Exclusive	1.0%	1	
Jointly	51.0%	49	
<i>answered question</i>			96
<i>skipped question</i>			1



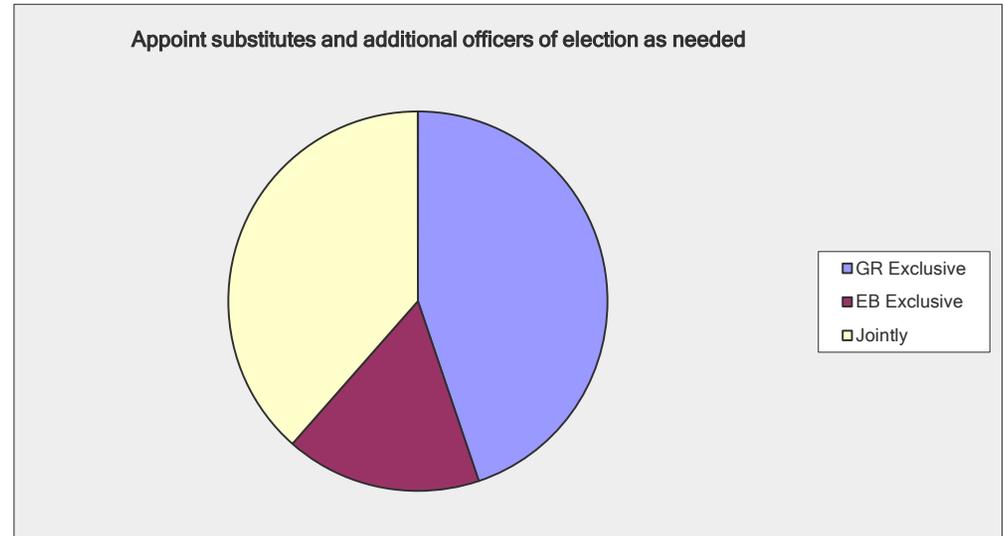
Electoral Board / General Registrar Duties

Appoint substitutes and additional officers of election as needed			
Answer Options	Response Percent	Response Count	
GR Exclusive	26.7%	16	
EB Exclusive	20.0%	12	
Jointly	53.3%	32	
<i>answered question</i>			60
<i>skipped question</i>			1



General Registrar / Electoral Board Duties

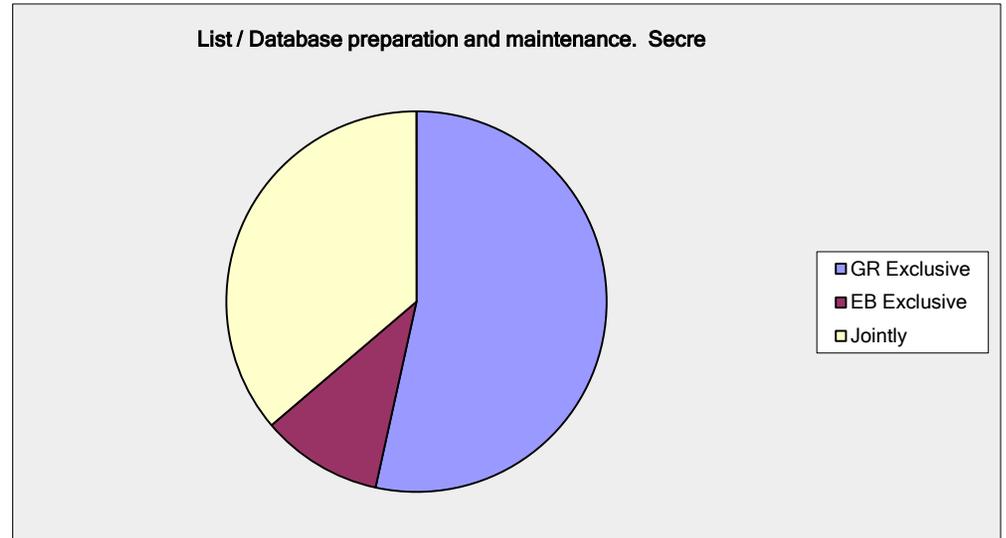
Appoint substitutes and additional officers of election as needed			
Answer Options	Response Percent	Response Count	
GR Exclusive	44.8%	43	
EB Exclusive	16.7%	16	
Jointly	38.5%	37	
<i>answered question</i>			96
<i>skipped question</i>			1



Electoral Board / General Registrar Duties

List / Database preparation and maintenance. Secretary responsible to post list and update with new appointments as made. Public list should not contain personal

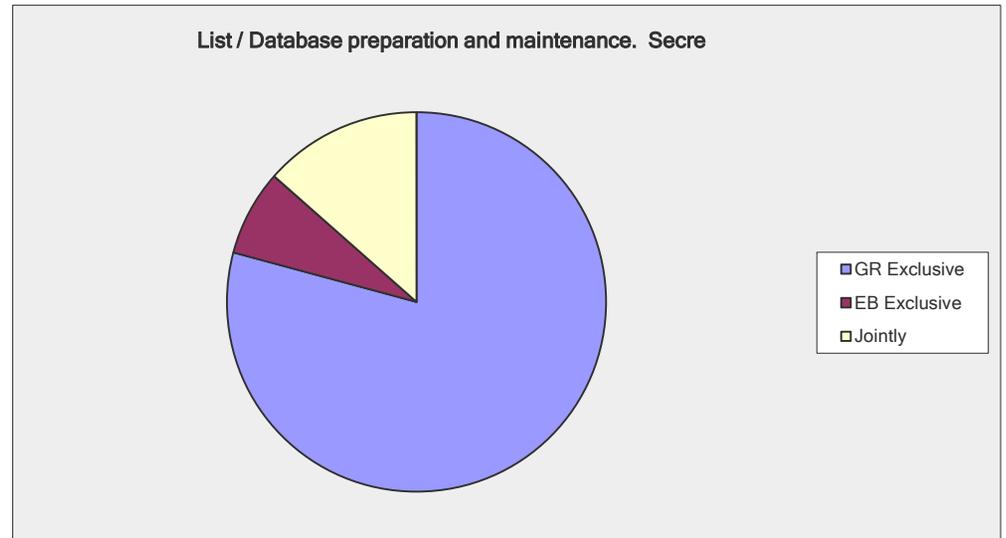
Answer Options	Response Percent	Response Count
GR Exclusive	53.4%	31
EB Exclusive	10.3%	6
Jointly	36.2%	21
<i>answered question</i>		58
<i>skipped question</i>		3



General Registrar / Electoral Board Duties

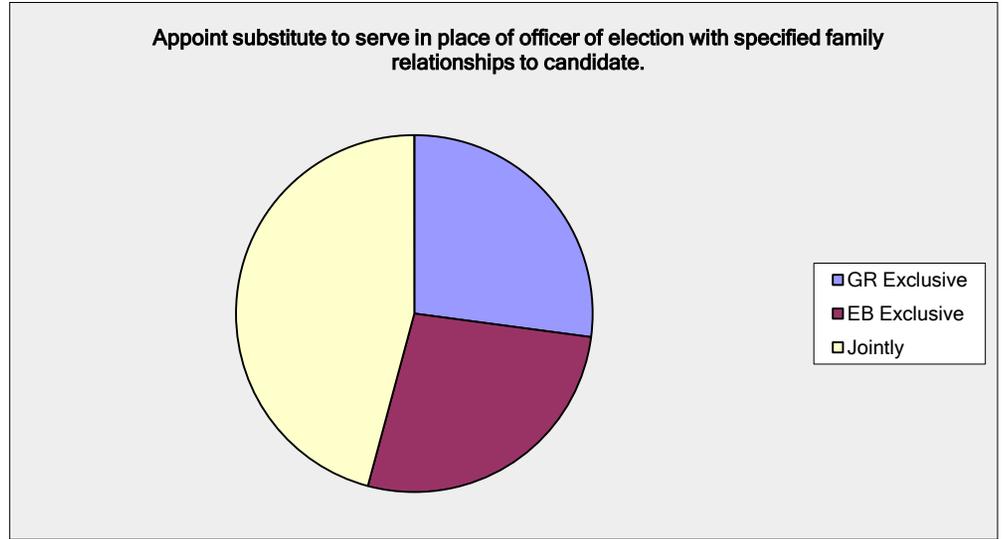
List / Database preparation and maintenance. Secretary responsible to post list and

Answer Options	Response Percent	Response Count
GR Exclusive	79.2%	76
EB Exclusive	7.3%	7
Jointly	13.5%	13
<i>answered question</i>		96
<i>skipped question</i>		1



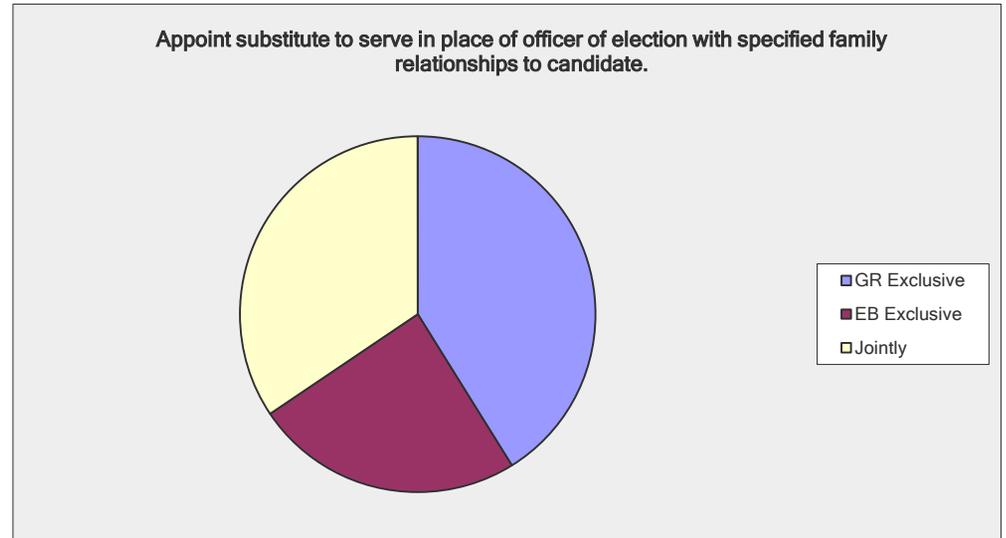
Electoral Board / General Registrar Duties

Appoint substitute to serve in place of officer of election with specified family relationships to candidate.		
Answer Options	Response Percent	Response Count
GR Exclusive	27.1%	16
EB Exclusive	27.1%	16
Jointly	45.8%	27
<i>answered question</i>		59
<i>skipped question</i>		2



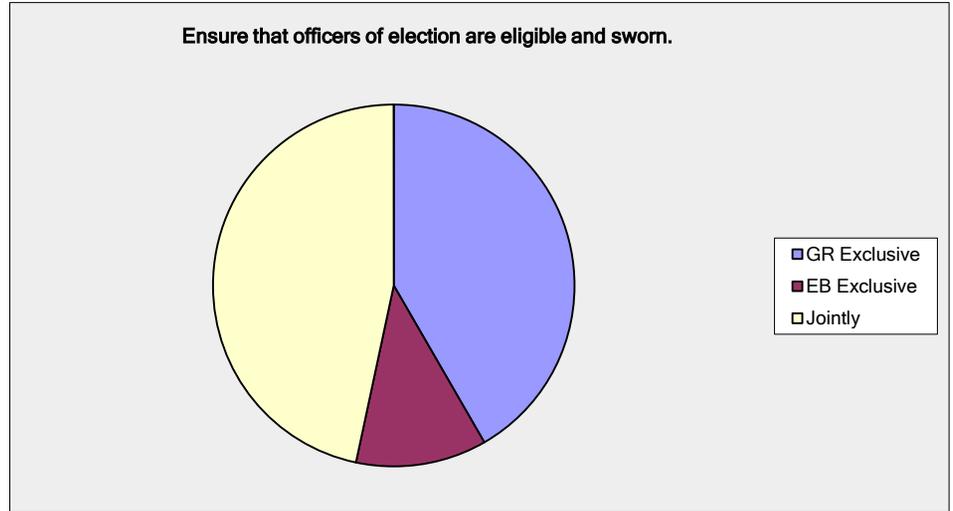
General Registrar / Electoral Board Duties

Appoint substitute to serve in place of officer of election with specified family relationships to candidate.		
Answer Options	Response Percent	Response Count
GR Exclusive	41.1%	37
EB Exclusive	24.4%	22
Jointly	34.4%	31
<i>answered question</i>		90
<i>skipped question</i>		7



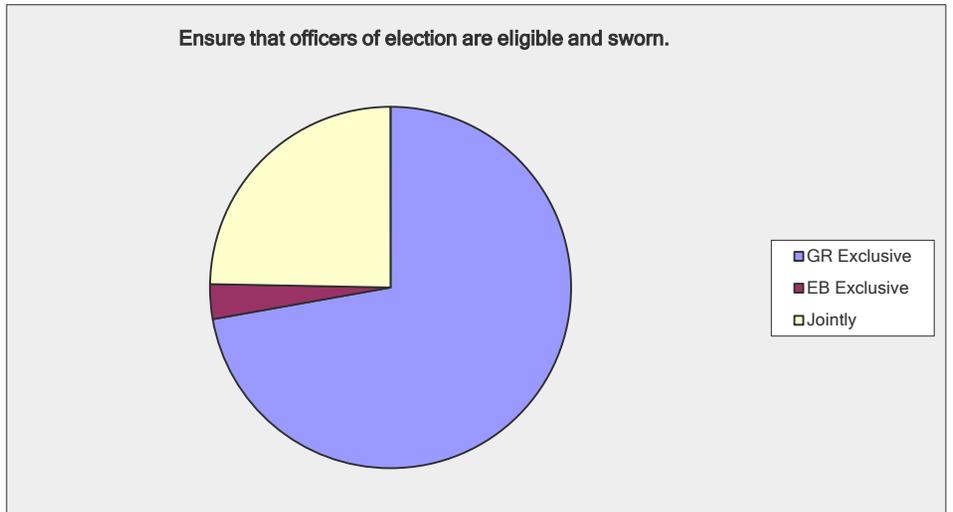
Electoral Board / General Registrar Duties

Ensure that officers of election are eligible and sworn.		
Answer Options	Response Percent	Response Count
GR Exclusive	41.7%	25
EB Exclusive	11.7%	7
Jointly	46.7%	28
<i>answered question</i>		60
<i>skipped question</i>		1



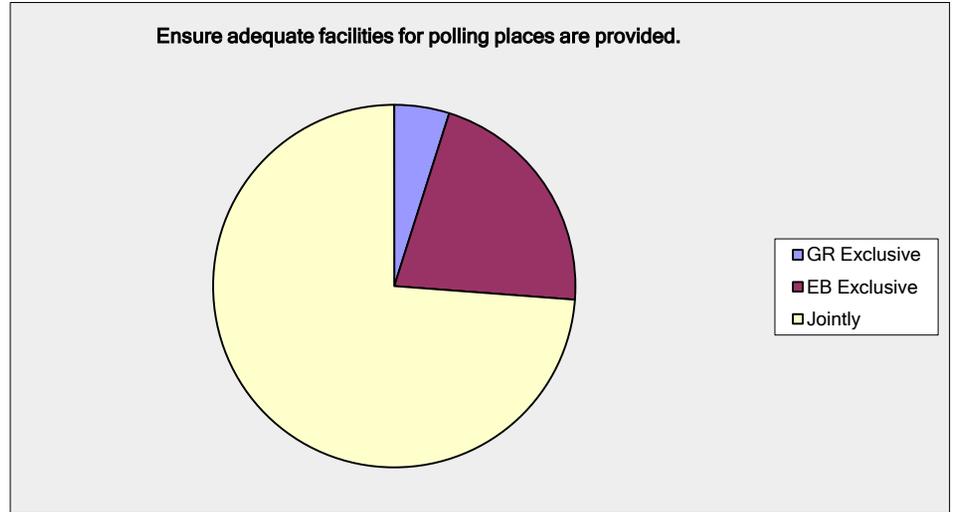
General Registrar / Electoral Board Duties

Ensure that officers of election are eligible and sworn.		
Answer Options	Response Percent	Response Count
GR Exclusive	72.2%	70
EB Exclusive	3.1%	3
Jointly	24.7%	24
<i>answered question</i>		97
<i>skipped question</i>		0



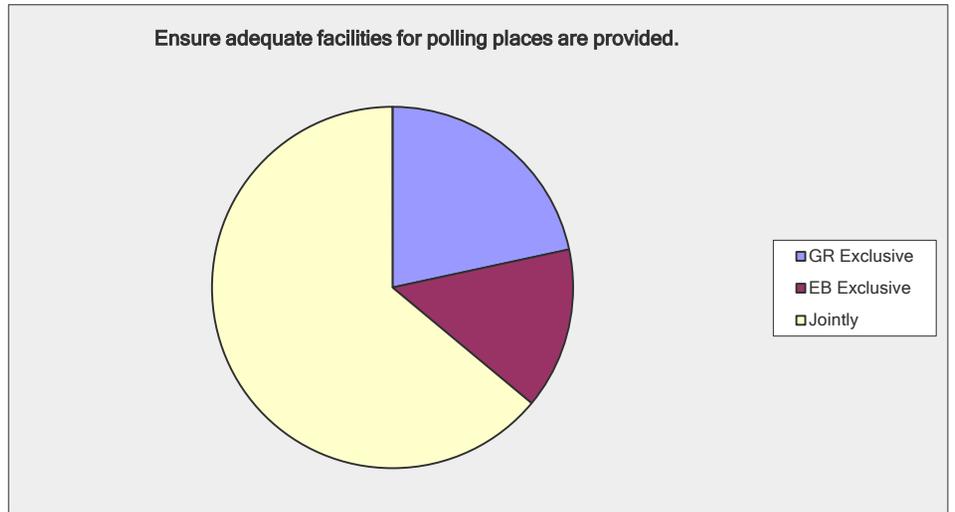
Electoral Board / General Registrar Duties

Ensure adequate facilities for polling places are provided.		
Answer Options	Response Percent	Response Count
GR Exclusive	4.9%	3
EB Exclusive	21.3%	13
Jointly	73.8%	45
<i>answered question</i>		61
<i>skipped question</i>		0



General Registrar / Electoral Board Duties

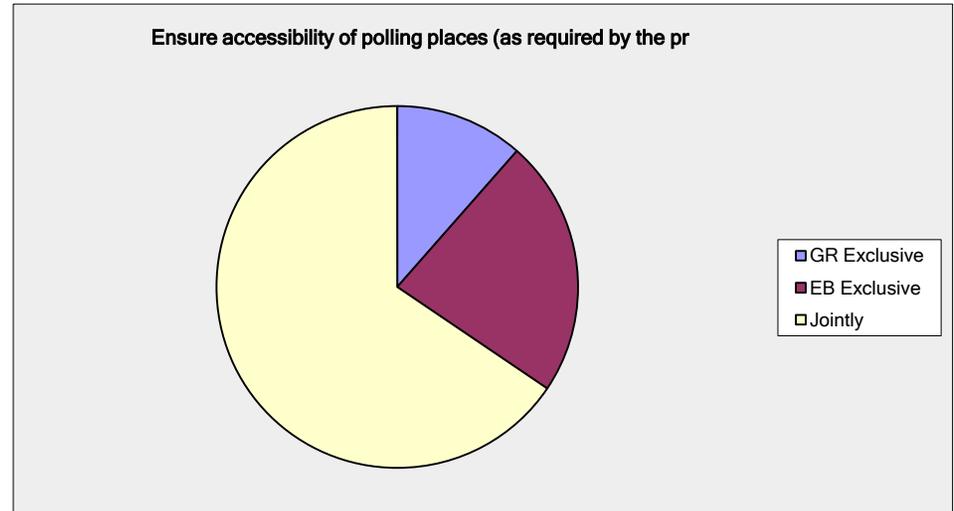
Ensure adequate facilities for polling places are provided.		
Answer Options	Response Percent	Response Count
GR Exclusive	21.6%	21
EB Exclusive	14.4%	14
Jointly	63.9%	62
<i>answered question</i>		97
<i>skipped question</i>		0



Electoral Board / General Registrar Duties

Ensure accessibility of polling places (as required by the provisions of the Virginians with Disabilities Act (§ 51.5-1 et seq.), the Voting Accessibility for the Elderly and

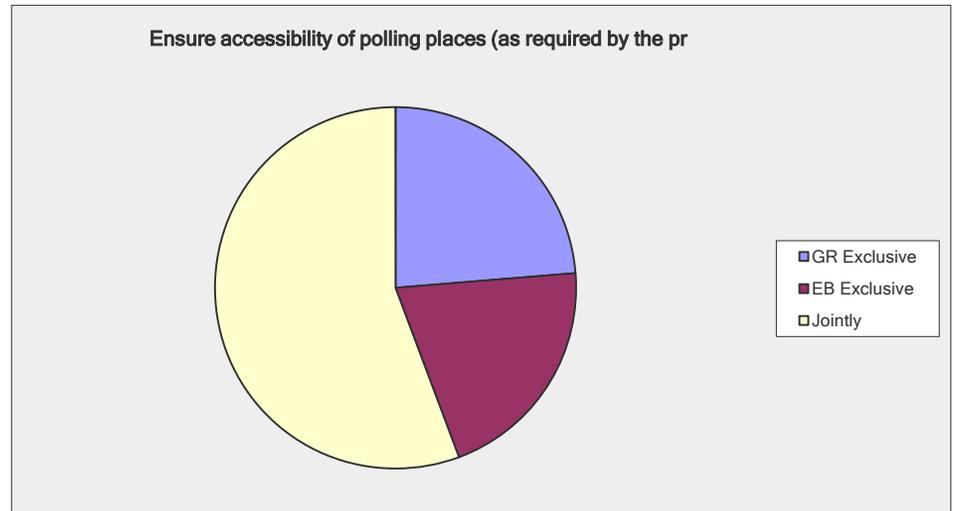
Answer Options	Response Percent	Response Count
GR Exclusive	11.5%	7
EB Exclusive	23.0%	14
Jointly	65.6%	40
<i>answered question</i>		61
<i>skipped question</i>		0



General Registrar / Electoral Board Duties

Ensure accessibility of polling places (as required by the provisions of the Virginians with

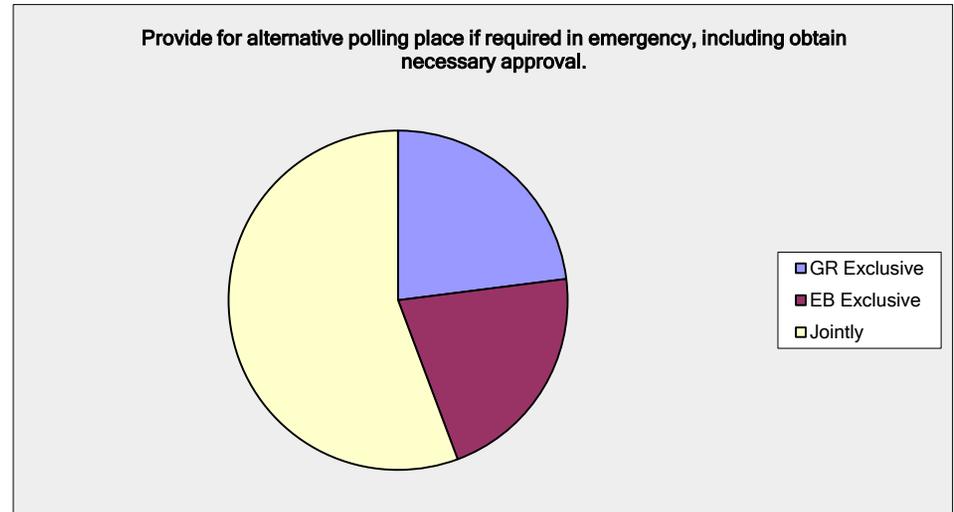
Answer Options	Response Percent	Response Count
GR Exclusive	23.7%	23
EB Exclusive	20.6%	20
Jointly	55.7%	54
<i>answered question</i>		97
<i>skipped question</i>		0



Electoral Board / General Registrar Duties

Provide for alternative polling place if required in emergency, including obtain necessary approval.

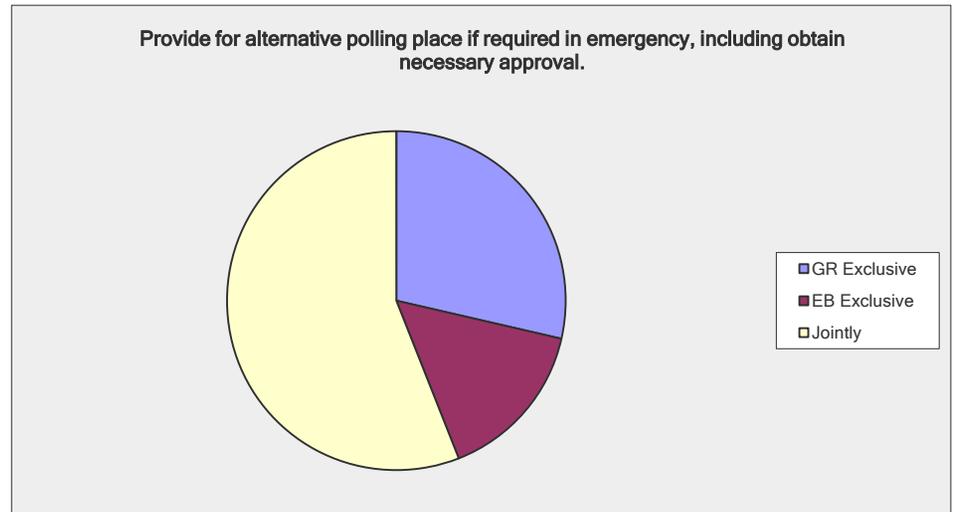
Answer Options	Response Percent	Response Count	
GR Exclusive	23.0%	14	
EB Exclusive	21.3%	13	
Jointly	55.7%	34	
<i>answered question</i>			61
<i>skipped question</i>			0



General Registrar / Electoral Board Duties

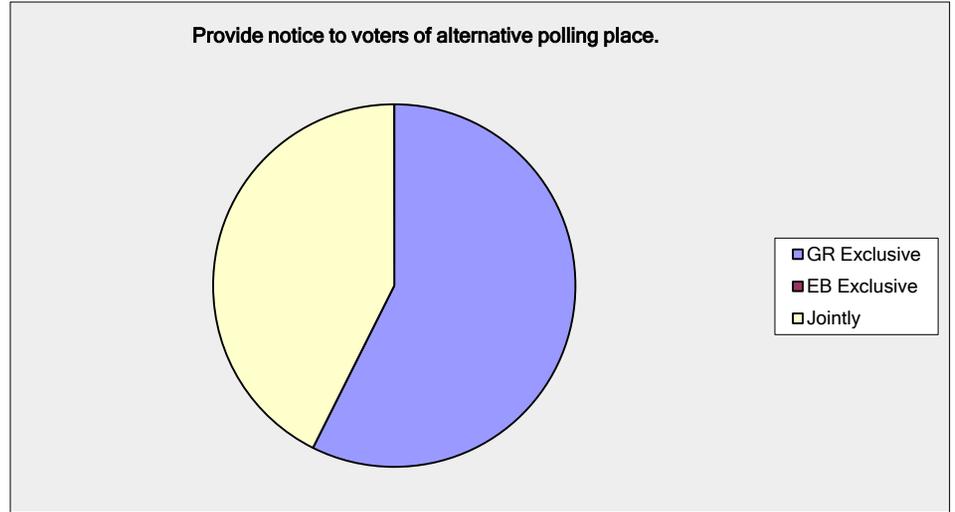
Provide for alternative polling place if required in emergency, including obtain necessary approval.

Answer Options	Response Percent	Response Count	
GR Exclusive	28.6%	26	
EB Exclusive	15.4%	14	
Jointly	56.0%	51	
<i>answered question</i>			91
<i>skipped question</i>			6



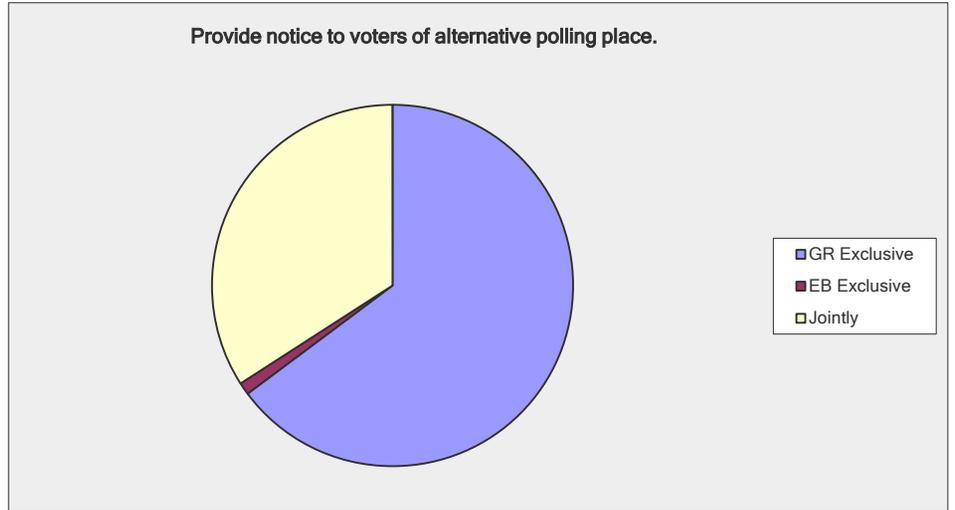
Electoral Board / General Registrar Duties

Provide notice to voters of alternative polling place.		
Answer Options	Response Percent	Response Count
GR Exclusive	57.4%	35
EB Exclusive	0.0%	0
Jointly	42.6%	26
<i>answered question</i>		61
<i>skipped question</i>		0



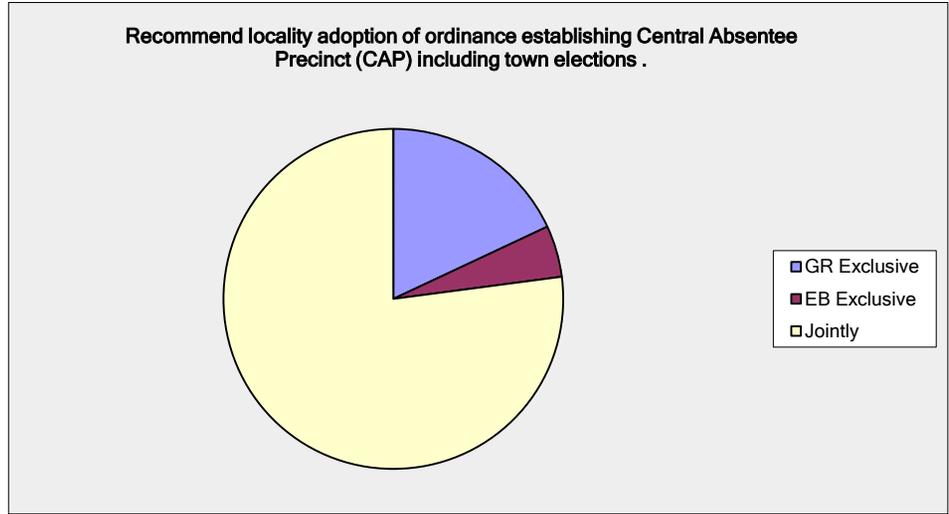
General Registrar / Electoral Board Duties

Provide notice to voters of alternative polling place.		
Answer Options	Response Percent	Response Count
GR Exclusive	64.8%	59
EB Exclusive	1.1%	1
Jointly	34.1%	31
<i>answered question</i>		91
<i>skipped question</i>		6



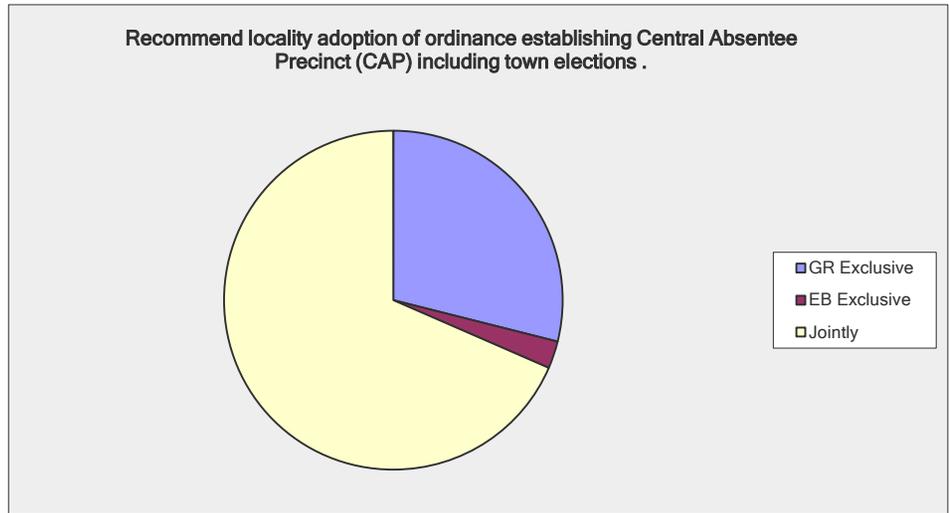
Electoral Board / General Registrar Duties

Recommend locality adoption of ordinance establishing Central Absentee Precinct (CAP) including town elections .		
Answer Options	Response Percent	Response Count
GR Exclusive	18.0%	11
EB Exclusive	4.9%	3
Jointly	77.0%	47
<i>answered question</i>		61
<i>skipped question</i>		0



General Registrar / Electoral Board Duties

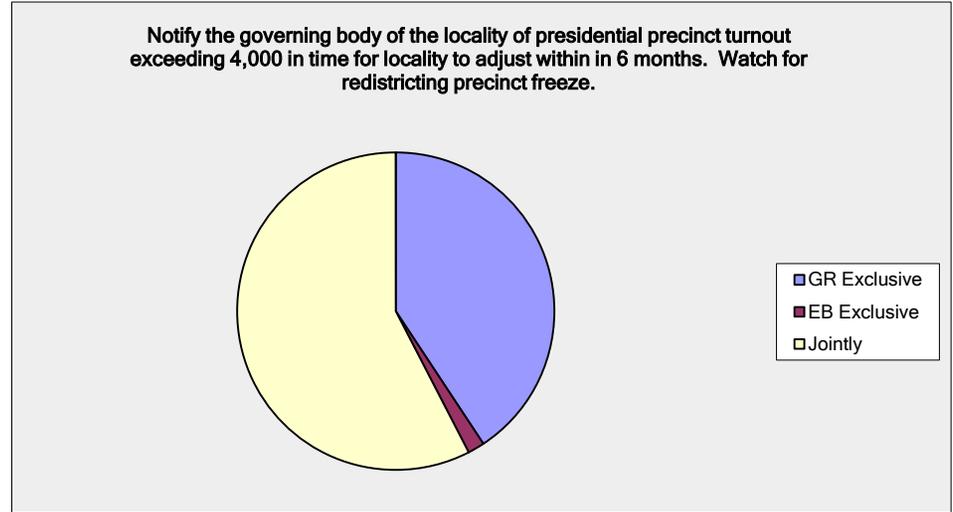
Recommend locality adoption of ordinance establishing Central Absentee Precinct		
Answer Options	Response Percent	Response Count
GR Exclusive	28.9%	22
EB Exclusive	2.6%	2
Jointly	68.4%	52
<i>answered question</i>		76
<i>skipped question</i>		21



Electoral Board / General Registrar Duties

Notify the governing body of the locality of presidential precinct turnout exceeding 4,000 in time for locality to adjust within in 6 months. Watch for redistricting precinct freeze.

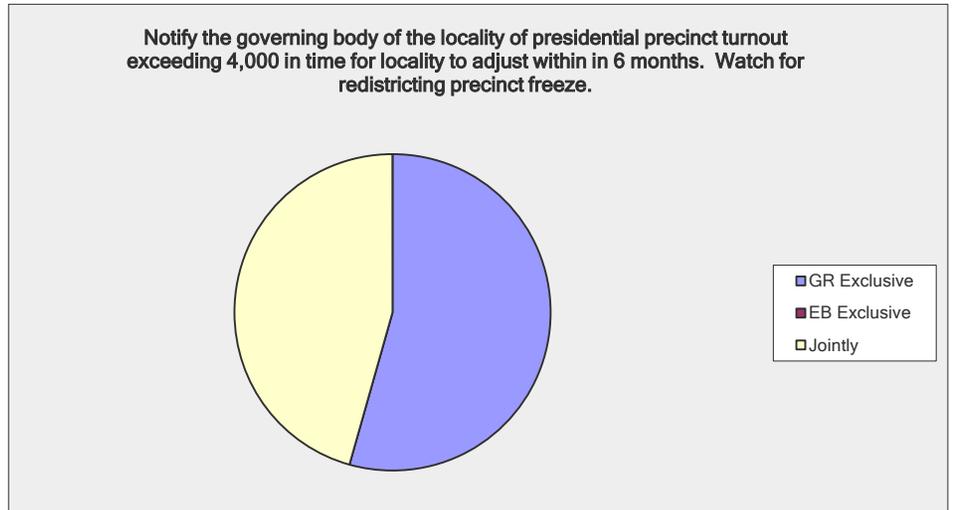
Answer Options	Response Percent	Response Count
GR Exclusive	40.7%	24
EB Exclusive	1.7%	1
Jointly	57.6%	34
<i>answered question</i>		59
<i>skipped question</i>		2



General Registrar / Electoral Board Duties

Notify the governing body of the locality of presidential precinct turnout exceeding 4,000

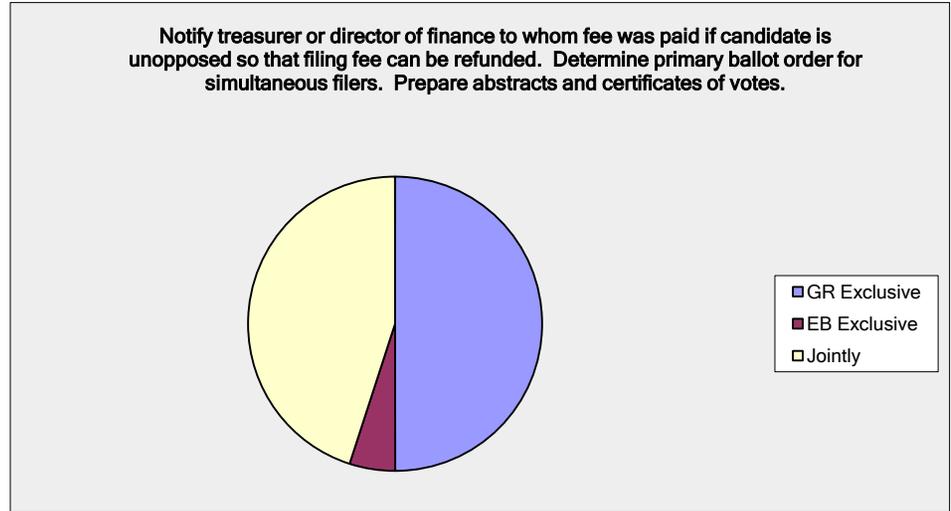
Answer Options	Response Percent	Response Count
GR Exclusive	54.4%	43
EB Exclusive	0.0%	0
Jointly	45.6%	36
<i>answered question</i>		79
<i>skipped question</i>		18



Electoral Board / General Registrar Duties

Notify treasurer or director of finance to whom fee was paid if candidate is unopposed so that filing fee can be refunded. Determine primary ballot order for simultaneous filers.

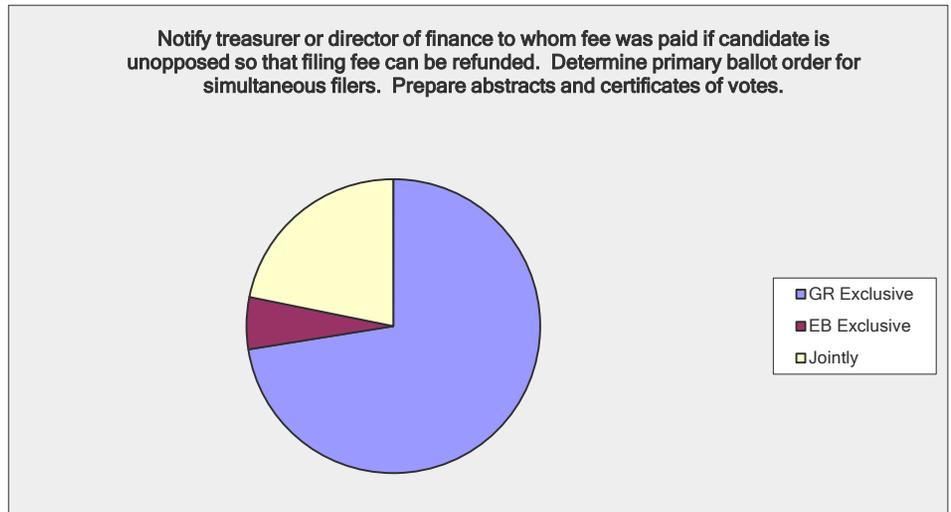
Answer Options	Response Percent	Response Count
GR Exclusive	50.0%	30
EB Exclusive	5.0%	3
Jointly	45.0%	27
<i>answered question</i>		60
<i>skipped question</i>		1



General Registrar / Electoral Board Duties

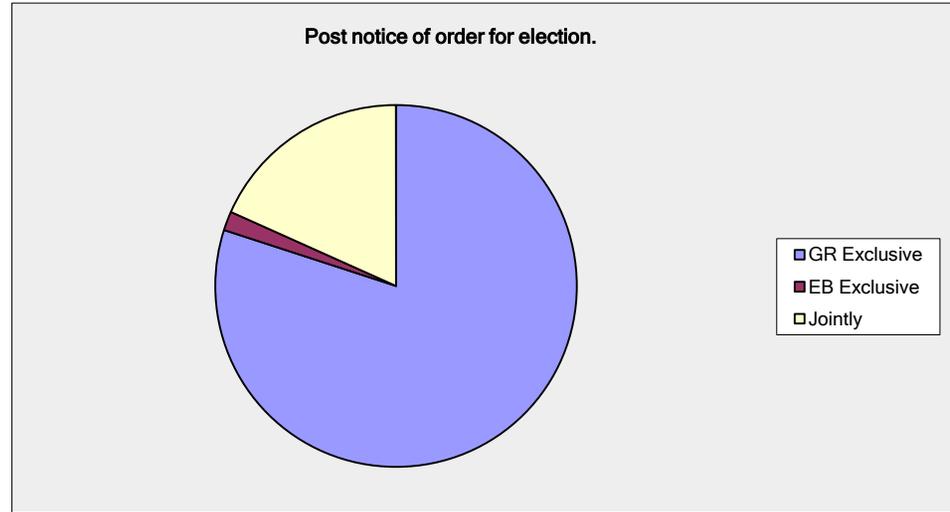
Notify treasurer or director of finance to whom fee was paid if candidate is unopposed so

Answer Options	Response Percent	Response Count
GR Exclusive	72.4%	63
EB Exclusive	5.7%	5
Jointly	21.8%	19
<i>answered question</i>		87
<i>skipped question</i>		10



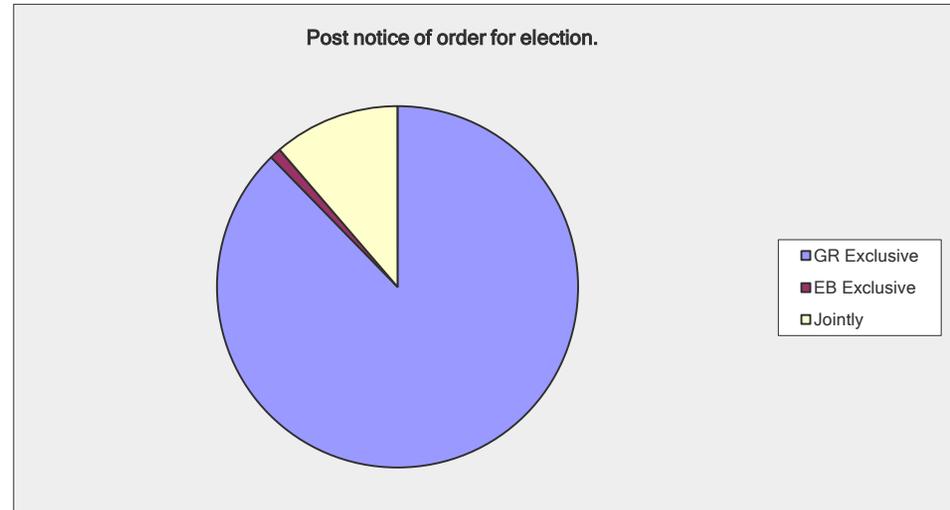
Electoral Board / General Registrar Duties

Post notice of order for election.		
Answer Options	Response Percent	Response Count
GR Exclusive	80.0%	48
EB Exclusive	1.7%	1
Jointly	18.3%	11
<i>answered question</i>		60
<i>skipped question</i>		1



General Registrar / Electoral Board Duties

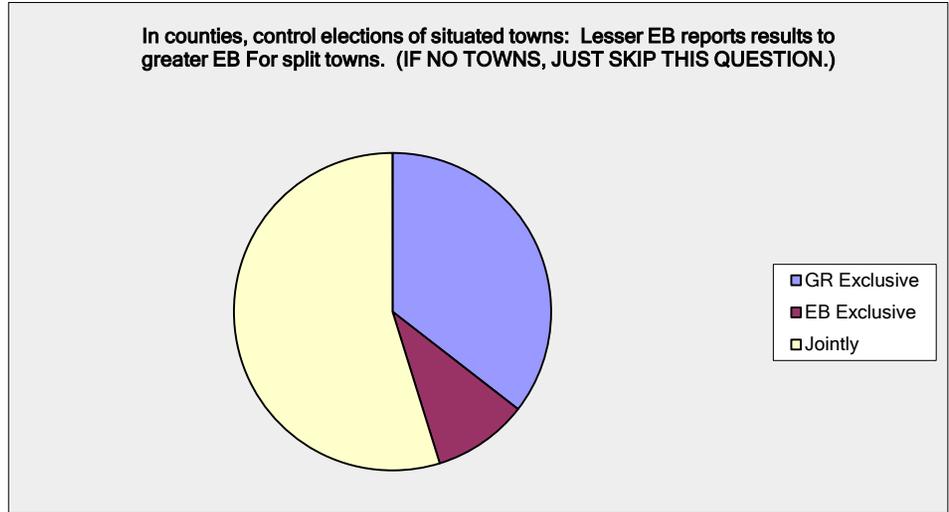
Post notice of order for election.		
Answer Options	Response Percent	Response Count
GR Exclusive	87.6%	85
EB Exclusive	1.0%	1
Jointly	11.3%	11
<i>answered question</i>		97
<i>skipped question</i>		0



Electoral Board / General Registrar Duties

In counties, control elections of situated towns: Lesser EB reports results to greater EB For split towns. (IF NO TOWNS, JUST SKIP THIS QUESTION.)

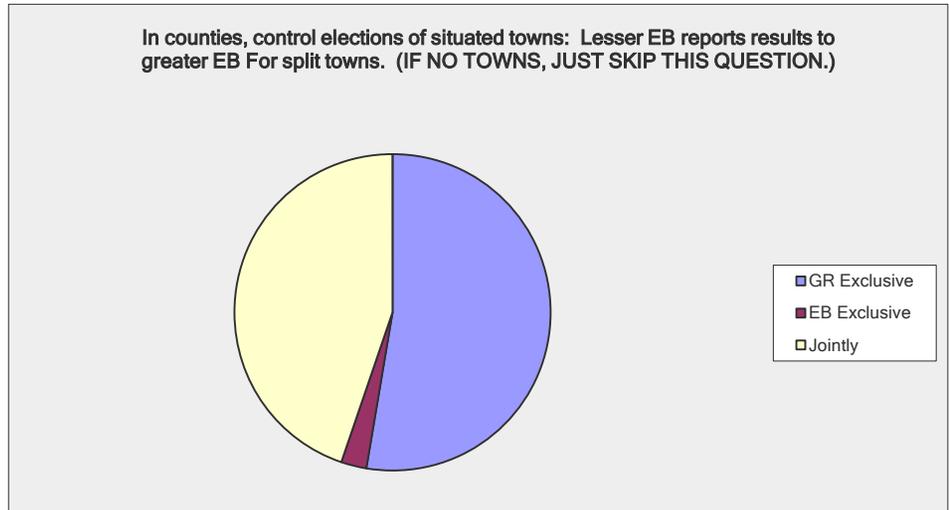
Answer Options	Response Percent	Response Count
GR Exclusive	35.5%	11
EB Exclusive	9.7%	3
Jointly	54.8%	17
<i>answered question</i>		31
<i>skipped question</i>		30



General Registrar / Electoral Board Duties

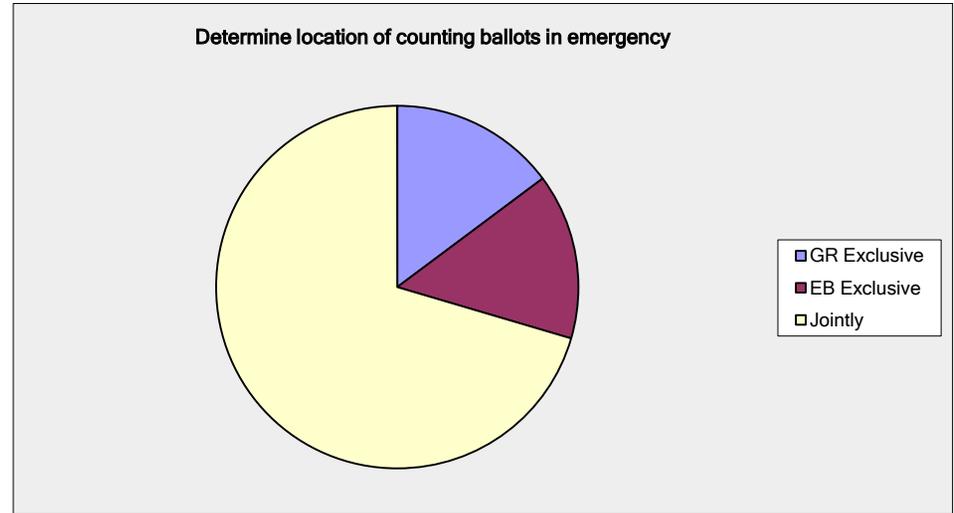
In counties, control elections of situated towns: Lesser EB reports results to greater EB

Answer Options	Response Percent	Response Count
GR Exclusive	52.6%	20
EB Exclusive	2.6%	1
Jointly	44.7%	17
<i>answered question</i>		38
<i>skipped question</i>		59



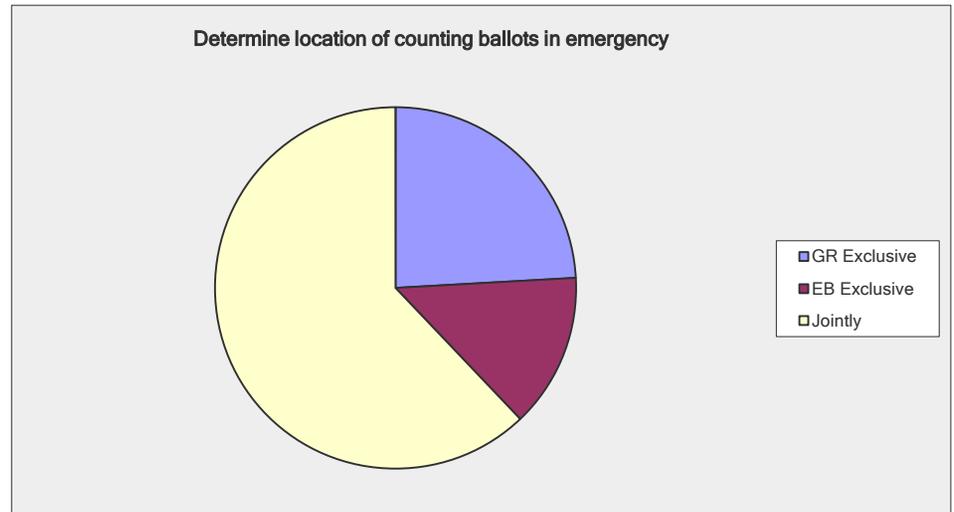
Electoral Board / General Registrar Duties

Determine location of counting ballots in emergency		
Answer Options	Response Percent	Response Count
GR Exclusive	14.8%	9
EB Exclusive	14.8%	9
Jointly	70.5%	43
<i>answered question</i>		61
<i>skipped question</i>		0



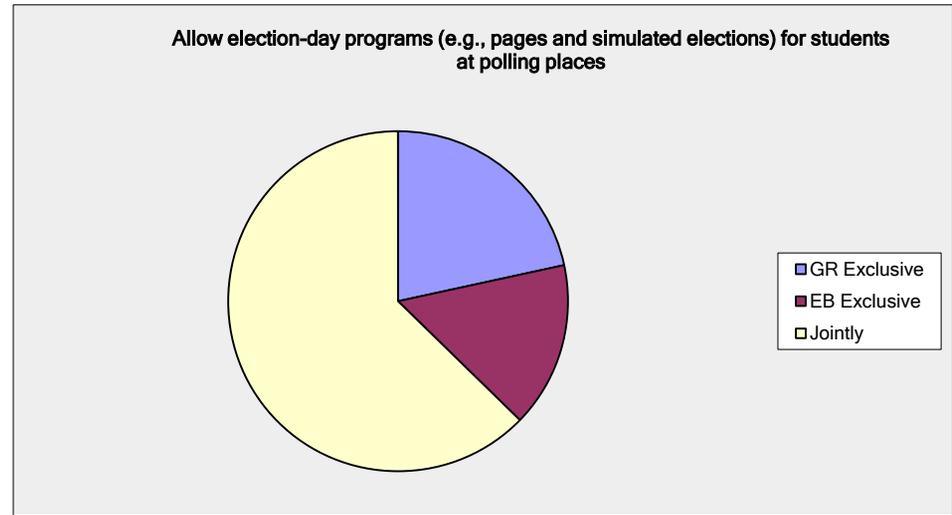
General Registrar / Electoral Board Duties

Determine location of counting ballots in emergency		
Answer Options	Response Percent	Response Count
GR Exclusive	24.1%	21
EB Exclusive	13.8%	12
Jointly	62.1%	54
<i>answered question</i>		87
<i>skipped question</i>		10



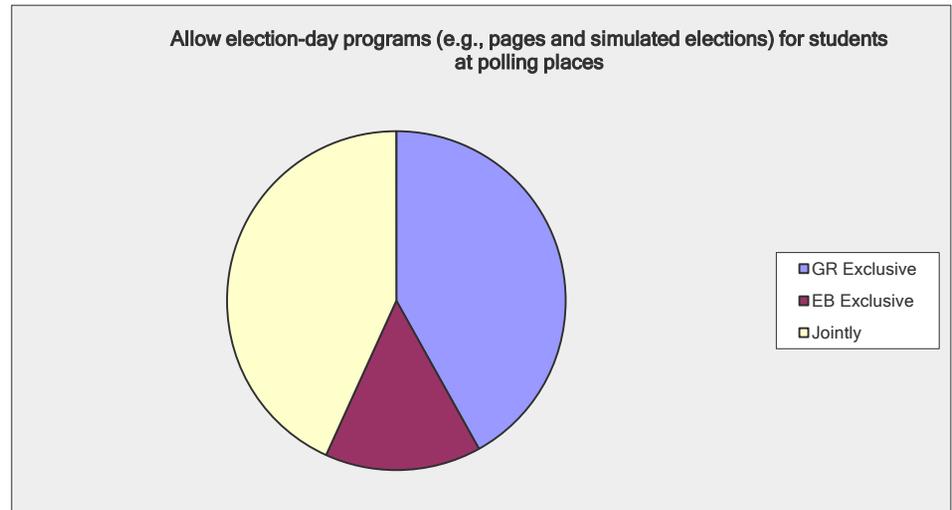
Electoral Board / General Registrar Duties

Allow election-day programs (e.g., pages and simulated elections) for students at polling places		
Answer Options	Response Percent	Response Count
GR Exclusive	21.6%	11
EB Exclusive	15.7%	8
Jointly	62.7%	32
<i>answered question</i>		51
<i>skipped question</i>		10



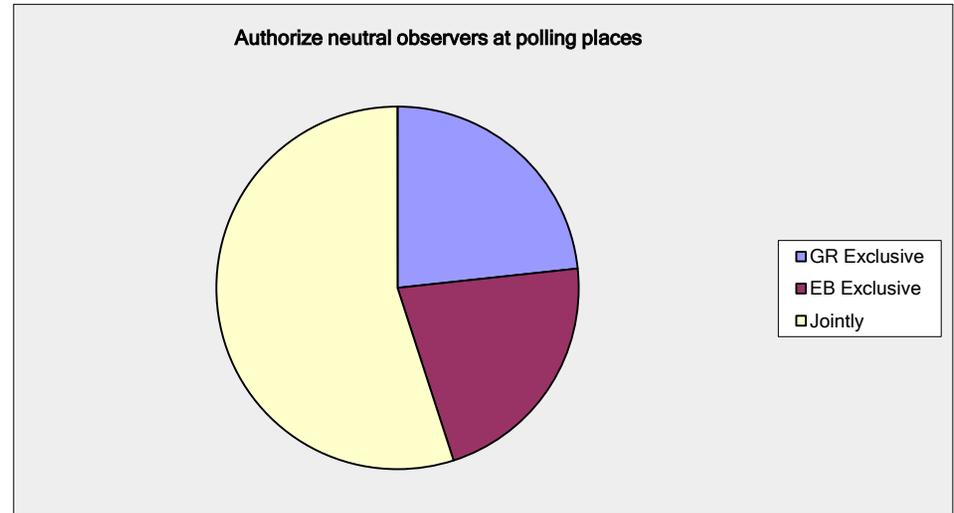
General Registrar / Electoral Board Duties

Allow election-day programs (e.g., pages and simulated elections) for students at polling places		
Answer Options	Response Percent	Response Count
GR Exclusive	41.9%	31
EB Exclusive	14.9%	11
Jointly	43.2%	32
<i>answered question</i>		74
<i>skipped question</i>		23



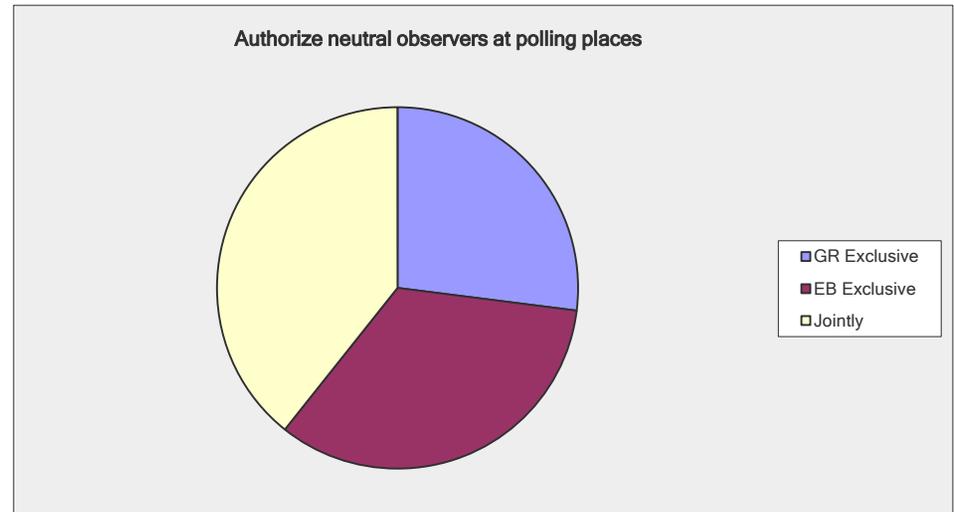
Electoral Board / General Registrar Duties

Authorize neutral observers at polling places		
Answer Options	Response Percent	Response Count
GR Exclusive	23.3%	14
EB Exclusive	21.7%	13
Jointly	55.0%	33
<i>answered question</i>		60
<i>skipped question</i>		1



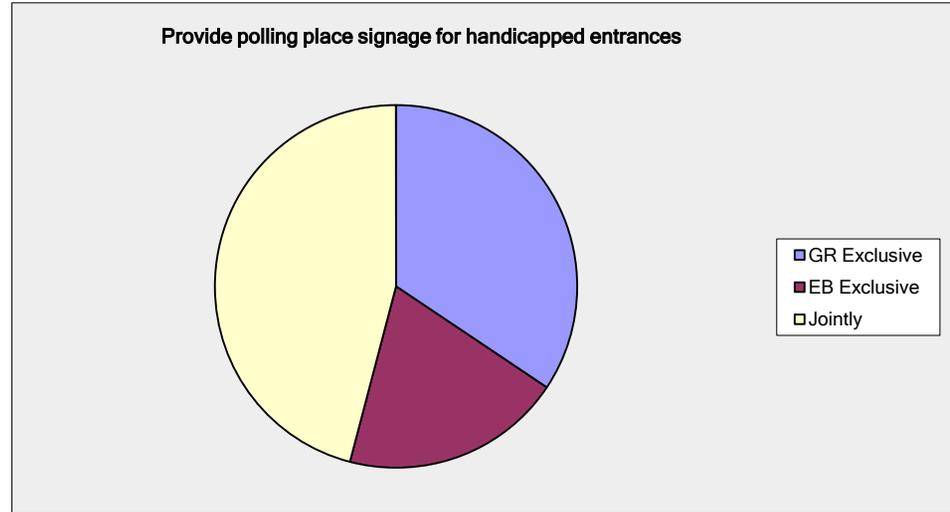
General Registrar / Electoral Board Duties

Authorize neutral observers at polling places		
Answer Options	Response Percent	Response Count
GR Exclusive	27.0%	24
EB Exclusive	33.7%	30
Jointly	39.3%	35
<i>answered question</i>		89
<i>skipped question</i>		8



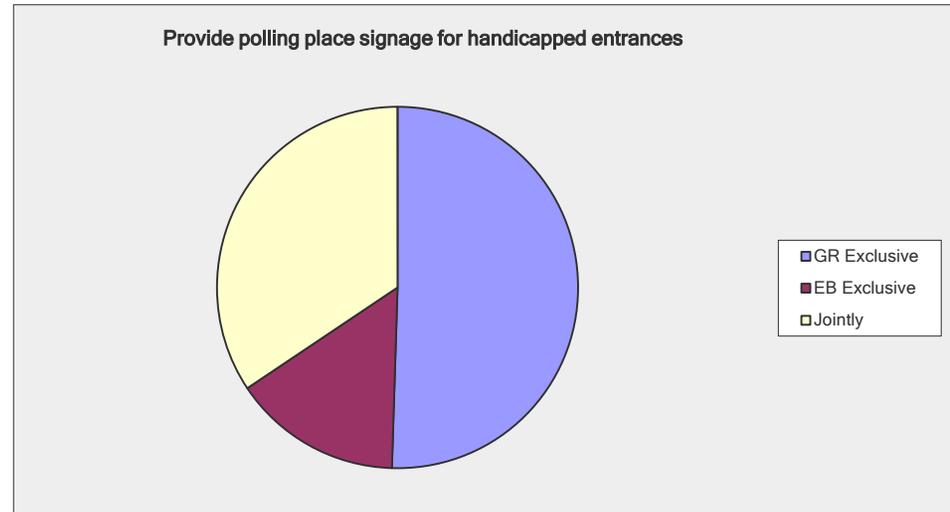
Electoral Board / General Registrar Duties

Provide polling place signage for handicapped entrances		
Answer Options	Response Percent	Response Count
GR Exclusive	34.4%	21
EB Exclusive	19.7%	12
Jointly	45.9%	28
<i>answered question</i>		61
<i>skipped question</i>		0



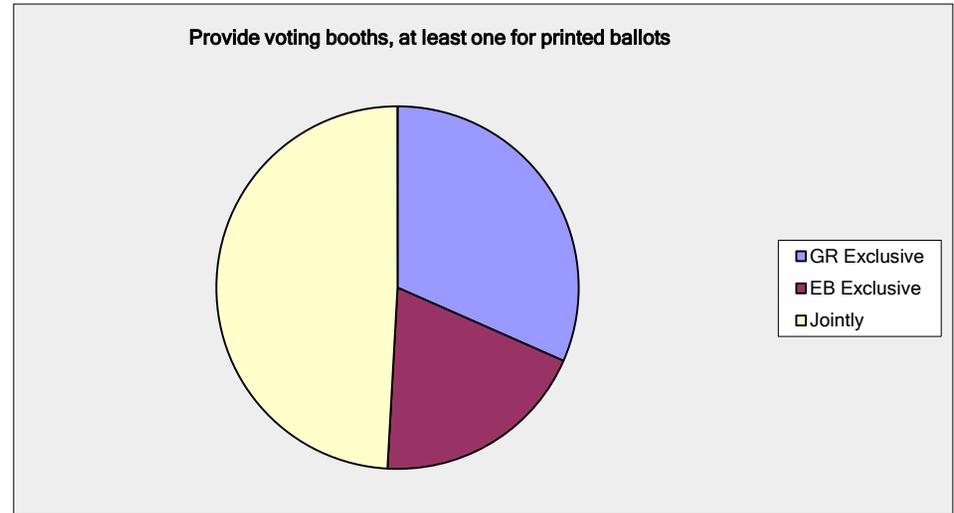
General Registrar / Electoral Board Duties

Provide polling place signage for handicapped entrances		
Answer Options	Response Percent	Response Count
GR Exclusive	50.5%	47
EB Exclusive	15.1%	14
Jointly	34.4%	32
<i>answered question</i>		93
<i>skipped question</i>		4



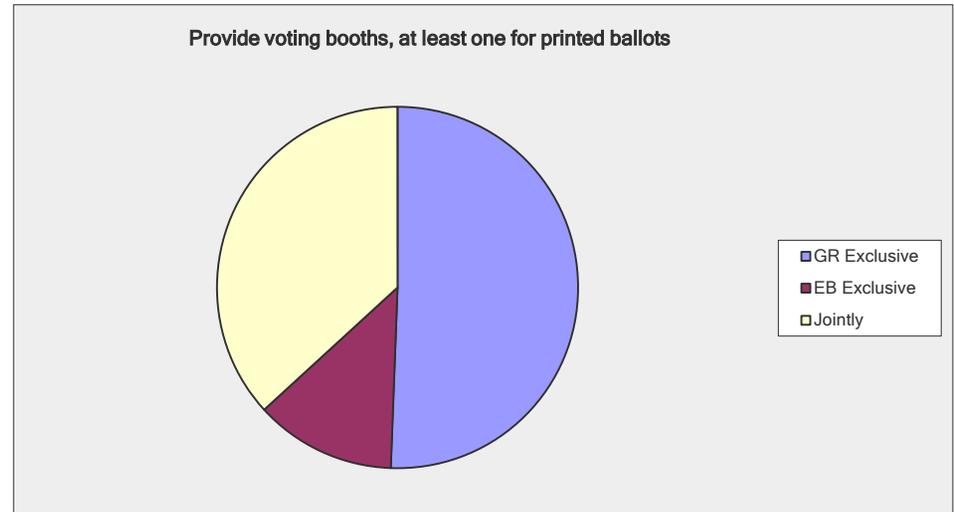
Electoral Board / General Registrar Duties

Provide voting booths, at least one for printed ballots		
Answer Options	Response Percent	Response Count
GR Exclusive	31.6%	18
EB Exclusive	19.3%	11
Jointly	49.1%	28
<i>answered question</i>		57
<i>skipped question</i>		4



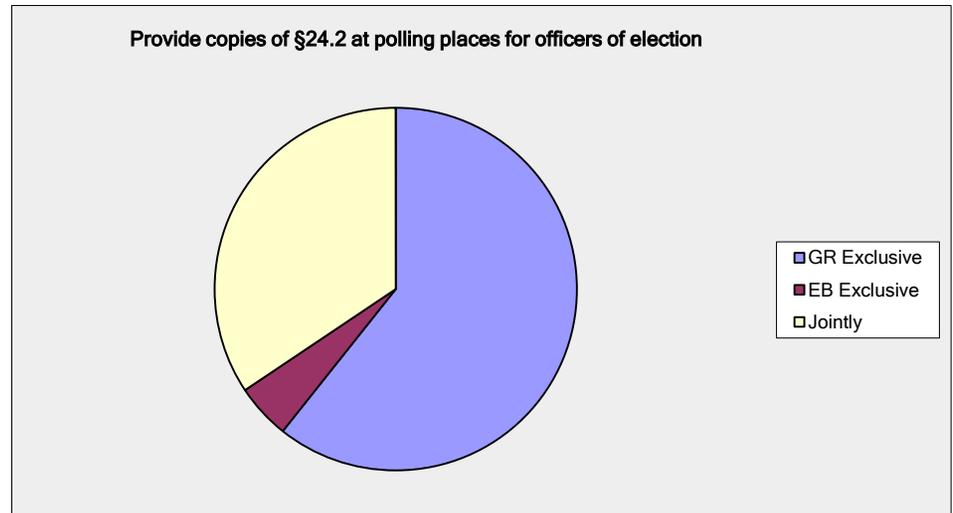
General Registrar / Electoral Board Duties

Provide voting booths, at least one for printed ballots		
Answer Options	Response Percent	Response Count
GR Exclusive	50.6%	44
EB Exclusive	12.6%	11
Jointly	36.8%	32
<i>answered question</i>		87
<i>skipped question</i>		10



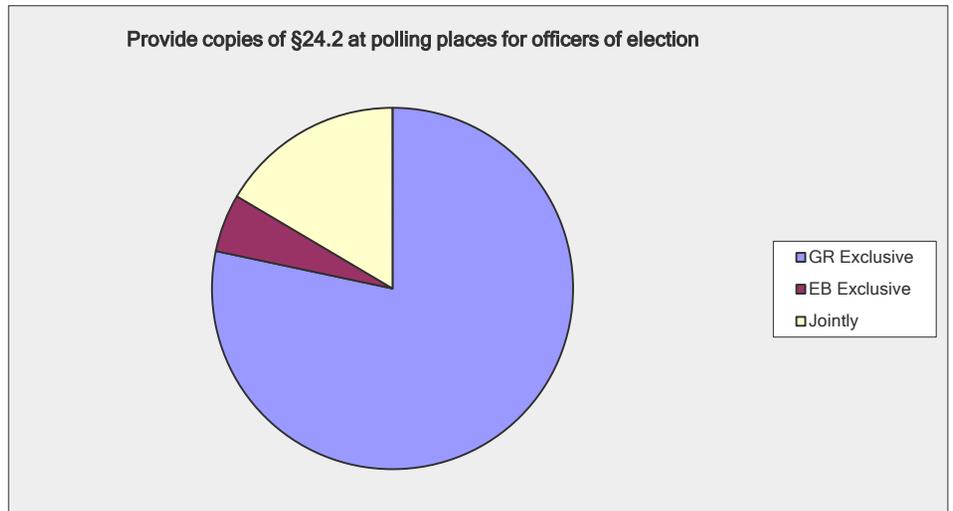
Electoral Board / General Registrar Duties

Provide copies of §24.2 at polling places for officers of election		
Answer Options	Response Percent	Response Count
GR Exclusive	60.7%	37
EB Exclusive	4.9%	3
Jointly	34.4%	21
<i>answered question</i>		61
<i>skipped question</i>		0



General Registrar / Electoral Board Duties

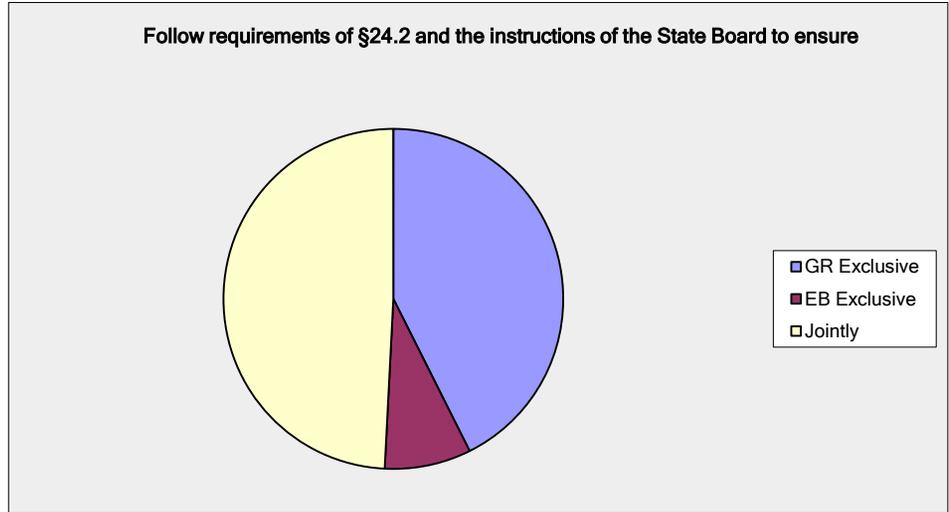
Provide copies of §24.2 at polling places for officers of election		
Answer Options	Response Percent	Response Count
GR Exclusive	78.4%	76
EB Exclusive	5.2%	5
Jointly	16.5%	16
<i>answered question</i>		97
<i>skipped question</i>		0



Electoral Board / General Registrar Duties

Follow requirements of §24.2 and the instructions of the State Board to ensure that the pollbooks, ballots, voting equipment keys, and other materials and supplies required to

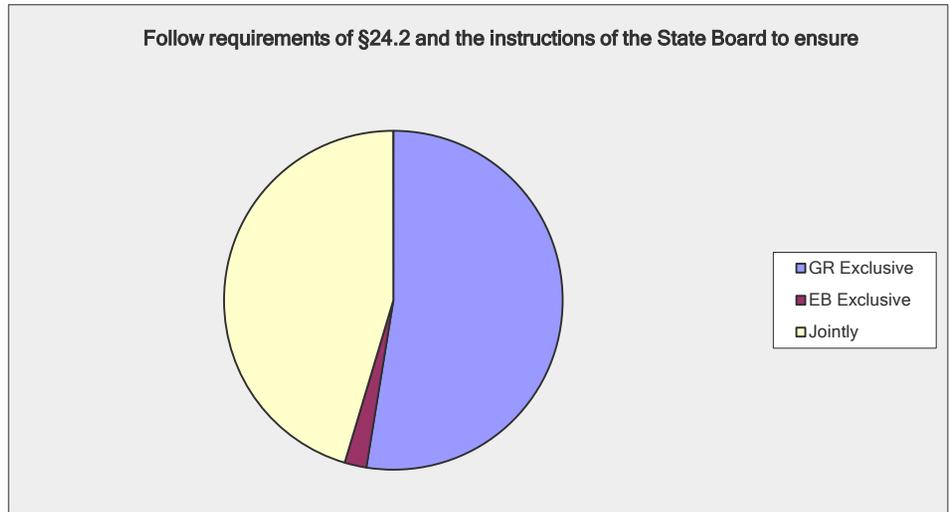
Answer Options	Response Percent	Response Count
GR Exclusive	42.6%	26
EB Exclusive	8.2%	5
Jointly	49.2%	30
<i>answered question</i>		61
<i>skipped question</i>		0



General Registrar / Electoral Board Duties

Follow requirements of §24.2 and the instructions of the State Board to ensure that the

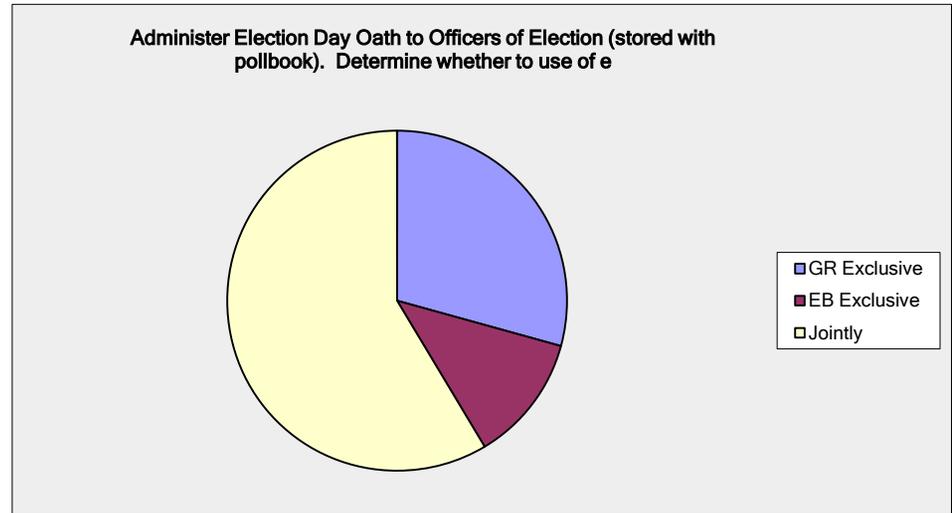
Answer Options	Response Percent	Response Count
GR Exclusive	52.6%	51
EB Exclusive	2.1%	2
Jointly	45.4%	44
<i>answered question</i>		97
<i>skipped question</i>		0



Electoral Board / General Registrar Duties

Administer Election Day Oath to Officers of Election (stored with pollbook). Determine whether to use of electronic pollbooks of type approved by SBE and plan for provisional

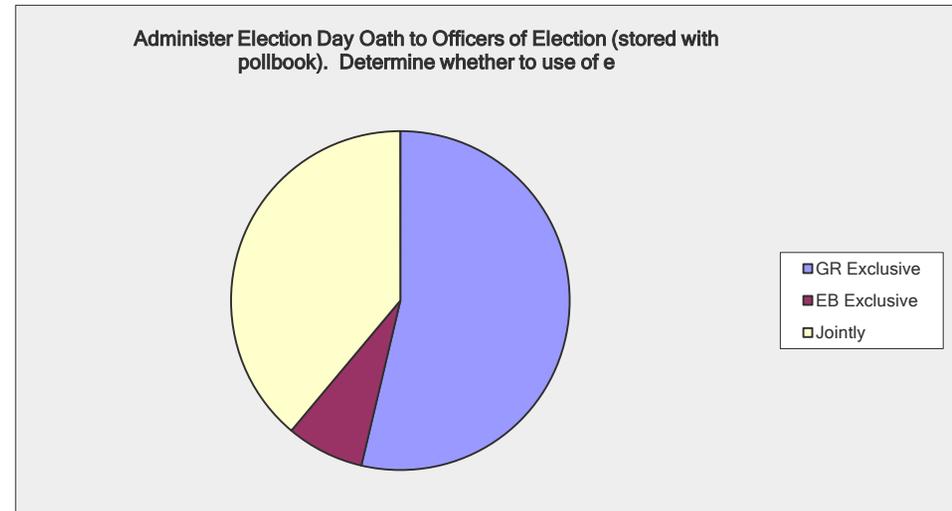
Answer Options	Response Percent	Response Count
GR Exclusive	29.3%	17
EB Exclusive	12.1%	7
Jointly	58.6%	34
<i>answered question</i>		58
<i>skipped question</i>		3



General Registrar / Electoral Board Duties

Administer Election Day Oath to Officers of Election (stored with pollbook). Determine

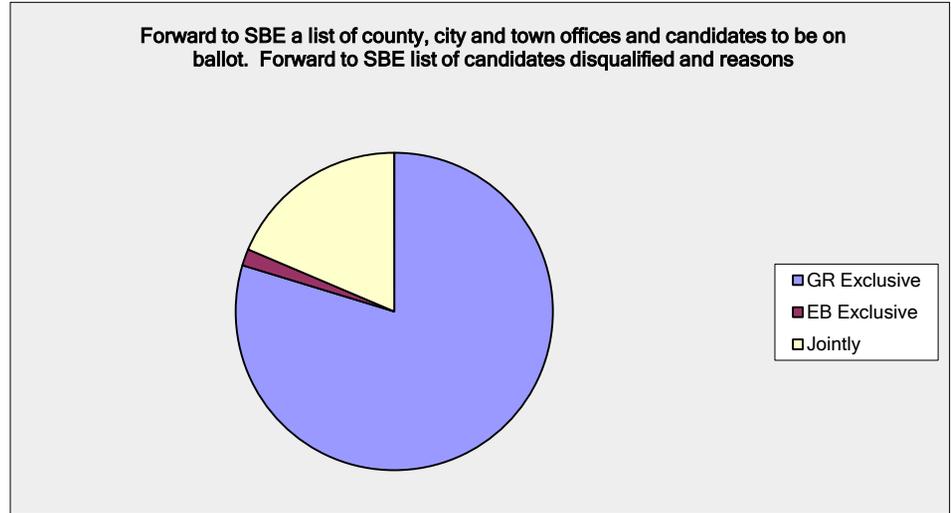
Answer Options	Response Percent	Response Count
GR Exclusive	53.7%	51
EB Exclusive	7.4%	7
Jointly	38.9%	37
<i>answered question</i>		95
<i>skipped question</i>		2



Electoral Board / General Registrar Duties

Forward to SBE a list of county, city and town offices and candidates to be on ballot.
Forward to SBE list of candidates disqualified and reasons

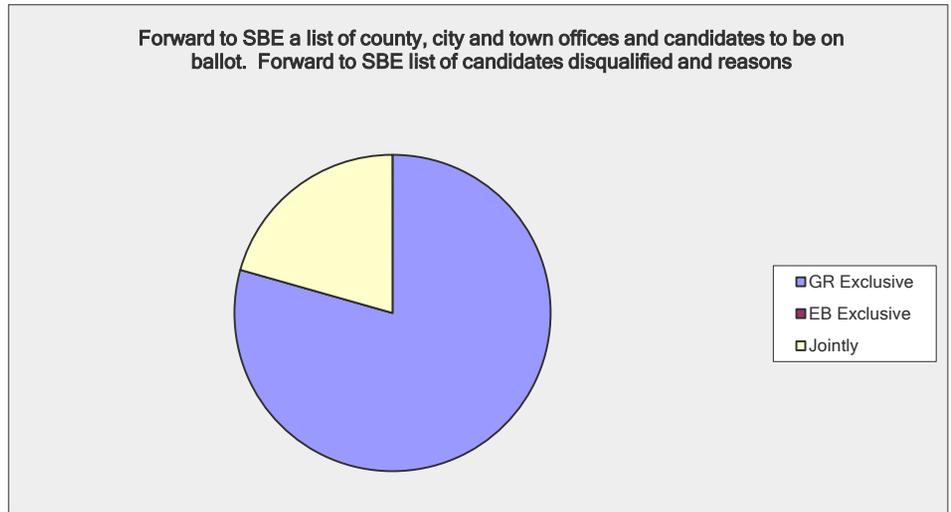
Answer Options	Response Percent	Response Count
GR Exclusive	79.7%	47
EB Exclusive	1.7%	1
Jointly	18.6%	11
<i>answered question</i>		59
<i>skipped question</i>		2



General Registrar / Electoral Board Duties

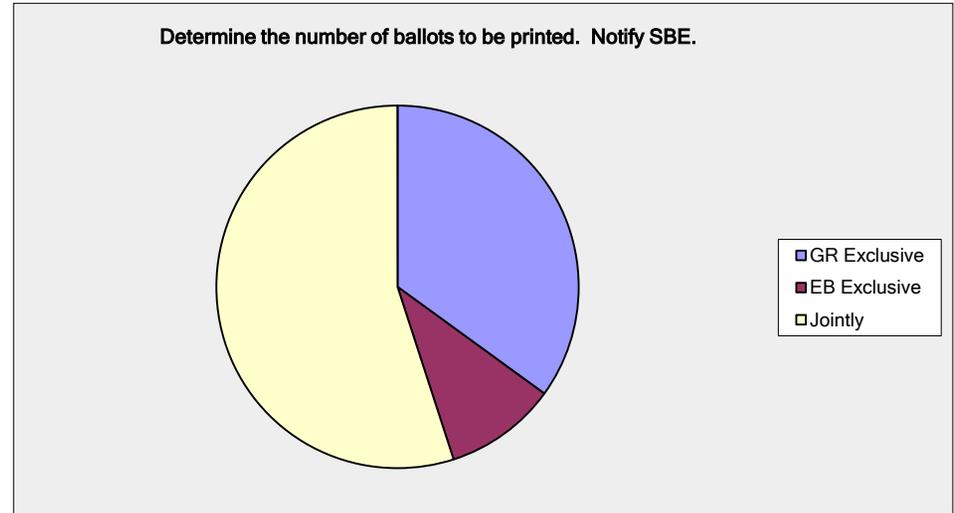
Forward to SBE a list of county, city and town offices and candidates to be on ballot.

Answer Options	Response Percent	Response Count
GR Exclusive	79.4%	77
EB Exclusive	0.0%	0
Jointly	20.6%	20
<i>answered question</i>		97
<i>skipped question</i>		0



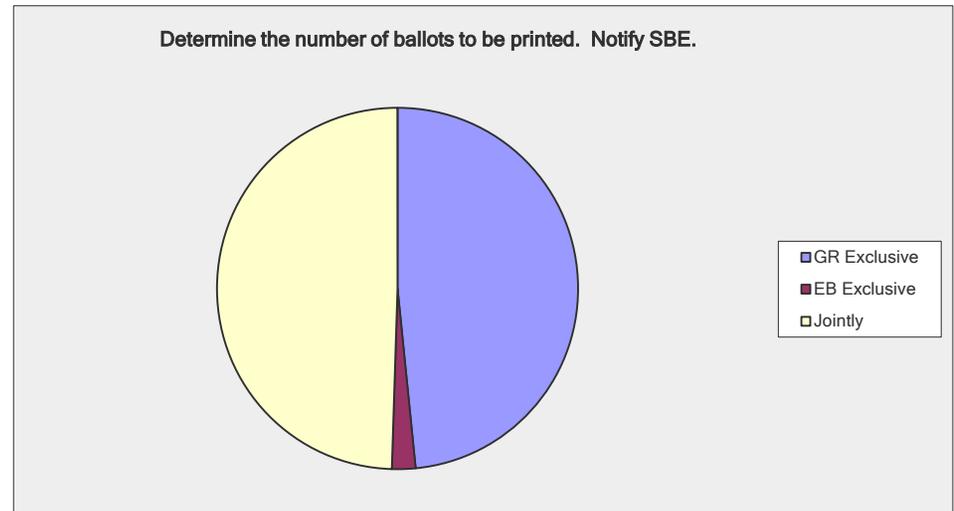
Electoral Board / General Registrar Duties

Determine the number of ballots to be printed. Notify SBE.		
Answer Options	Response Percent	Response Count
GR Exclusive	35.0%	21
EB Exclusive	10.0%	6
Jointly	55.0%	33
<i>answered question</i>		60
<i>skipped question</i>		1



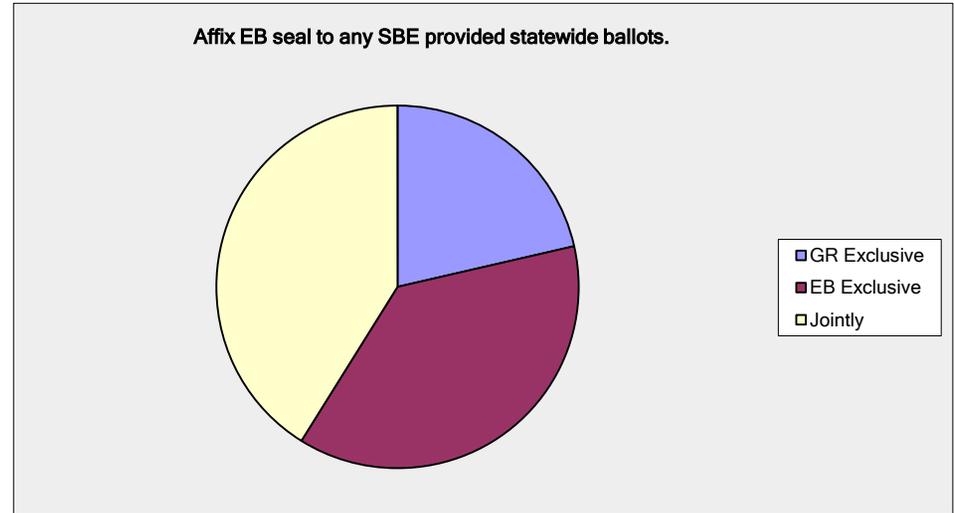
General Registrar / Electoral Board Duties

Determine the number of ballots to be printed. Notify SBE.		
Answer Options	Response Percent	Response Count
GR Exclusive	48.4%	46
EB Exclusive	2.1%	2
Jointly	49.5%	47
<i>answered question</i>		95
<i>skipped question</i>		2



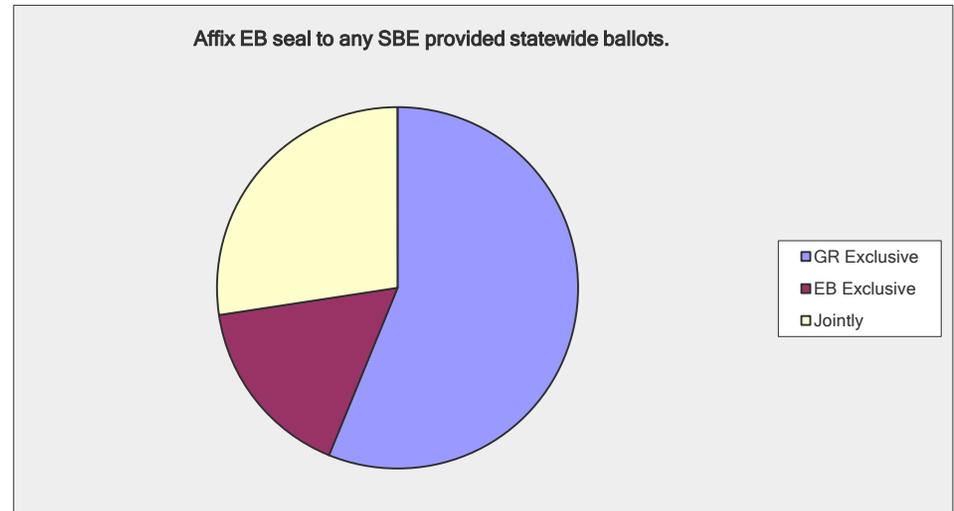
Electoral Board / General Registrar Duties

Affix EB seal to any SBE provided statewide ballots.		
Answer Options	Response Percent	Response Count
GR Exclusive	21.4%	12
EB Exclusive	37.5%	21
Jointly	41.1%	23
<i>answered question</i>		56
<i>skipped question</i>		5



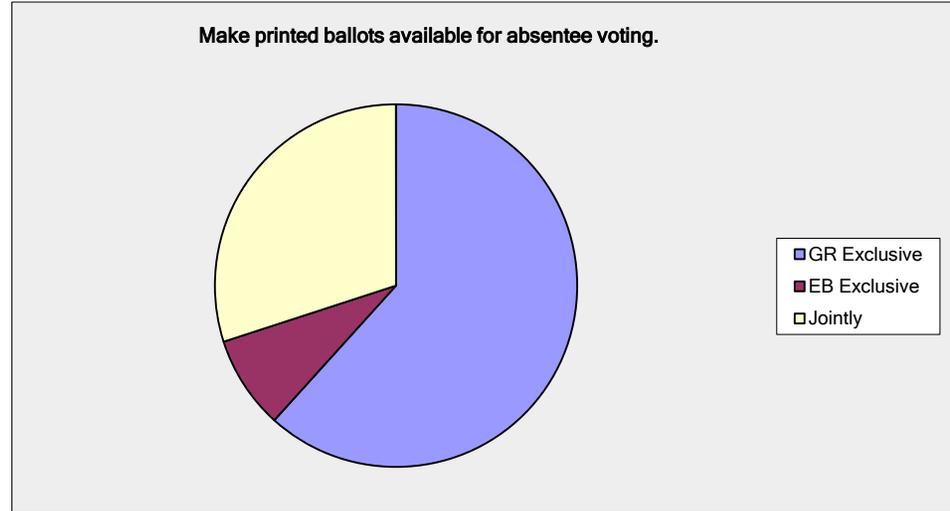
General Registrar / Electoral Board Duties

Affix EB seal to any SBE provided statewide ballots.		
Answer Options	Response Percent	Response Count
GR Exclusive	56.2%	41
EB Exclusive	16.4%	12
Jointly	27.4%	20
<i>answered question</i>		73
<i>skipped question</i>		24



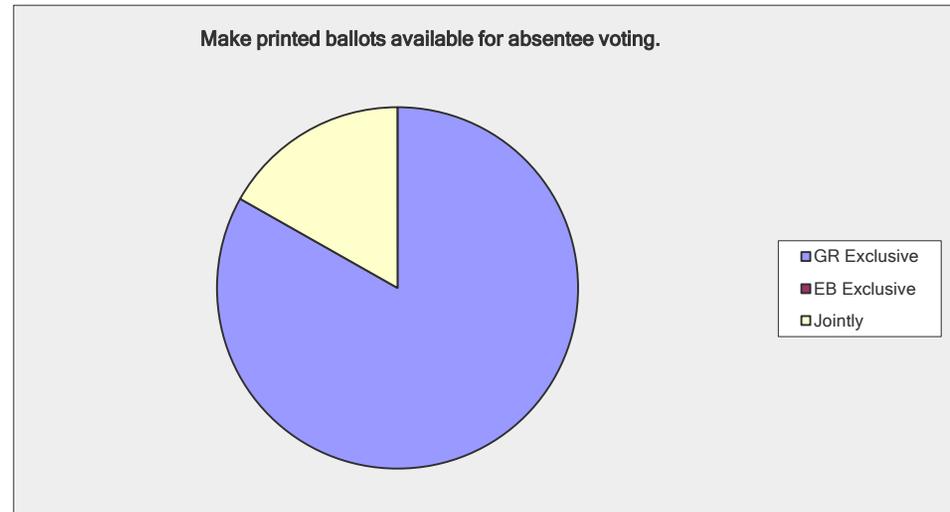
Electoral Board / General Registrar Duties

Make printed ballots available for absentee voting.		
Answer Options	Response Percent	Response Count
GR Exclusive	61.7%	37
EB Exclusive	8.3%	5
Jointly	30.0%	18
<i>answered question</i>		60
<i>skipped question</i>		1



General Registrar / Electoral Board Duties

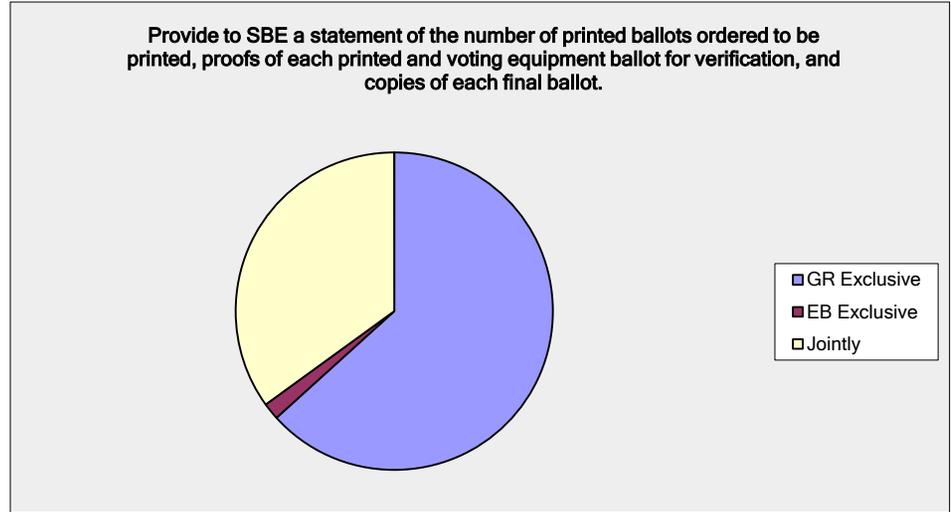
Make printed ballots available for absentee voting.		
Answer Options	Response Percent	Response Count
GR Exclusive	83.2%	79
EB Exclusive	0.0%	0
Jointly	16.8%	16
<i>answered question</i>		95
<i>skipped question</i>		2



Electoral Board / General Registrar Duties

Provide to SBE a statement of the number of printed ballots ordered to be printed, proofs of each printed and voting equipment ballot for verification, and copies of each final

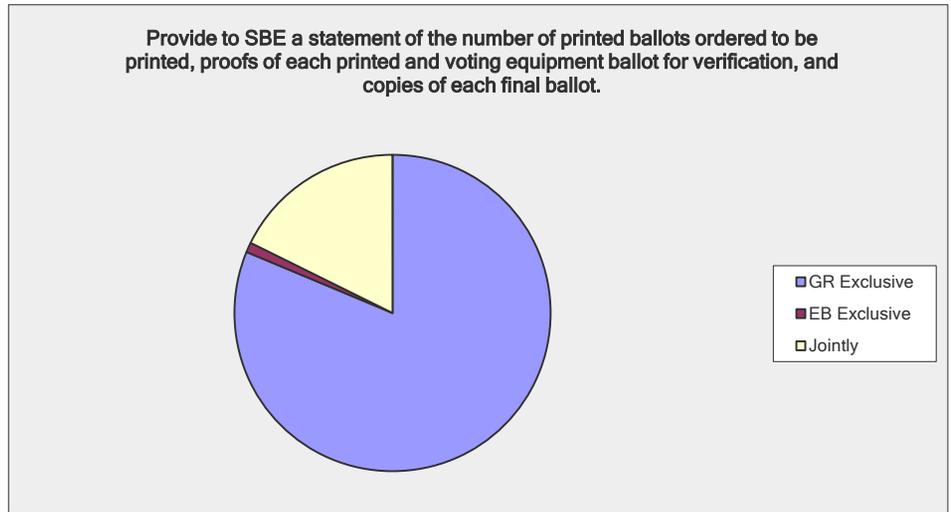
Answer Options	Response Percent	Response Count
GR Exclusive	63.3%	38
EB Exclusive	1.7%	1
Jointly	35.0%	21
<i>answered question</i>		60
<i>skipped question</i>		1



General Registrar / Electoral Board Duties

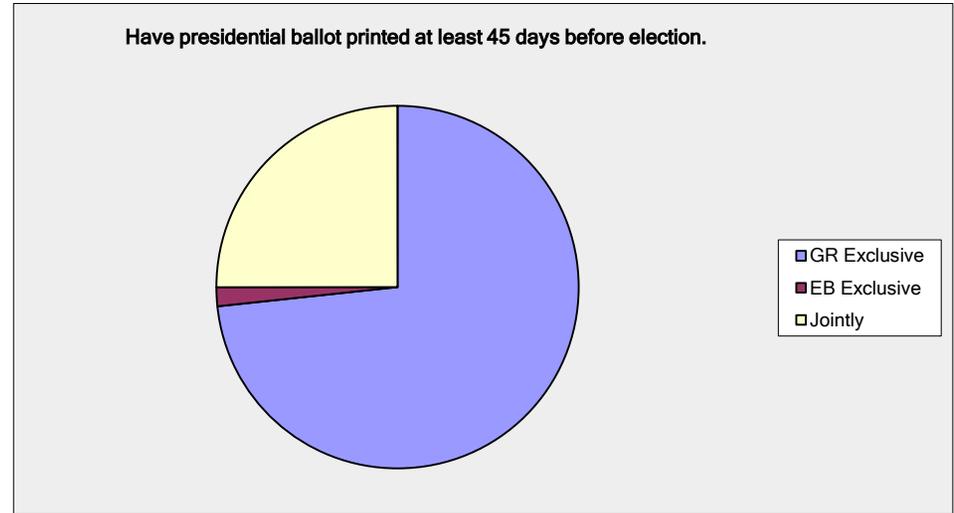
Provide to SBE a statement of the number of printed ballots ordered to be printed, proofs

Answer Options	Response Percent	Response Count
GR Exclusive	81.3%	78
EB Exclusive	1.0%	1
Jointly	17.7%	17
<i>answered question</i>		96
<i>skipped question</i>		1



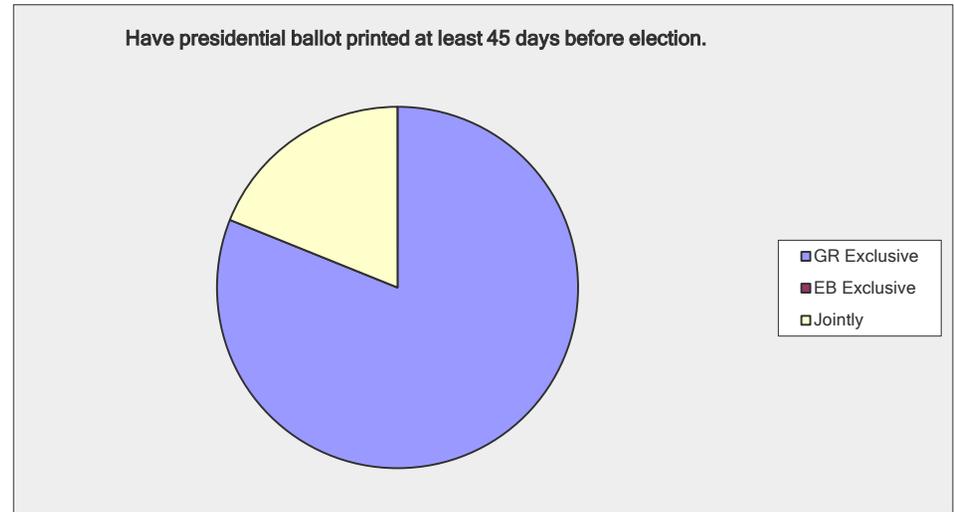
Electoral Board / General Registrar Duties

Have presidential ballot printed at least 45 days before election.		
Answer Options	Response Percent	Response Count
GR Exclusive	73.3%	44
EB Exclusive	1.7%	1
Jointly	25.0%	15
<i>answered question</i>		60
<i>skipped question</i>		1



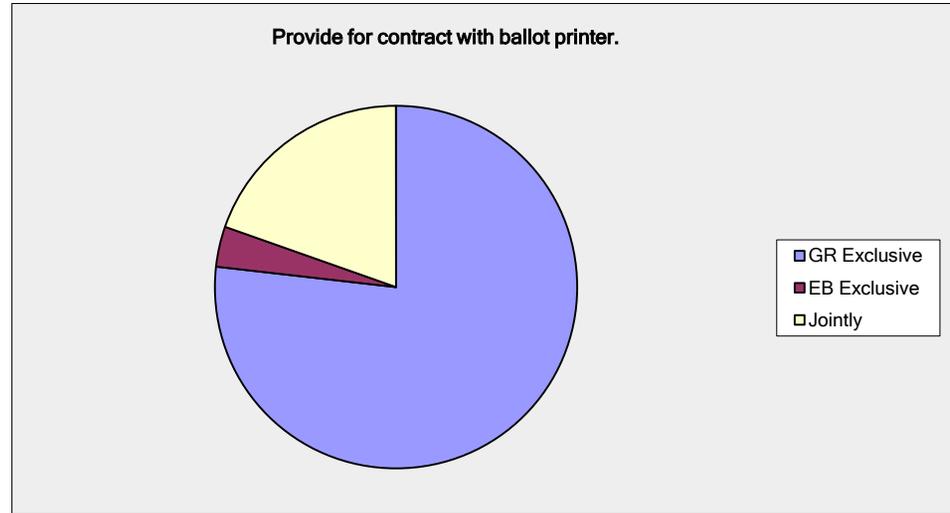
General Registrar / Electoral Board Duties

Have presidential ballot printed at least 45 days before election.		
Answer Options	Response Percent	Response Count
GR Exclusive	81.1%	77
EB Exclusive	0.0%	0
Jointly	18.9%	18
<i>answered question</i>		95
<i>skipped question</i>		2



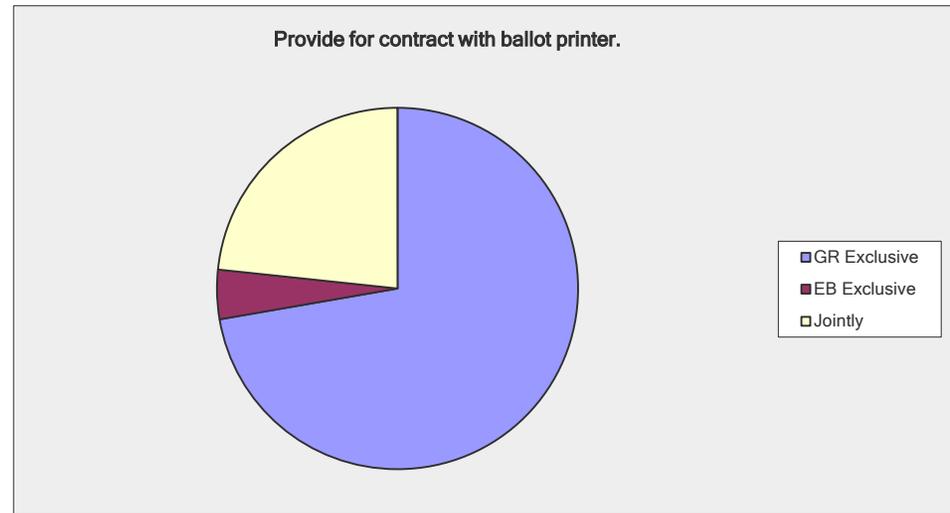
Electoral Board / General Registrar Duties

Provide for contract with ballot printer.		
Answer Options	Response Percent	Response Count
GR Exclusive	76.8%	43
EB Exclusive	3.6%	2
Jointly	19.6%	11
<i>answered question</i>		56
<i>skipped question</i>		5



General Registrar / Electoral Board Duties

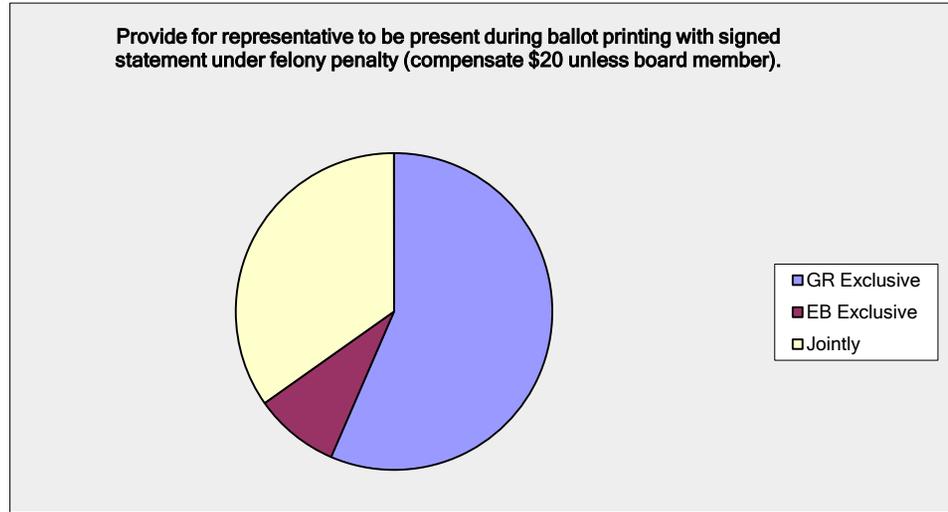
Provide for contract with ballot printer.		
Answer Options	Response Percent	Response Count
GR Exclusive	72.2%	65
EB Exclusive	4.4%	4
Jointly	23.3%	21
<i>answered question</i>		90
<i>skipped question</i>		7



Electoral Board / General Registrar Duties

Provide for representative to be present during ballot printing with signed statement under felony penalty (compensate \$20 unless board member).

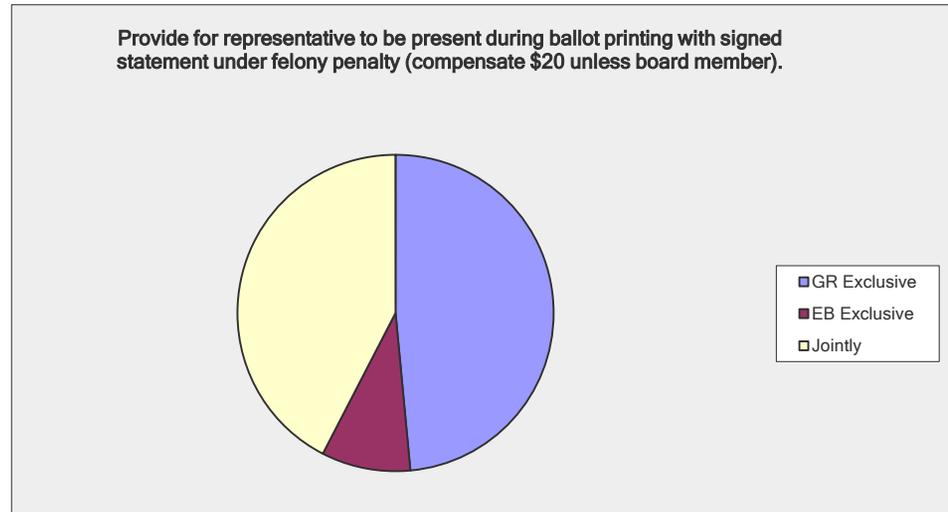
Answer Options	Response Percent	Response Count
GR Exclusive	56.5%	26
EB Exclusive	8.7%	4
Jointly	34.8%	16
<i>answered question</i>		46
<i>skipped question</i>		15



General Registrar / Electoral Board Duties

Provide for representative to be present during ballot printing with signed statement

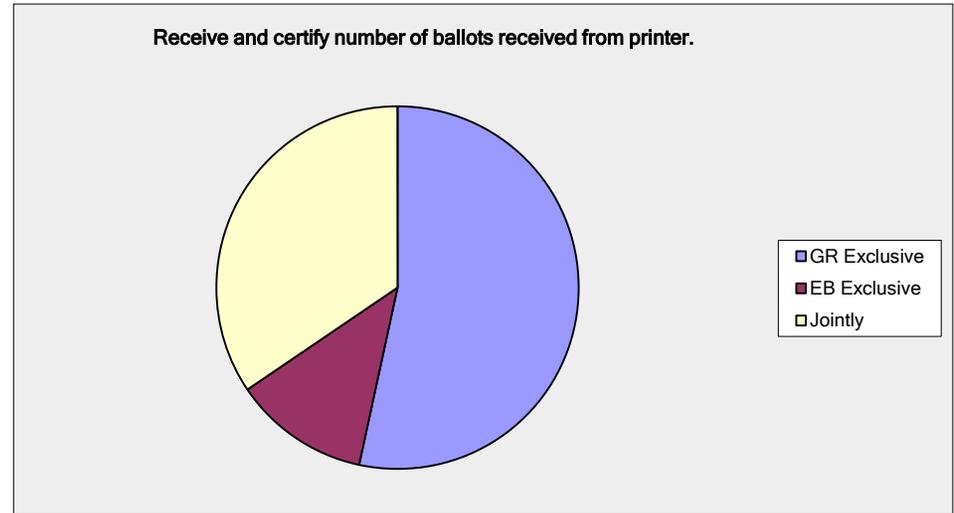
Answer Options	Response Percent	Response Count
GR Exclusive	48.5%	32
EB Exclusive	9.1%	6
Jointly	42.4%	28
<i>answered question</i>		66
<i>skipped question</i>		31



Electoral Board / General Registrar Duties

Receive and certify number of ballots received from printer.

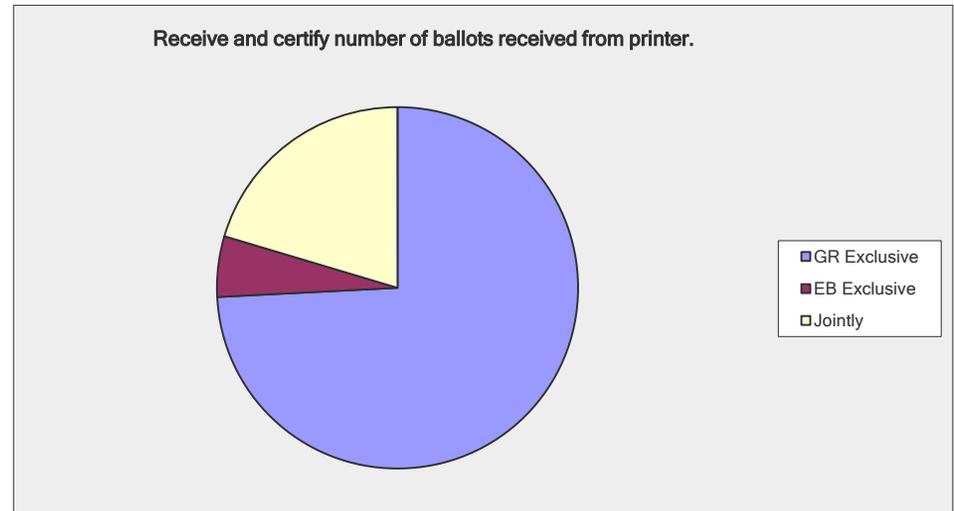
Answer Options	Response Percent	Response Count
GR Exclusive	53.4%	31
EB Exclusive	12.1%	7
Jointly	34.5%	20
<i>answered question</i>		58
<i>skipped question</i>		3



General Registrar / Electoral Board Duties

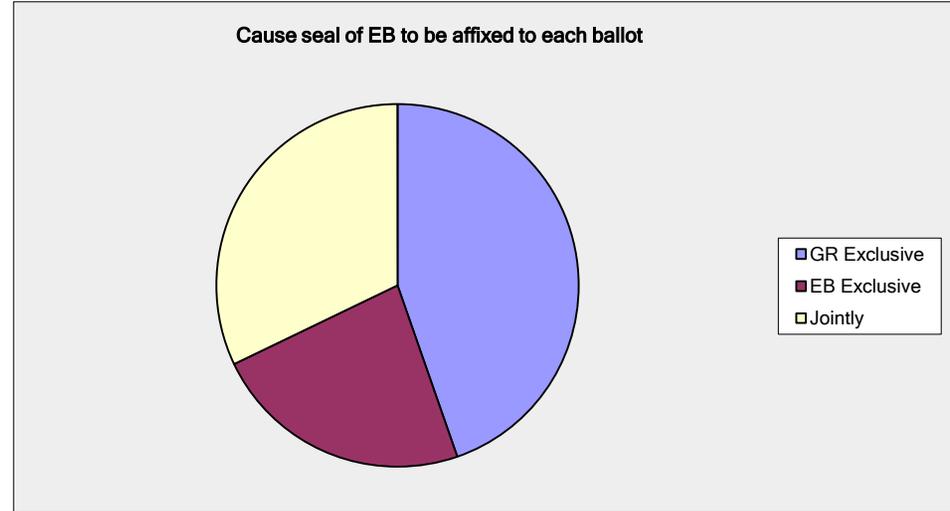
Receive and certify number of ballots received from printer.

Answer Options	Response Percent	Response Count
GR Exclusive	74.2%	69
EB Exclusive	5.4%	5
Jointly	20.4%	19
<i>answered question</i>		93
<i>skipped question</i>		4



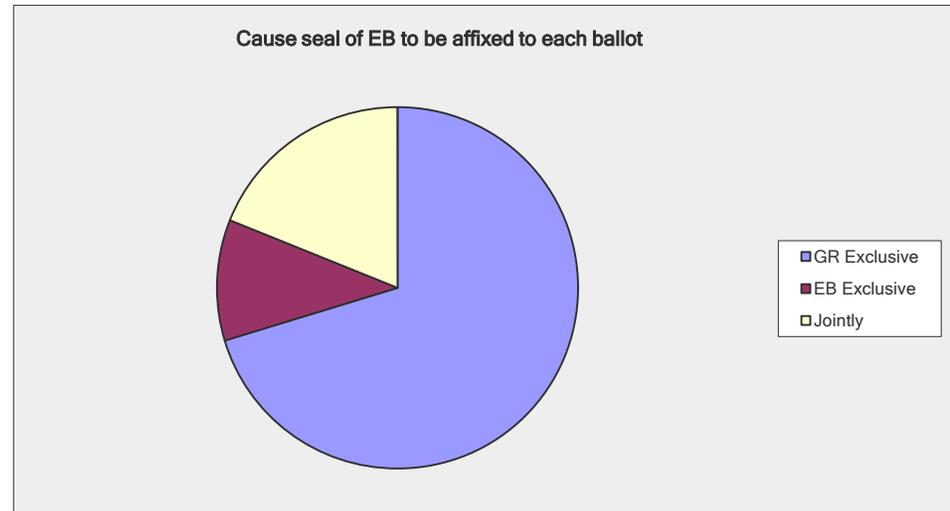
Electoral Board / General Registrar Duties

Cause seal of EB to be affixed to each ballot		
Answer Options	Response Percent	Response Count
GR Exclusive	44.6%	25
EB Exclusive	23.2%	13
Jointly	32.1%	18
<i>answered question</i>		56
<i>skipped question</i>		5



General Registrar / Electoral Board Duties

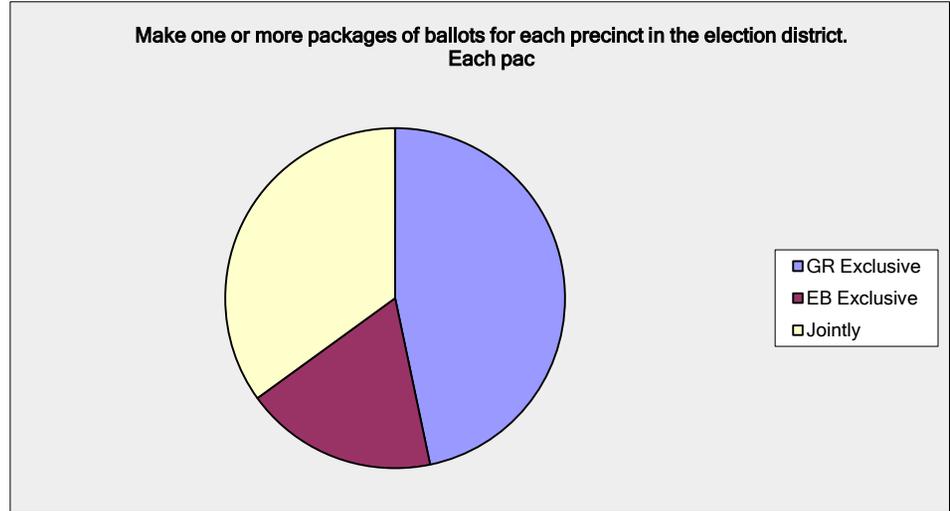
Cause seal of EB to be affixed to each ballot		
Answer Options	Response Percent	Response Count
GR Exclusive	70.3%	52
EB Exclusive	10.8%	8
Jointly	18.9%	14
<i>answered question</i>		74
<i>skipped question</i>		23



Electoral Board / General Registrar Duties

Make one or more packages of ballots for each precinct in the election district. Each package shall contain a number of ballots determined by the board. Each of these

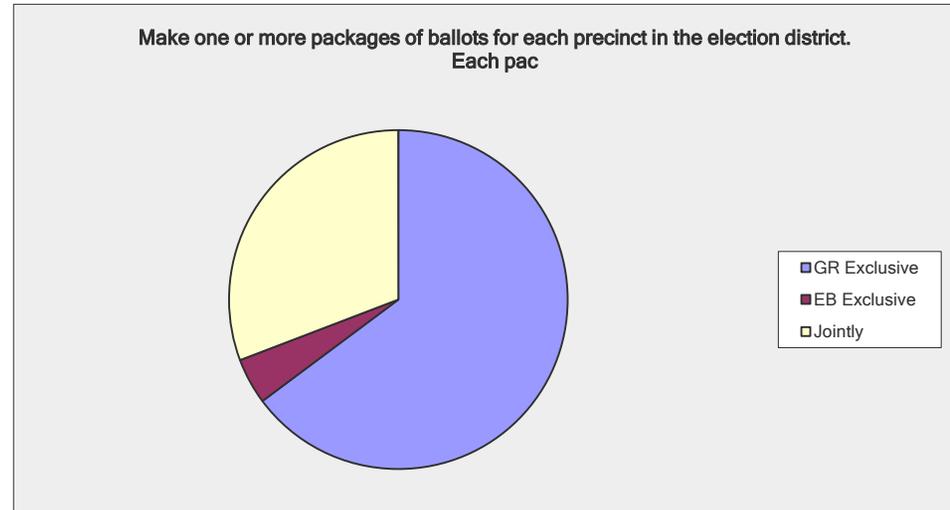
Answer Options	Response Percent	Response Count
GR Exclusive	46.7%	28
EB Exclusive	18.3%	11
Jointly	35.0%	21
<i>answered question</i>		60
<i>skipped question</i>		1



General Registrar / Electoral Board Duties

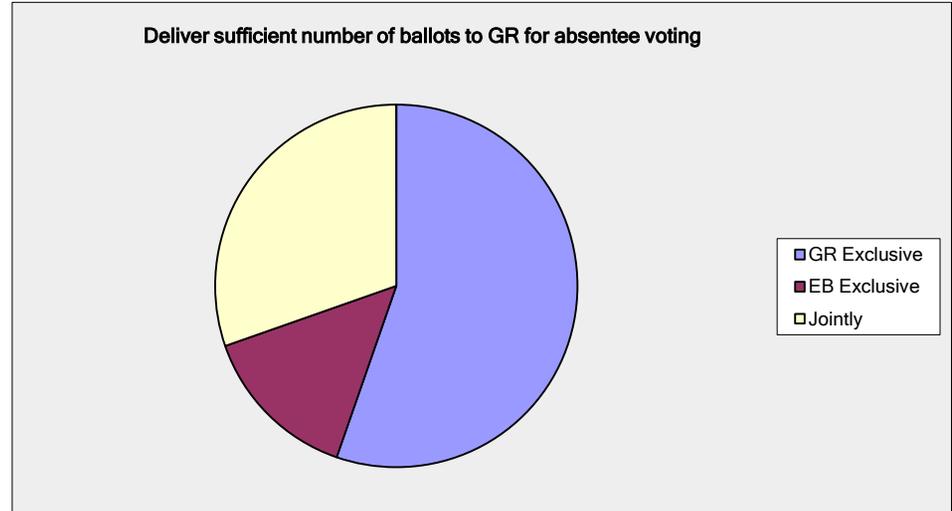
Make one or more packages of ballots for each precinct in the election district. Each

Answer Options	Response Percent	Response Count
GR Exclusive	64.8%	59
EB Exclusive	4.4%	4
Jointly	30.8%	28
<i>answered question</i>		91
<i>skipped question</i>		6



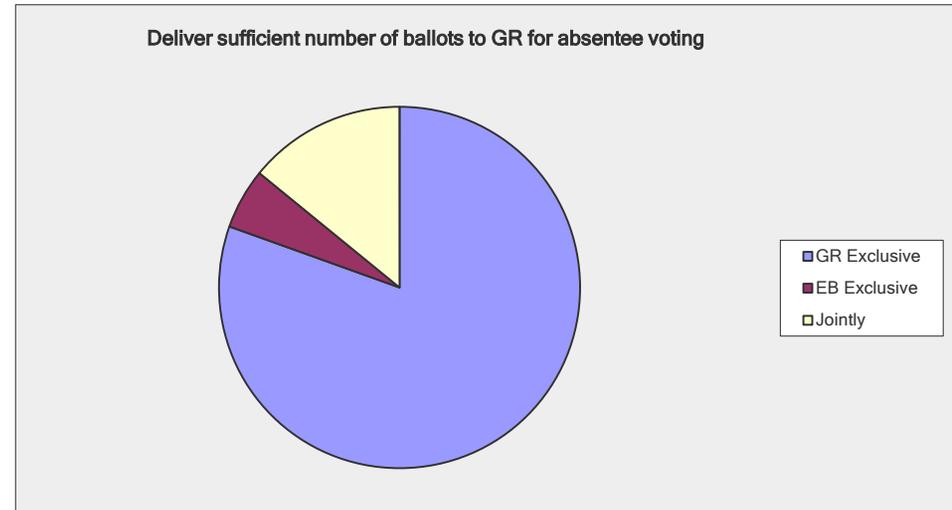
Electoral Board / General Registrar Duties

Deliver sufficient number of ballots to GR for absentee voting		
Answer Options	Response Percent	Response Count
GR Exclusive	55.4%	31
EB Exclusive	14.3%	8
Jointly	30.4%	17
<i>answered question</i>		56
<i>skipped question</i>		5



General Registrar / Electoral Board Duties

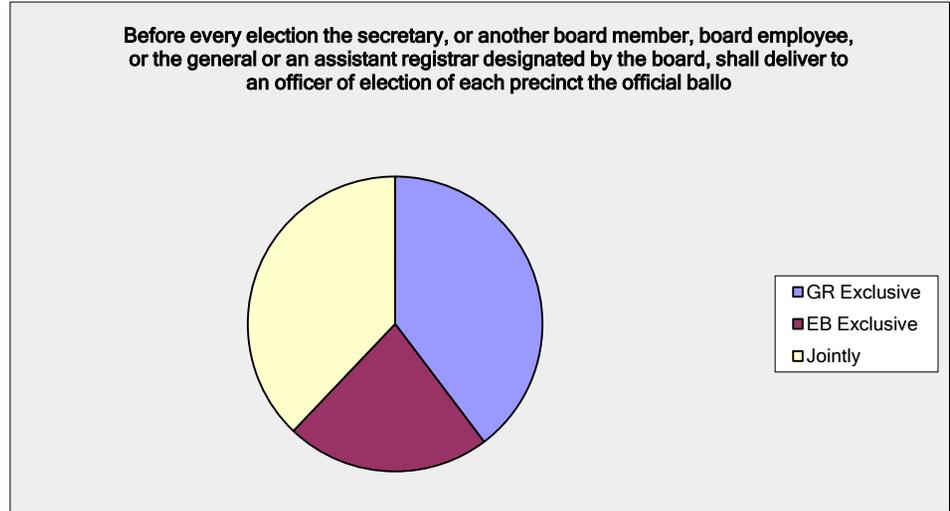
Deliver sufficient number of ballots to GR for absentee voting		
Answer Options	Response Percent	Response Count
GR Exclusive	80.4%	74
EB Exclusive	5.4%	5
Jointly	14.1%	13
<i>answered question</i>		92
<i>skipped question</i>		5



Electoral Board / General Registrar Duties

Before every election the secretary, or another board member, board employee, or the general or an assistant registrar designated by the board, shall deliver to an officer of

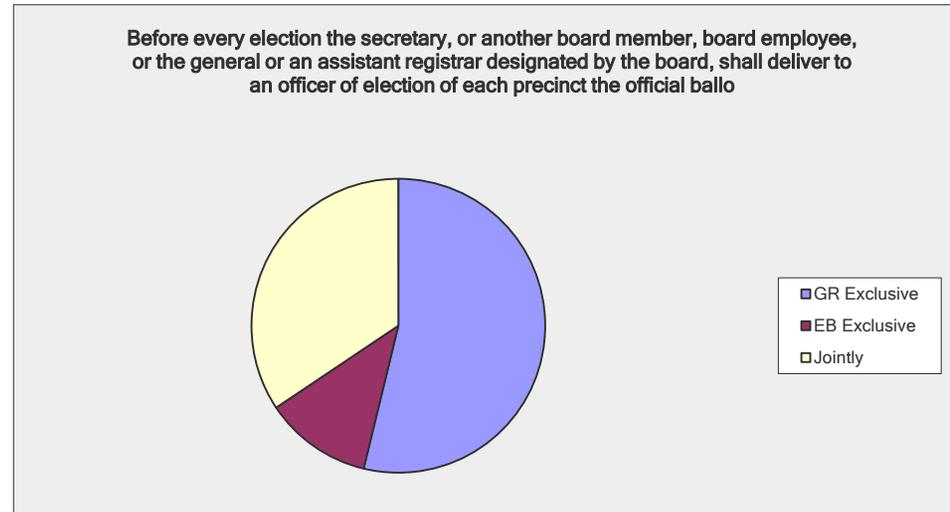
Answer Options	Response Percent	Response Count
GR Exclusive	39.7%	23
EB Exclusive	22.4%	13
Jointly	37.9%	22
<i>answered question</i>		58
<i>skipped question</i>		3



General Registrar / Electoral Board Duties

Before every election the secretary, or another board member, board employee, or the

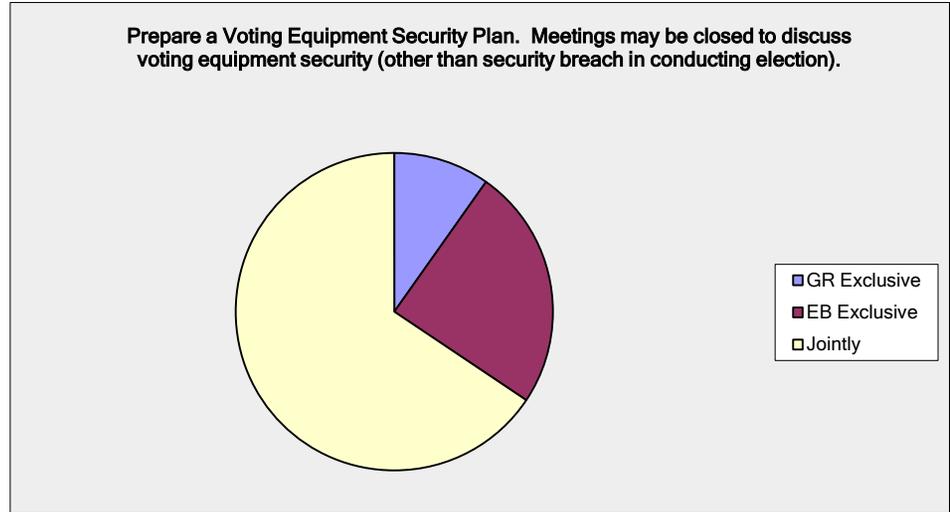
Answer Options	Response Percent	Response Count
GR Exclusive	53.8%	50
EB Exclusive	11.8%	11
Jointly	34.4%	32
<i>answered question</i>		93
<i>skipped question</i>		4



Electoral Board / General Registrar Duties

Prepare a Voting Equipment Security Plan. Meetings may be closed to discuss voting equipment security (other than security breach in conducting election).

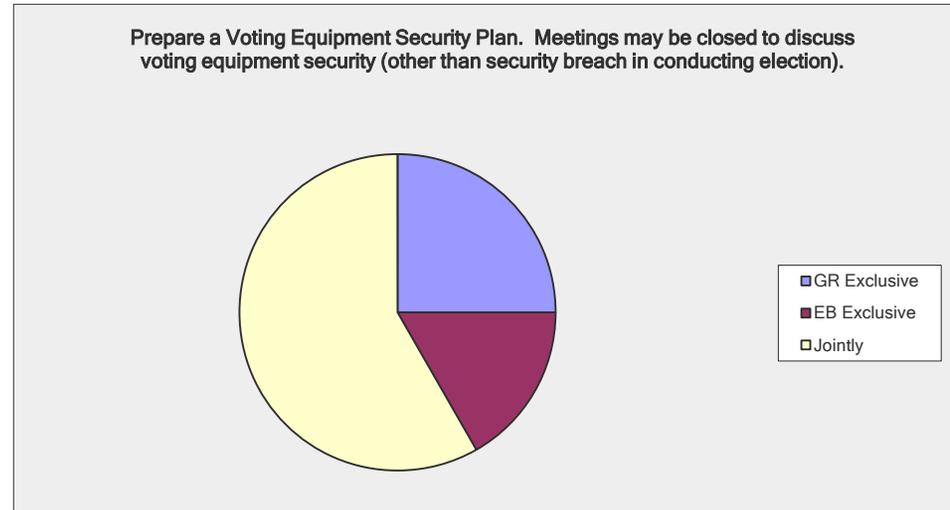
Answer Options	Response Percent	Response Count
GR Exclusive	9.8%	6
EB Exclusive	24.6%	15
Jointly	65.6%	40
<i>answered question</i>		61
<i>skipped question</i>		0



General Registrar / Electoral Board Duties

Prepare a Voting Equipment Security Plan. Meetings may be closed to discuss voting equipment security (other than security breach in conducting election).

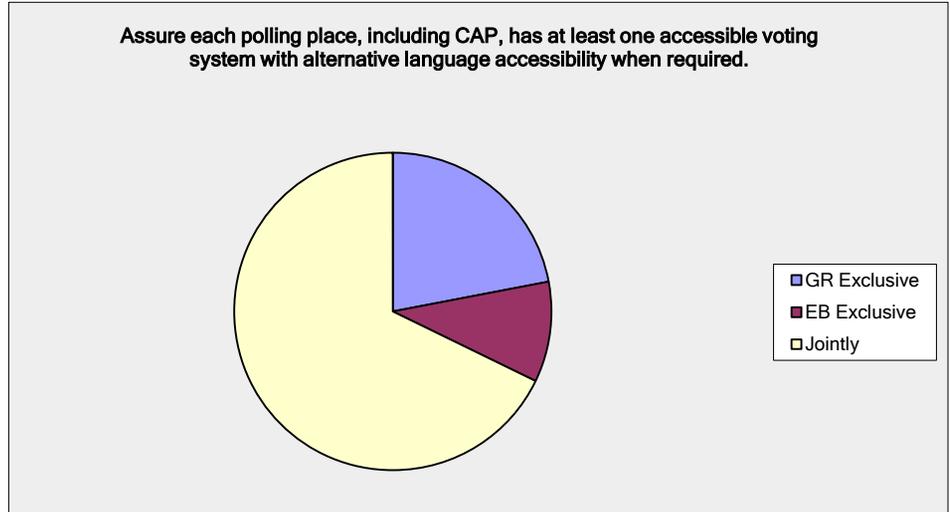
Answer Options	Response Percent	Response Count
GR Exclusive	25.0%	24
EB Exclusive	16.7%	16
Jointly	58.3%	56
<i>answered question</i>		96
<i>skipped question</i>		1



Electoral Board / General Registrar Duties

Assure each polling place, including CAP, has at least one accessible voting system with alternative language accessibility when required.

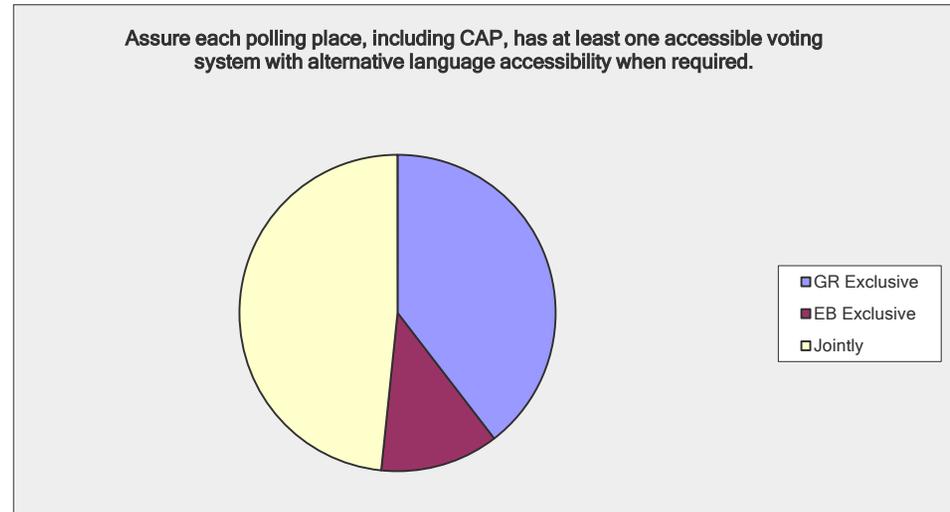
Answer Options	Response Percent	Response Count
GR Exclusive	22.0%	13
EB Exclusive	10.2%	6
Jointly	67.8%	40
<i>answered question</i>		59
<i>skipped question</i>		2



General Registrar / Electoral Board Duties

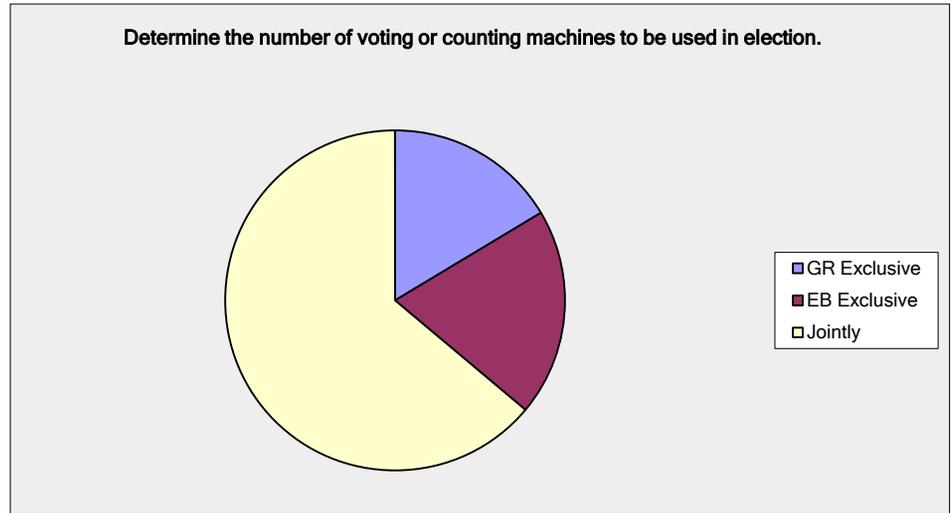
Assure each polling place, including CAP, has at least one accessible voting system with alternative language accessibility when required.

Answer Options	Response Percent	Response Count
GR Exclusive	39.6%	36
EB Exclusive	12.1%	11
Jointly	48.4%	44
<i>answered question</i>		91
<i>skipped question</i>		6



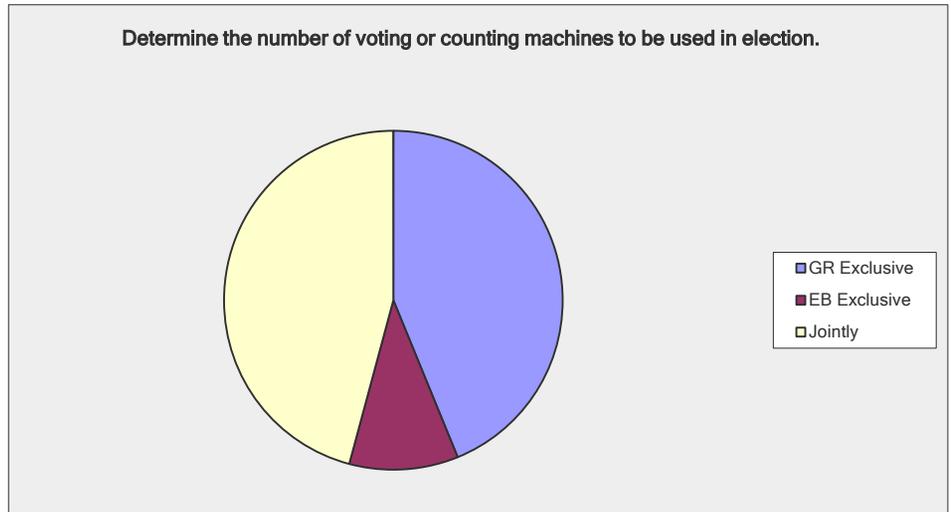
Electoral Board / General Registrar Duties

Determine the number of voting or counting machines to be used in election.		
Answer Options	Response Percent	Response Count
GR Exclusive	16.4%	10
EB Exclusive	19.7%	12
Jointly	63.9%	39
<i>answered question</i>		61
<i>skipped question</i>		0



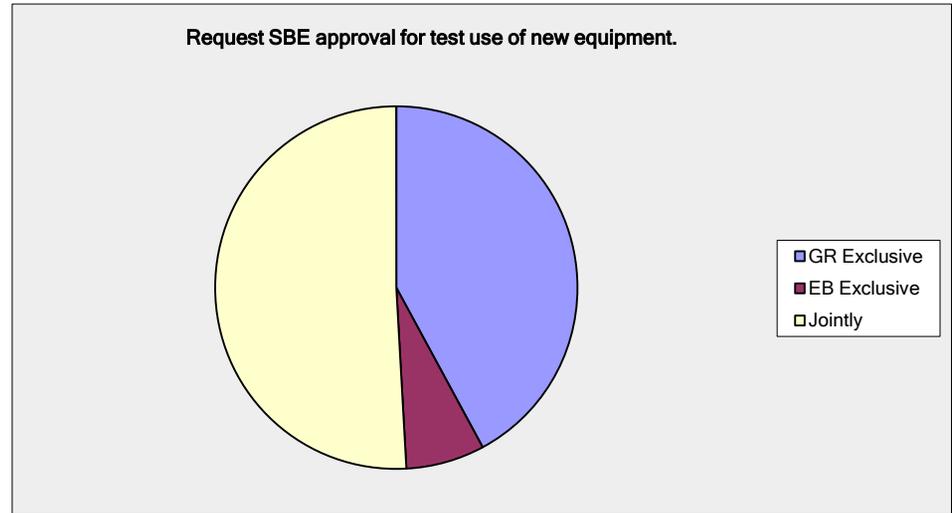
General Registrar / Electoral Board Duties

Determine the number of voting or counting machines to be used in election.		
Answer Options	Response Percent	Response Count
GR Exclusive	43.8%	42
EB Exclusive	10.4%	10
Jointly	45.8%	44
<i>answered question</i>		96
<i>skipped question</i>		1



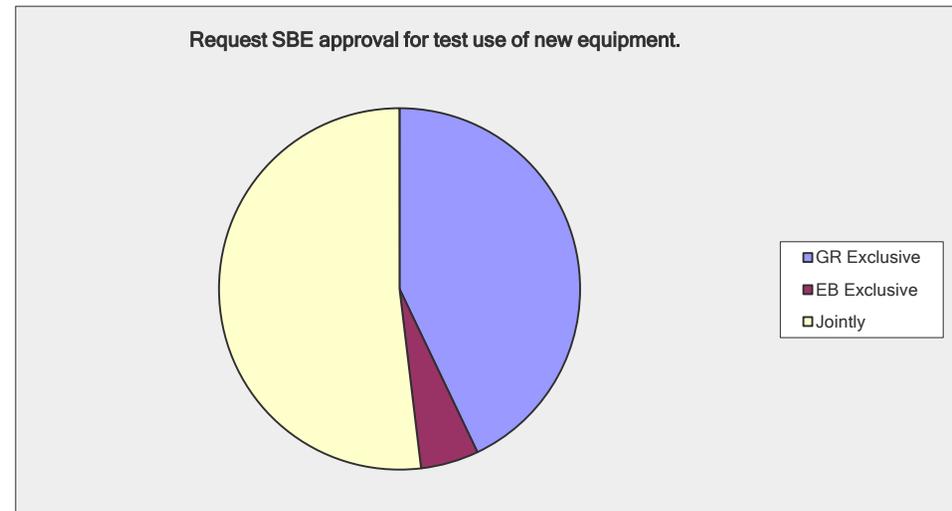
Electoral Board / General Registrar Duties

Request SBE approval for test use of new equipment.		
Answer Options	Response Percent	Response Count
GR Exclusive	42.1%	24
EB Exclusive	7.0%	4
Jointly	50.9%	29
<i>answered question</i>		57
<i>skipped question</i>		4



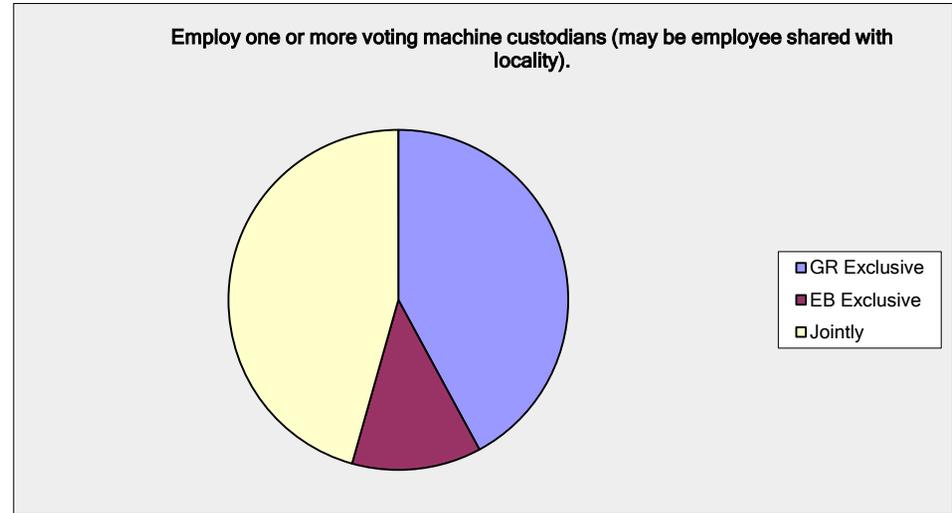
General Registrar / Electoral Board Duties

Request SBE approval for test use of new equipment.		
Answer Options	Response Percent	Response Count
GR Exclusive	42.9%	33
EB Exclusive	5.2%	4
Jointly	51.9%	40
<i>answered question</i>		77
<i>skipped question</i>		20



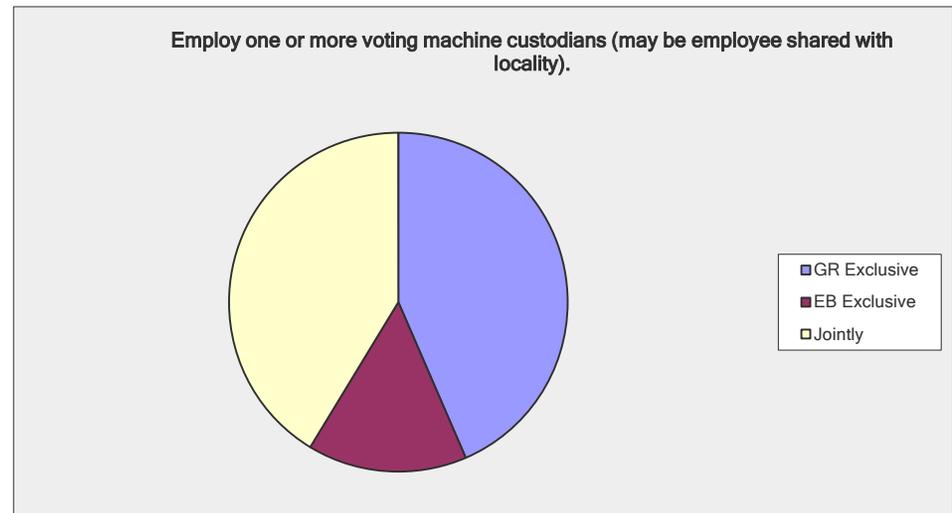
Electoral Board / General Registrar Duties

Employ one or more voting machine custodians (may be employee shared with locality).		
Answer Options	Response Percent	Response Count
GR Exclusive	42.1%	24
EB Exclusive	12.3%	7
Jointly	45.6%	26
<i>answered question</i>		57
<i>skipped question</i>		4



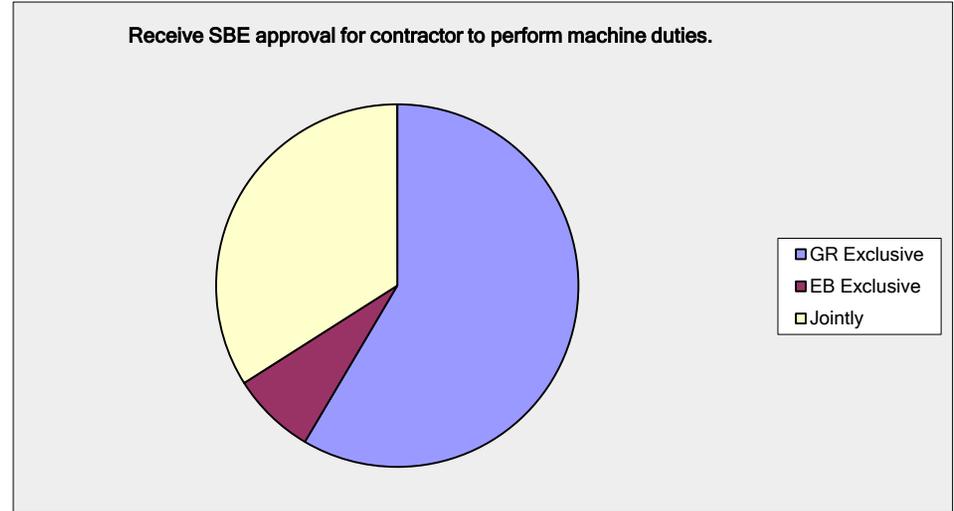
General Registrar / Electoral Board Duties

Employ one or more voting machine custodians (may be employee shared with locality).		
Answer Options	Response Percent	Response Count
GR Exclusive	43.5%	40
EB Exclusive	15.2%	14
Jointly	41.3%	38
<i>answered question</i>		92
<i>skipped question</i>		5



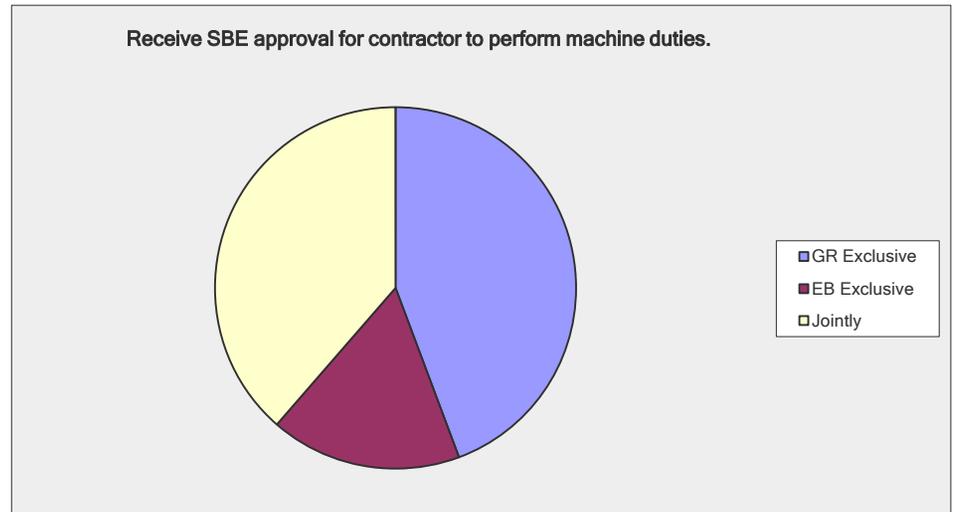
Electoral Board / General Registrar Duties

Receive SBE approval for contractor to perform machine duties.		
Answer Options	Response Percent	Response Count
GR Exclusive	58.5%	31
EB Exclusive	7.5%	4
Jointly	34.0%	18
<i>answered question</i>		53
<i>skipped question</i>		8



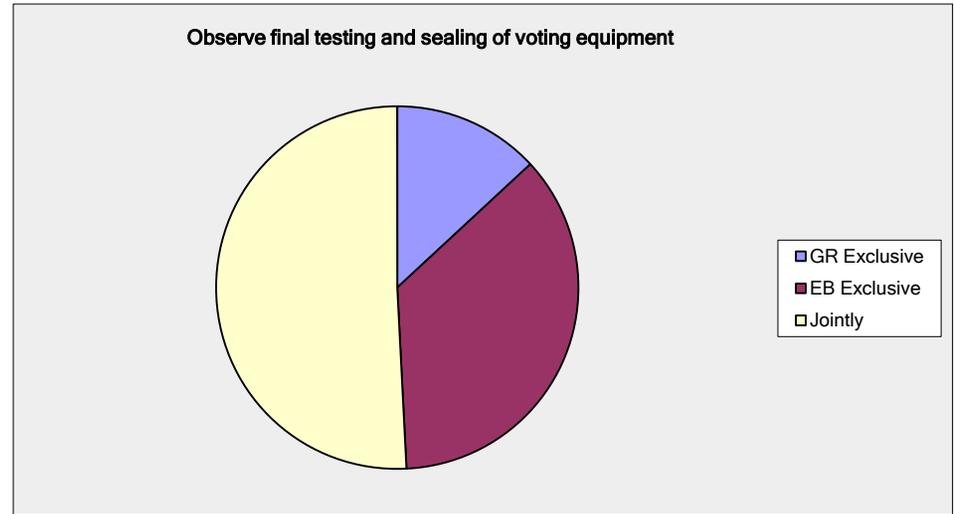
General Registrar / Electoral Board Duties

Receive SBE approval for contractor to perform machine duties.		
Answer Options	Response Percent	Response Count
GR Exclusive	44.3%	31
EB Exclusive	17.1%	12
Jointly	38.6%	27
<i>answered question</i>		70
<i>skipped question</i>		27



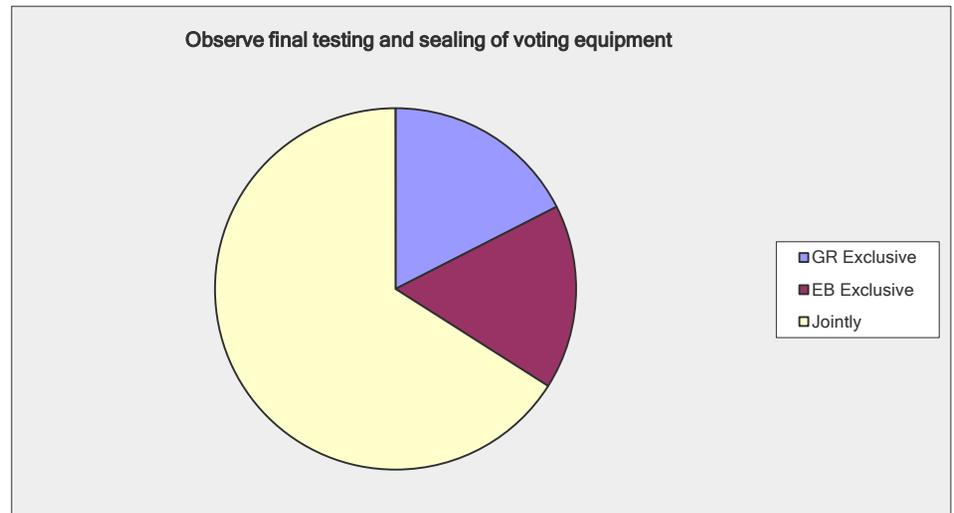
Electoral Board / General Registrar Duties

Observe final testing and sealing of voting equipment		
Answer Options	Response Percent	Response Count
GR Exclusive	13.1%	8
EB Exclusive	36.1%	22
Jointly	50.8%	31
<i>answered question</i>		61
<i>skipped question</i>		0



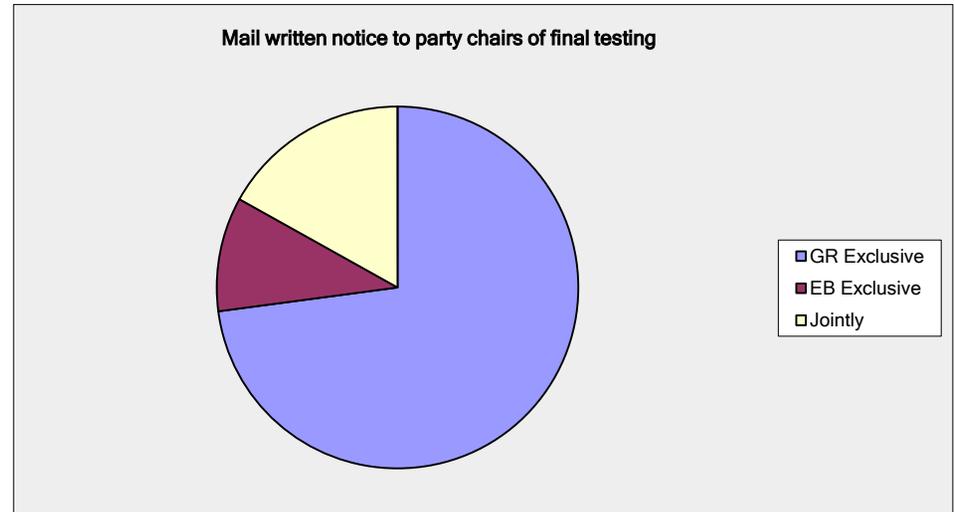
General Registrar / Electoral Board Duties

Observe final testing and sealing of voting equipment		
Answer Options	Response Percent	Response Count
GR Exclusive	17.5%	17
EB Exclusive	16.5%	16
Jointly	66.0%	64
<i>answered question</i>		97
<i>skipped question</i>		0



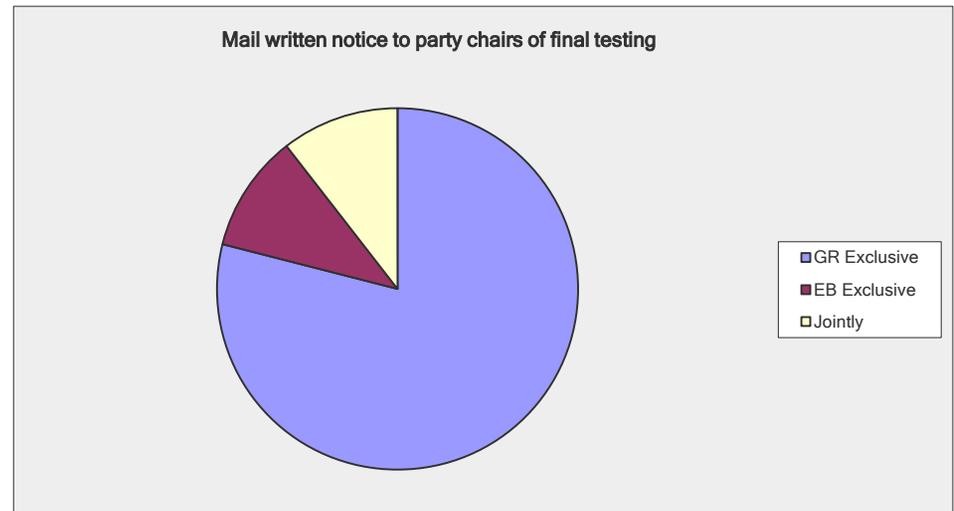
Electoral Board / General Registrar Duties

Mail written notice to party chairs of final testing		
Answer Options	Response Percent	Response Count
GR Exclusive	72.9%	43
EB Exclusive	10.2%	6
Jointly	16.9%	10
<i>answered question</i>		59
<i>skipped question</i>		2



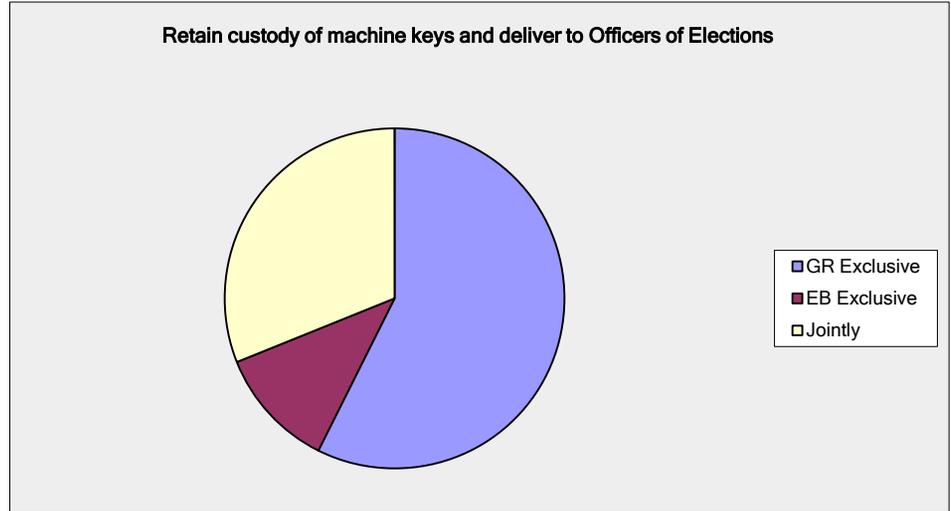
General Registrar / Electoral Board Duties

Mail written notice to party chairs of final testing		
Answer Options	Response Percent	Response Count
GR Exclusive	78.9%	75
EB Exclusive	10.5%	10
Jointly	10.5%	10
<i>answered question</i>		95
<i>skipped question</i>		2



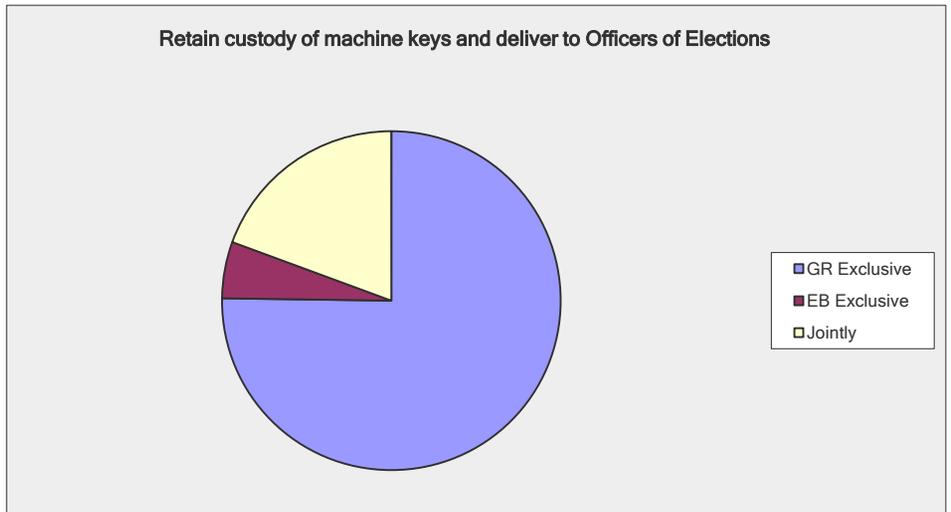
Electoral Board / General Registrar Duties

Retain custody of machine keys and deliver to Officers of Elections		
Answer Options	Response Percent	Response Count
GR Exclusive	57.4%	35
EB Exclusive	11.5%	7
Jointly	31.1%	19
<i>answered question</i>		61
<i>skipped question</i>		0



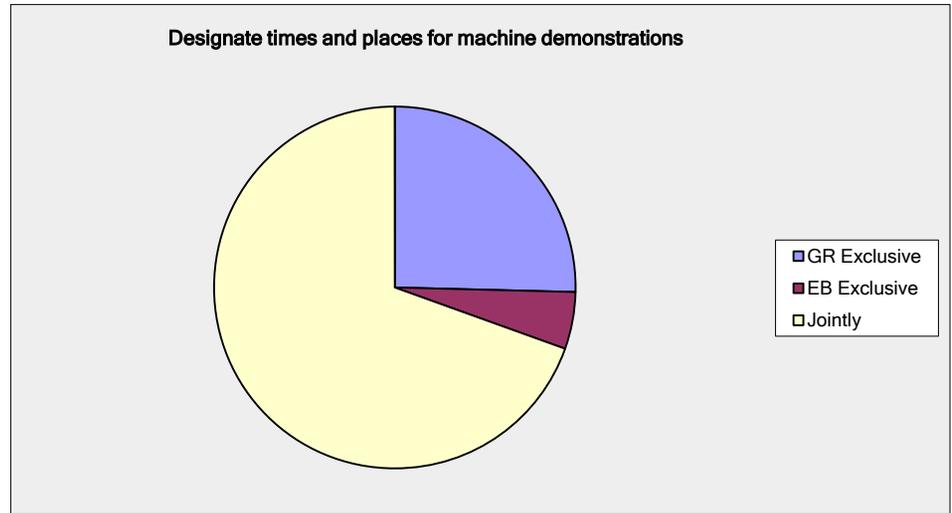
General Registrar / Electoral Board Duties

Retain custody of machine keys and deliver to Officers of Elections		
Answer Options	Response Percent	Response Count
GR Exclusive	75.3%	70
EB Exclusive	5.4%	5
Jointly	19.4%	18
<i>answered question</i>		93
<i>skipped question</i>		4



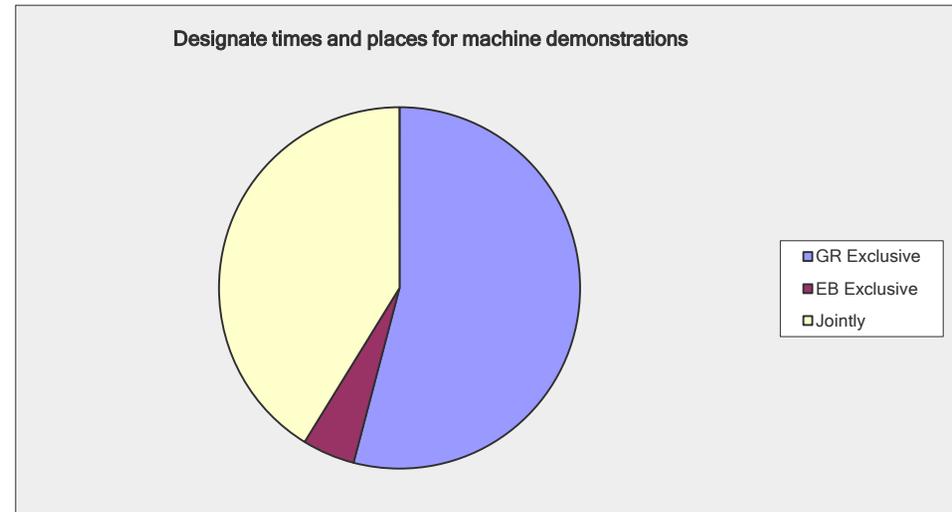
Electoral Board / General Registrar Duties

Designate times and places for machine demonstrations		
Answer Options	Response Percent	Response Count
GR Exclusive	25.4%	15
EB Exclusive	5.1%	3
Jointly	69.5%	41
<i>answered question</i>		59
<i>skipped question</i>		2



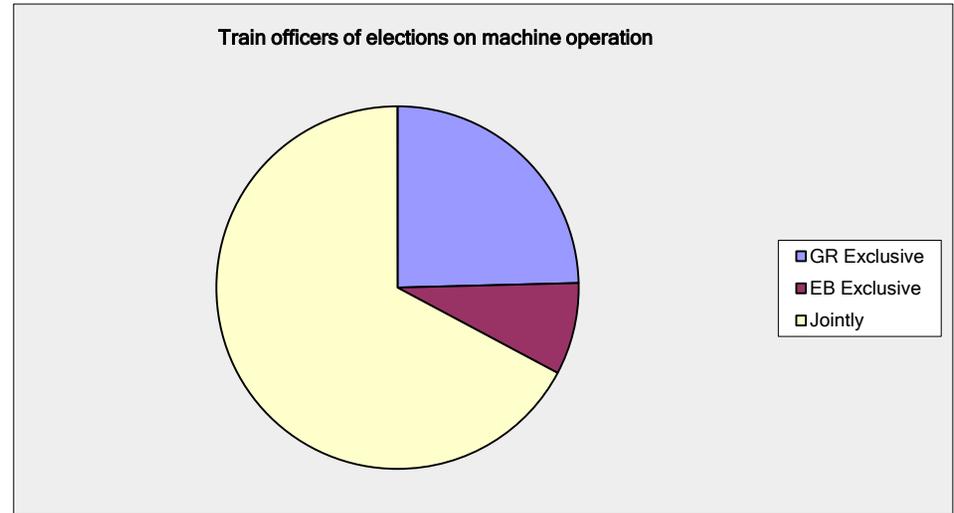
General Registrar / Electoral Board Duties

Designate times and places for machine demonstrations		
Answer Options	Response Percent	Response Count
GR Exclusive	54.1%	46
EB Exclusive	4.7%	4
Jointly	41.2%	35
<i>answered question</i>		85
<i>skipped question</i>		12



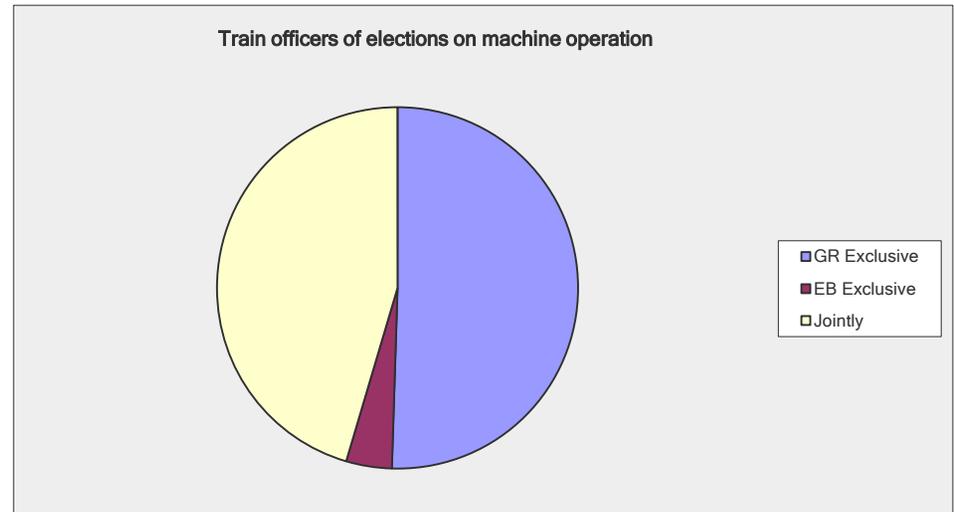
Electoral Board / General Registrar Duties

Train officers of elections on machine operation		
Answer Options	Response Percent	Response Count
GR Exclusive	24.6%	15
EB Exclusive	8.2%	5
Jointly	67.2%	41
<i>answered question</i>		61
<i>skipped question</i>		0



General Registrar / Electoral Board Duties

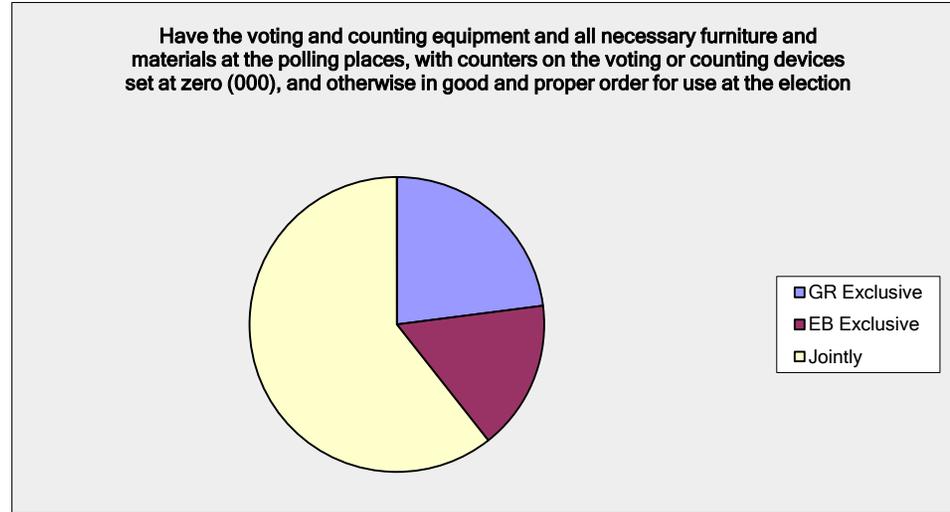
Train officers of elections on machine operation		
Answer Options	Response Percent	Response Count
GR Exclusive	50.5%	49
EB Exclusive	4.1%	4
Jointly	45.4%	44
<i>answered question</i>		97
<i>skipped question</i>		0



Electoral Board / General Registrar Duties

Have the voting and counting equipment and all necessary furniture and materials at the polling places, with counters on the voting or counting devices set at zero (000), and

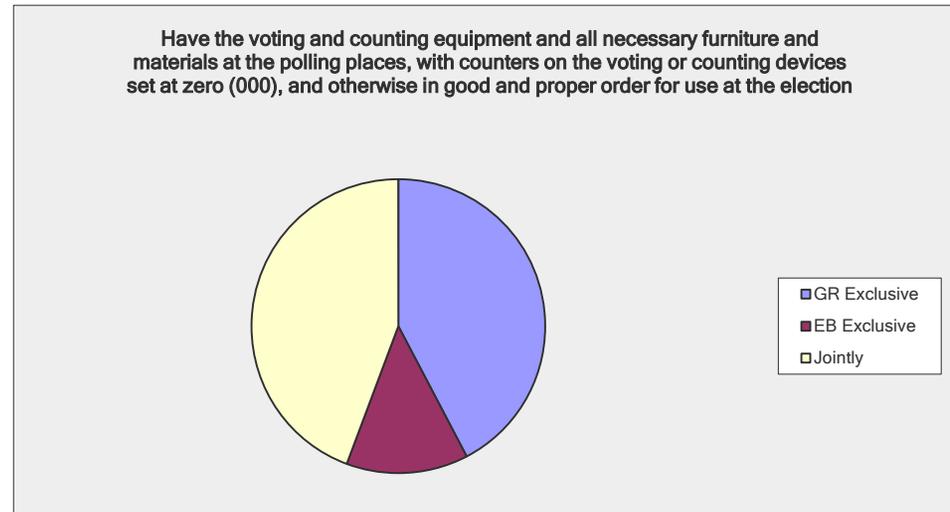
Answer Options	Response Percent	Response Count
GR Exclusive	23.0%	14
EB Exclusive	16.4%	10
Jointly	60.7%	37
<i>answered question</i>		61
<i>skipped question</i>		0



General Registrar / Electoral Board Duties

Have the voting and counting equipment and all necessary furniture and materials at the

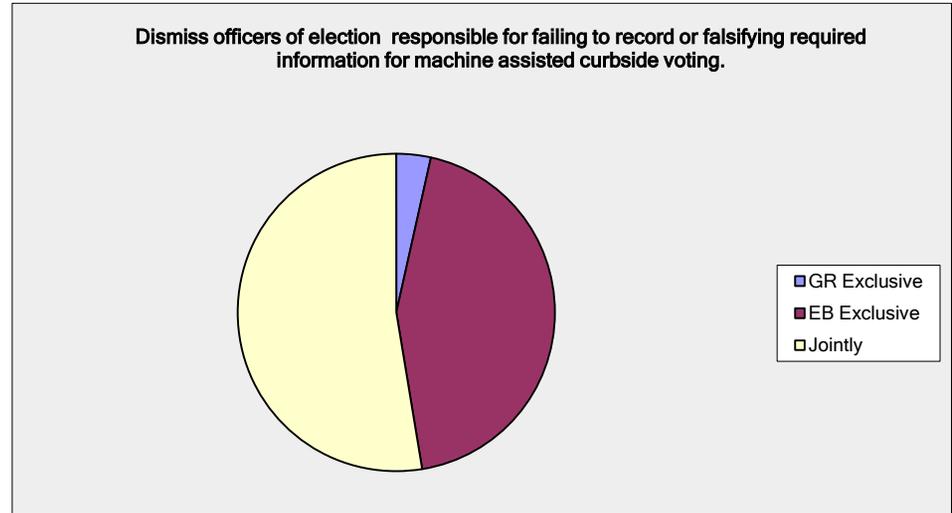
Answer Options	Response Percent	Response Count
GR Exclusive	42.3%	41
EB Exclusive	13.4%	13
Jointly	44.3%	43
<i>answered question</i>		97
<i>skipped question</i>		0



Electoral Board / General Registrar Duties

Dismiss officers of election responsible for failing to record or falsifying required information for machine assisted curbside voting.

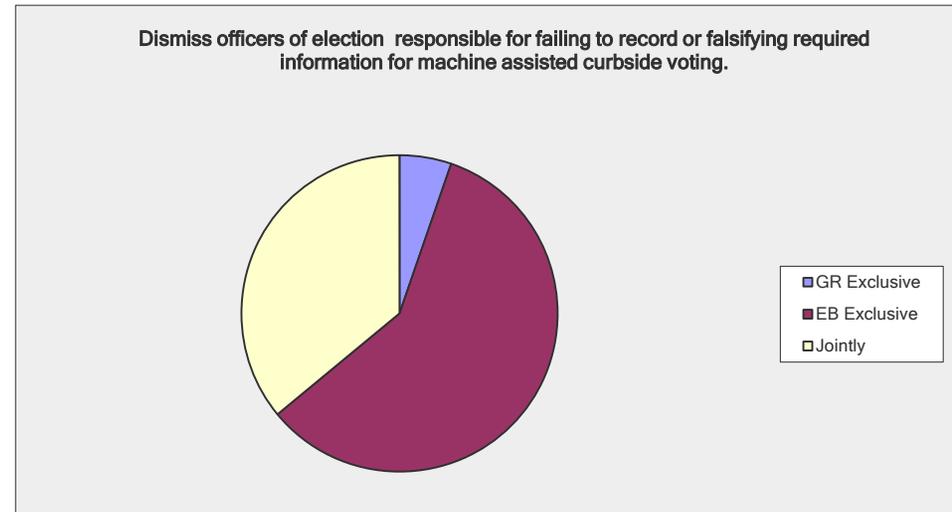
Answer Options	Response Percent	Response Count
GR Exclusive	3.5%	2
EB Exclusive	43.9%	25
Jointly	52.6%	30
<i>answered question</i>		57
<i>skipped question</i>		4



General Registrar / Electoral Board Duties

Dismiss officers of election responsible for failing to record or falsifying required information for machine assisted curbside voting.

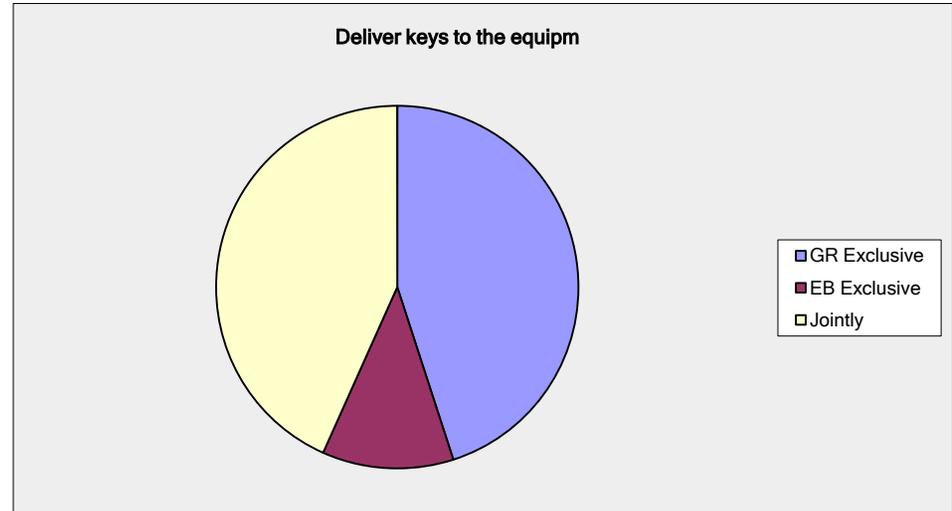
Answer Options	Response Percent	Response Count
GR Exclusive	5.3%	4
EB Exclusive	58.7%	44
Jointly	36.0%	27
<i>answered question</i>		75
<i>skipped question</i>		22



Electoral Board / General Registrar Duties

Deliver keys to the equipment and any electronic activation devices that are required for the operation of electronic voting equipment to the officer of election designated in a

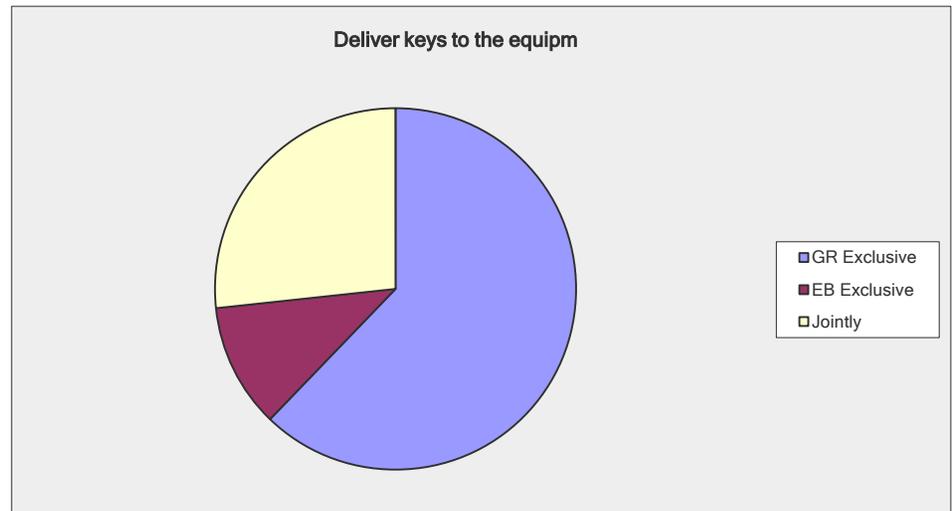
Answer Options	Response Percent	Response Count
GR Exclusive	45.0%	27
EB Exclusive	11.7%	7
Jointly	43.3%	26
<i>answered question</i>		60
<i>skipped question</i>		1



General Registrar / Electoral Board Duties

Deliver keys to the equipment and any electronic activation devices that are required for

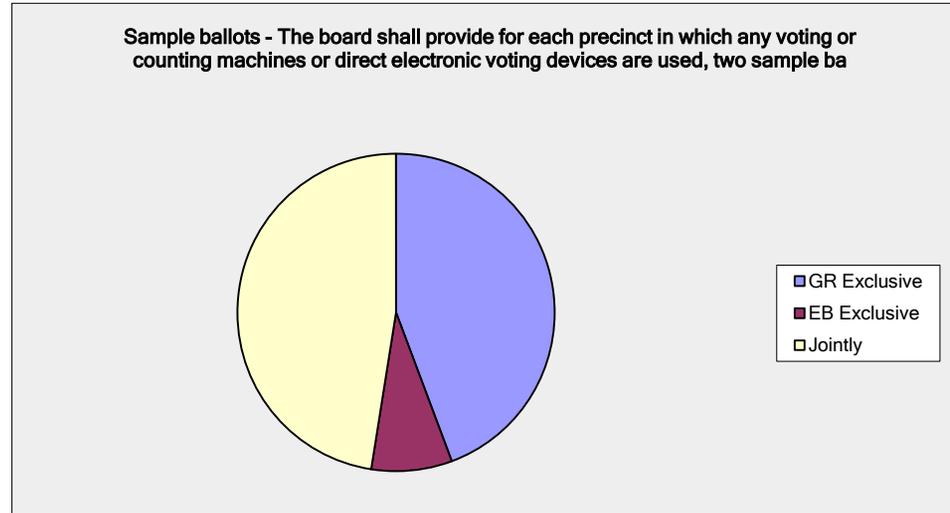
Answer Options	Response Percent	Response Count
GR Exclusive	62.2%	56
EB Exclusive	11.1%	10
Jointly	26.7%	24
<i>answered question</i>		90
<i>skipped question</i>		7



Electoral Board / General Registrar Duties

Sample ballots - The board shall provide for each precinct in which any voting or counting machines or direct electronic voting devices are used, two sample ballots,

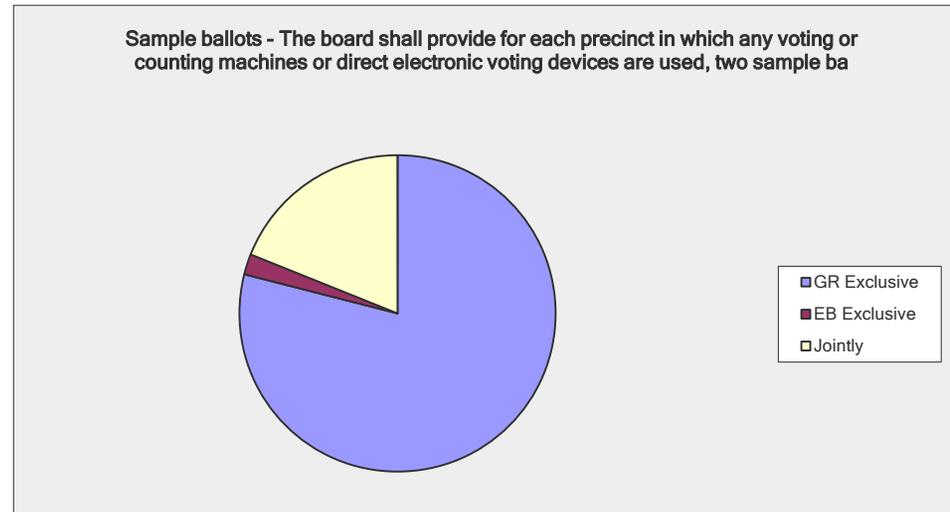
Answer Options	Response Percent	Response Count
GR Exclusive	44.3%	27
EB Exclusive	8.2%	5
Jointly	47.5%	29
<i>answered question</i>		61
<i>skipped question</i>		0



General Registrar / Electoral Board Duties

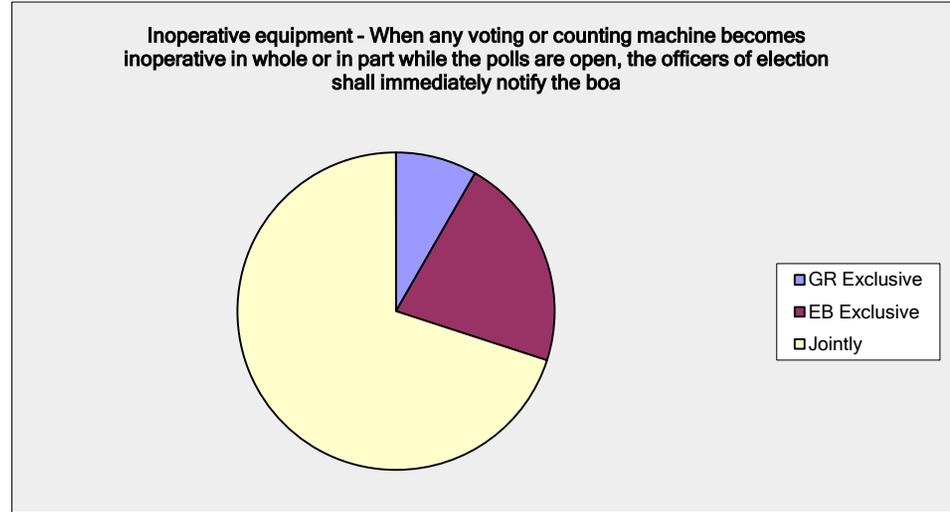
Sample ballots - The board shall provide for each precinct in which any voting or

Answer Options	Response Percent	Response Count
GR Exclusive	78.9%	75
EB Exclusive	2.1%	2
Jointly	18.9%	18
<i>answered question</i>		95
<i>skipped question</i>		2



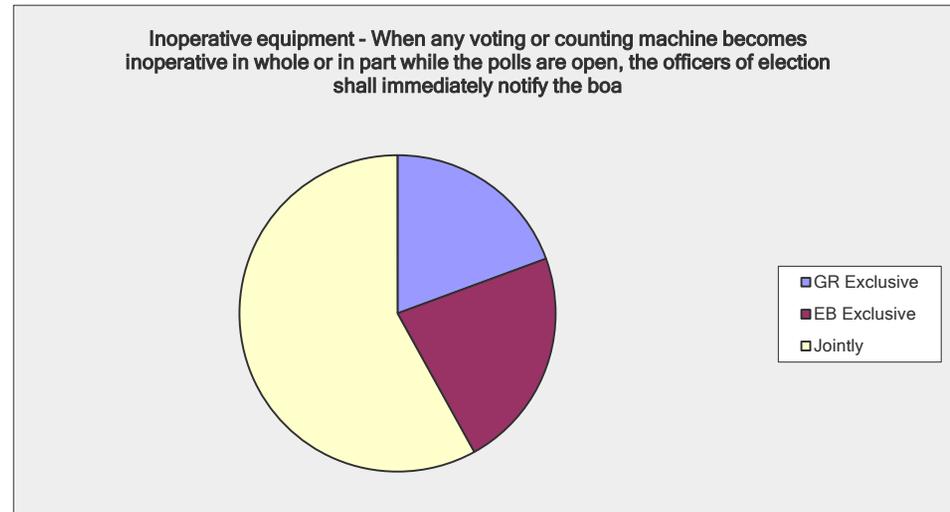
Electoral Board / General Registrar Duties

Inoperative equipment - When any voting or counting machine becomes inoperative in whole or in part while the polls are open, the officers of election shall immediately notify		
Answer Options	Response Percent	Response Count
GR Exclusive	8.3%	5
EB Exclusive	21.7%	13
Jointly	70.0%	42
<i>answered question</i>		60
<i>skipped question</i>		1



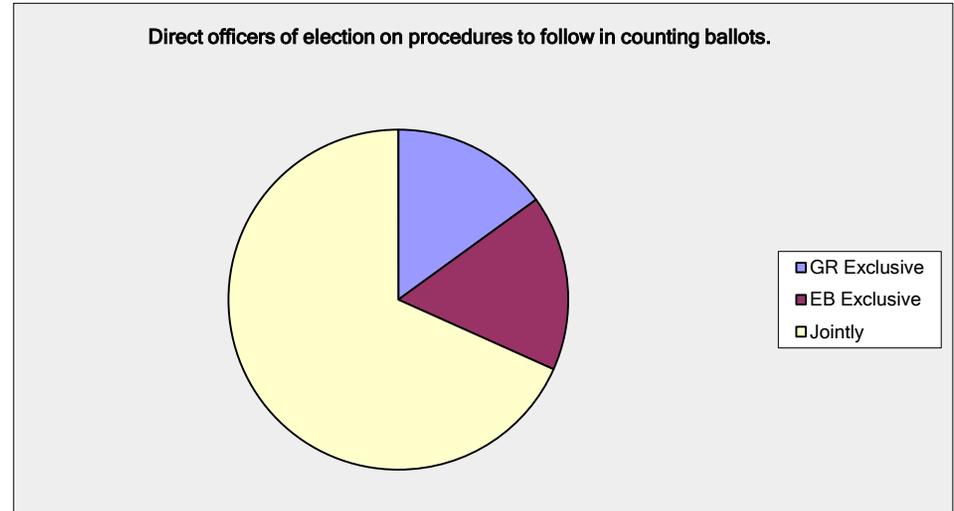
General Registrar / Electoral Board Duties

Inoperative equipment - When any voting or counting machine becomes inoperative in		
Answer Options	Response Percent	Response Count
GR Exclusive	19.4%	18
EB Exclusive	22.6%	21
Jointly	58.1%	54
<i>answered question</i>		93
<i>skipped question</i>		4



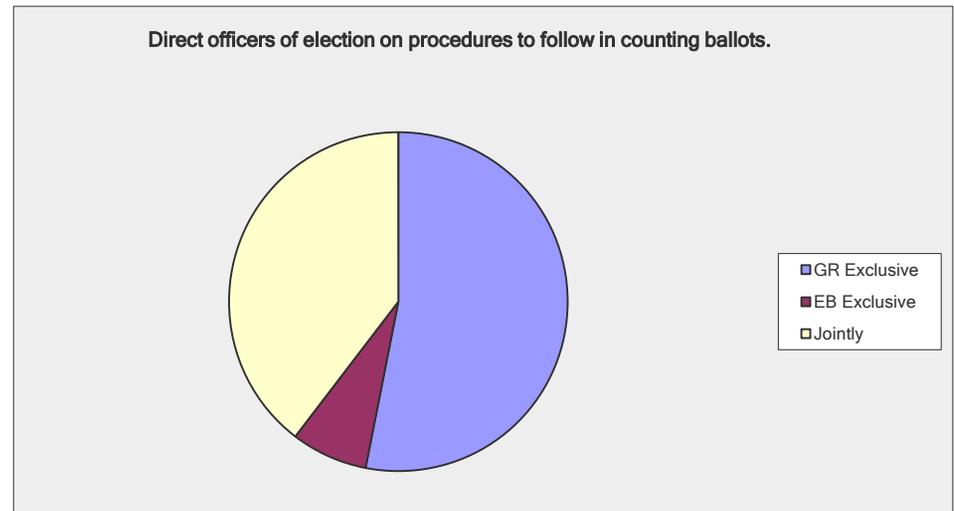
Electoral Board / General Registrar Duties

Direct officers of election on procedures to follow in counting ballots.		
Answer Options	Response Percent	Response Count
GR Exclusive	15.0%	9
EB Exclusive	16.7%	10
Jointly	68.3%	41
<i>answered question</i>		60
<i>skipped question</i>		1



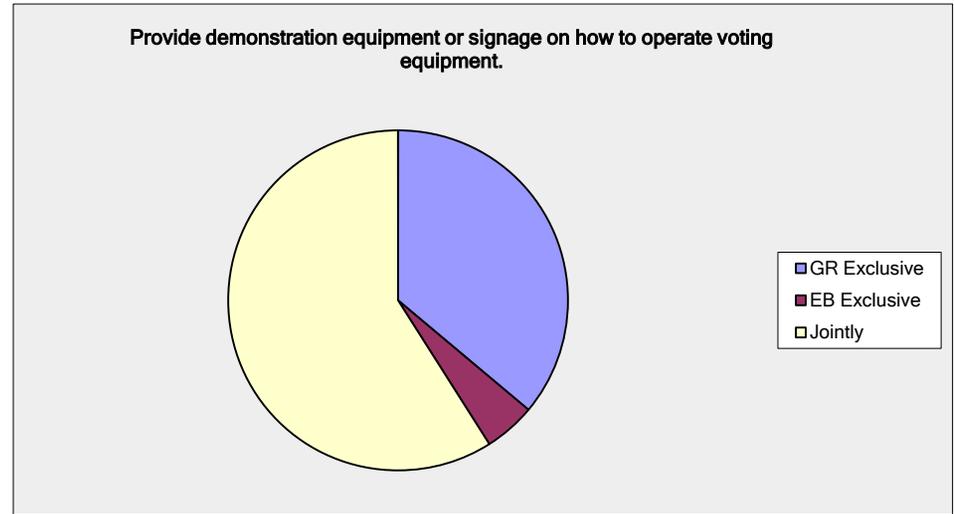
General Registrar / Electoral Board Duties

Direct officers of election on procedures to follow in counting ballots.		
Answer Options	Response Percent	Response Count
GR Exclusive	53.1%	51
EB Exclusive	7.3%	7
Jointly	39.6%	38
<i>answered question</i>		96
<i>skipped question</i>		1



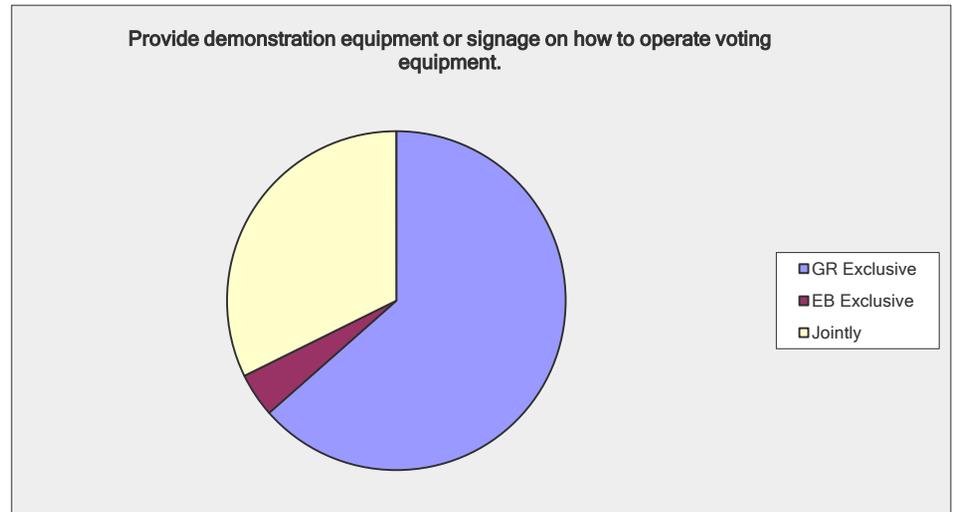
Electoral Board / General Registrar Duties

Provide demonstration equipment or signage on how to operate voting equipment.		
Answer Options	Response Percent	Response Count
GR Exclusive	36.1%	22
EB Exclusive	4.9%	3
Jointly	59.0%	36
<i>answered question</i>		61
<i>skipped question</i>		0



General Registrar / Electoral Board Duties

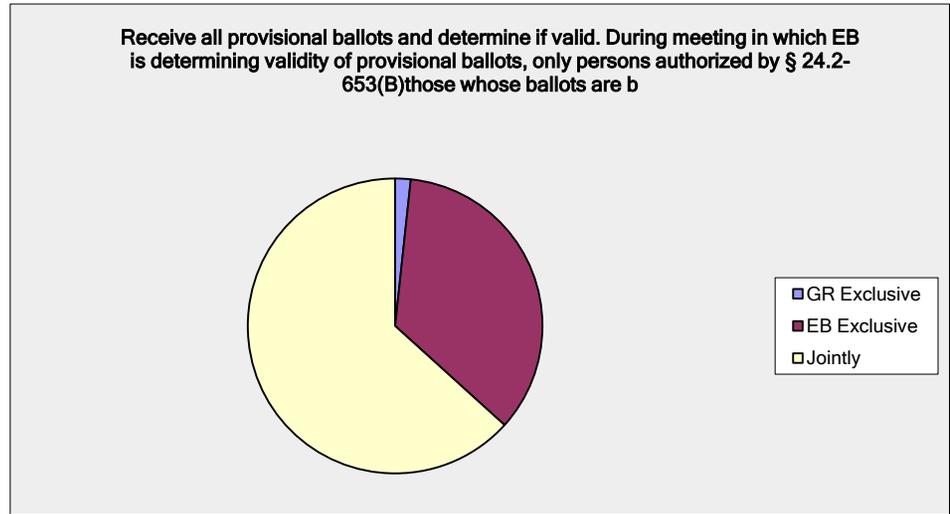
Provide demonstration equipment or signage on how to operate voting equipment.		
Answer Options	Response Percent	Response Count
GR Exclusive	63.5%	61
EB Exclusive	4.2%	4
Jointly	32.3%	31
<i>answered question</i>		96
<i>skipped question</i>		1



Electoral Board / General Registrar Duties

Receive all provisional ballots and determine if valid. During meeting in which EB is determining validity of provisional ballots, only persons authorized by § 24.2-

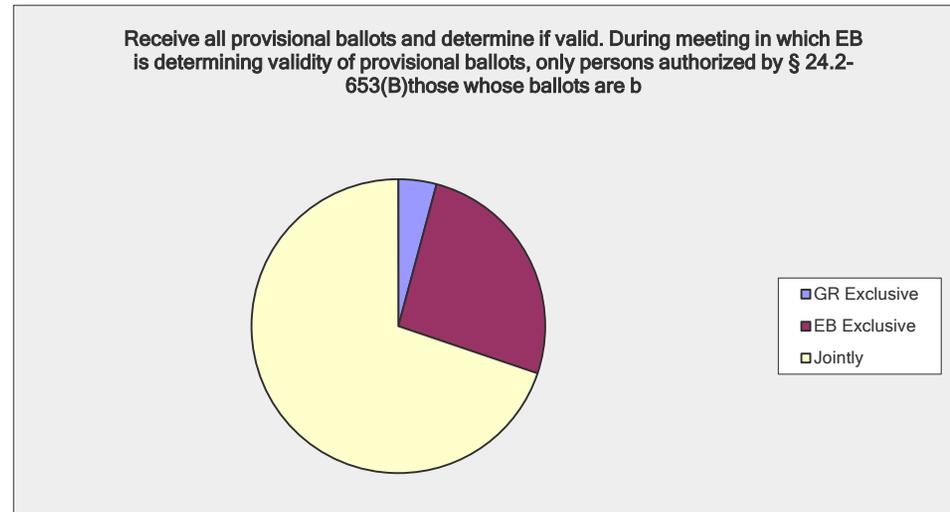
Answer Options	Response Percent	Response Count
GR Exclusive	1.7%	1
EB Exclusive	35.0%	21
Jointly	63.3%	38
<i>answered question</i>		60
<i>skipped question</i>		1



General Registrar / Electoral Board Duties

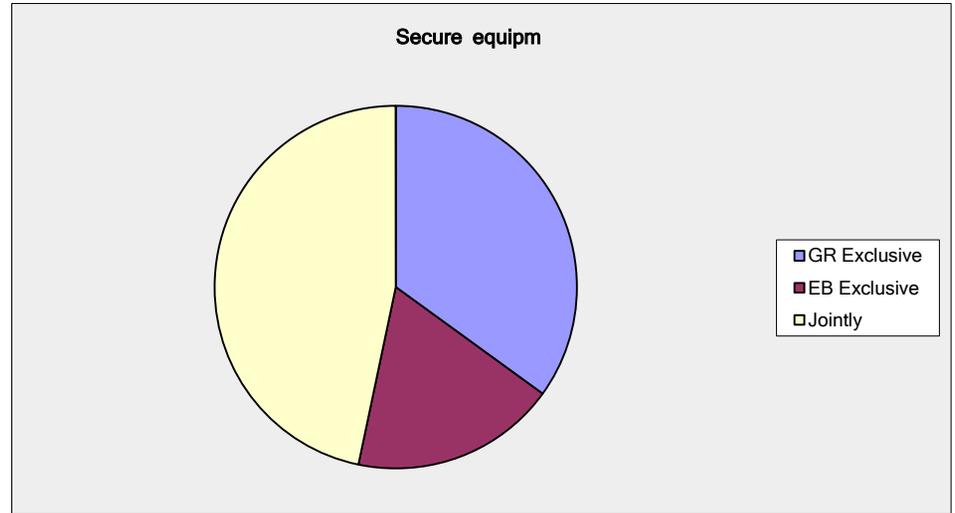
Receive all provisional ballots and determine if valid. During meeting in which EB is

Answer Options	Response Percent	Response Count
GR Exclusive	4.2%	4
EB Exclusive	26.0%	25
Jointly	69.8%	67
<i>answered question</i>		96
<i>skipped question</i>		1



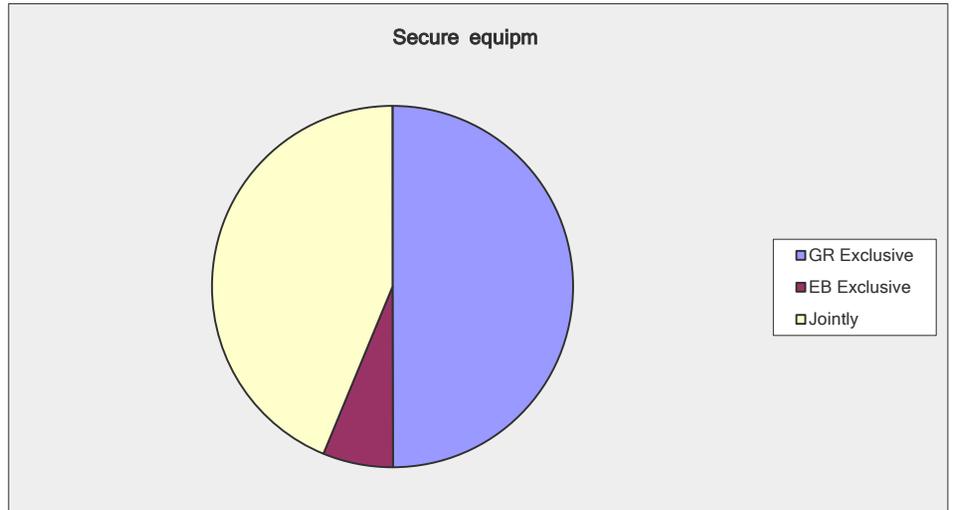
Electoral Board / General Registrar Duties

Secure equipment keys and election materials with Clerk of Court or General Registrar. Request SBE Secretary permission to inspect when needed. Arrange with		
Answer Options	Response Percent	Response Count
GR Exclusive	35.0%	21
EB Exclusive	18.3%	11
Jointly	46.7%	28
<i>answered question</i>		60
<i>skipped question</i>		1



General Registrar / Electoral Board Duties

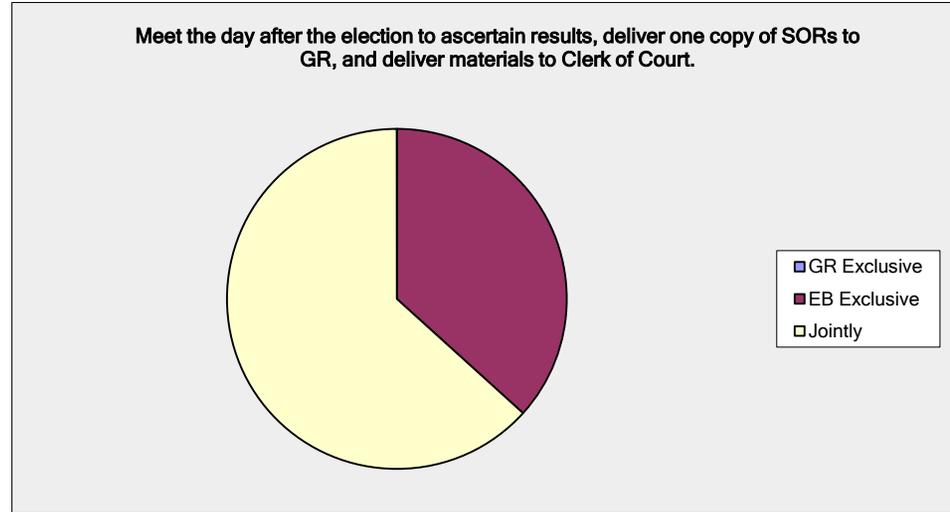
Secure equipment keys and election materials with Clerk of Court or General Registrar. Request SBE Secretary permission to inspect when needed. Arrange with		
Answer Options	Response Percent	Response Count
GR Exclusive	50.0%	48
EB Exclusive	6.3%	6
Jointly	43.8%	42
<i>answered question</i>		96
<i>skipped question</i>		1



Electoral Board / General Registrar Duties

Meet the day after the election to ascertain results, deliver one copy of SORs to GR, and deliver materials to Clerk of Court.

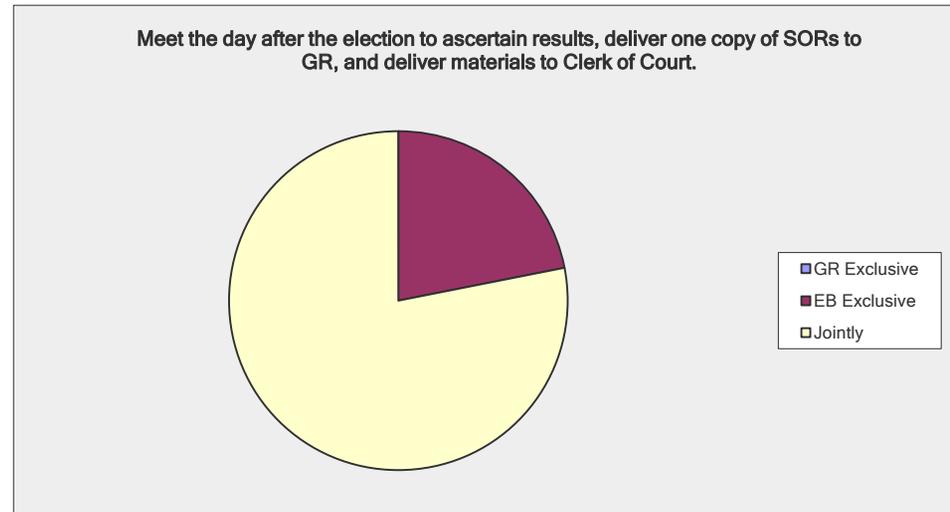
Answer Options	Response Percent	Response Count
GR Exclusive	0.0%	0
EB Exclusive	36.7%	22
Jointly	63.3%	38
<i>answered question</i>		60
<i>skipped question</i>		1



General Registrar / Electoral Board Duties

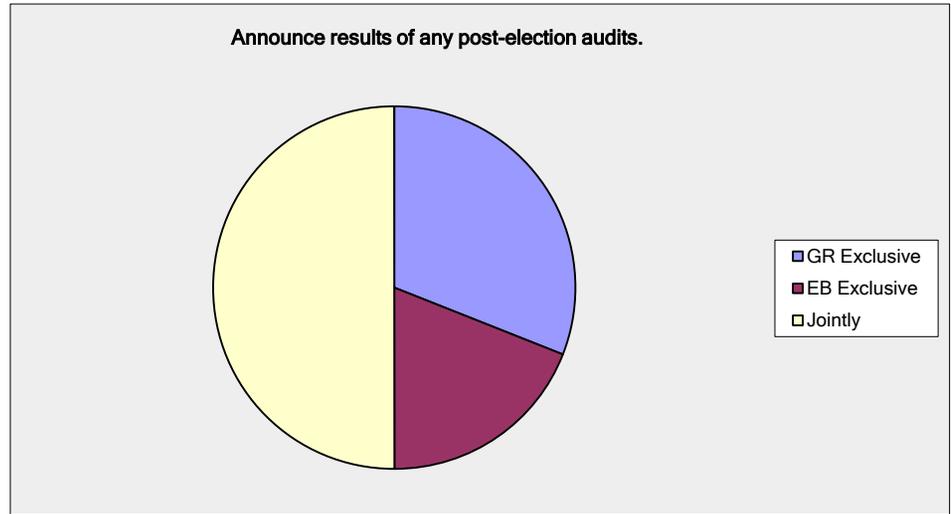
Meet the day after the election to ascertain results, deliver one copy of SORs to GR, and deliver materials to Clerk of Court.

Answer Options	Response Percent	Response Count
GR Exclusive	0.0%	0
EB Exclusive	21.9%	21
Jointly	78.1%	75
<i>answered question</i>		96
<i>skipped question</i>		1



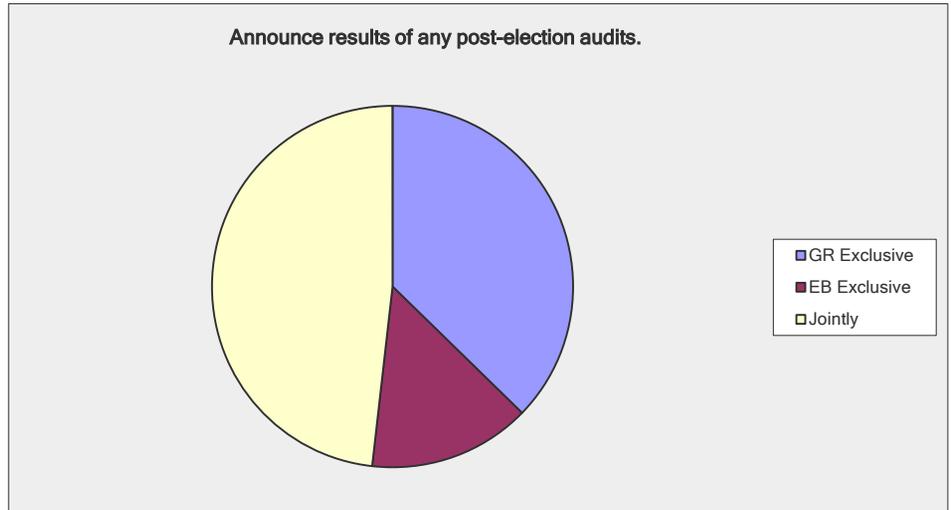
Electoral Board / General Registrar Duties

Announce results of any post-election audits.		
Answer Options	Response Percent	Response Count
GR Exclusive	31.0%	18
EB Exclusive	19.0%	11
Jointly	50.0%	29
<i>answered question</i>		58
<i>skipped question</i>		3



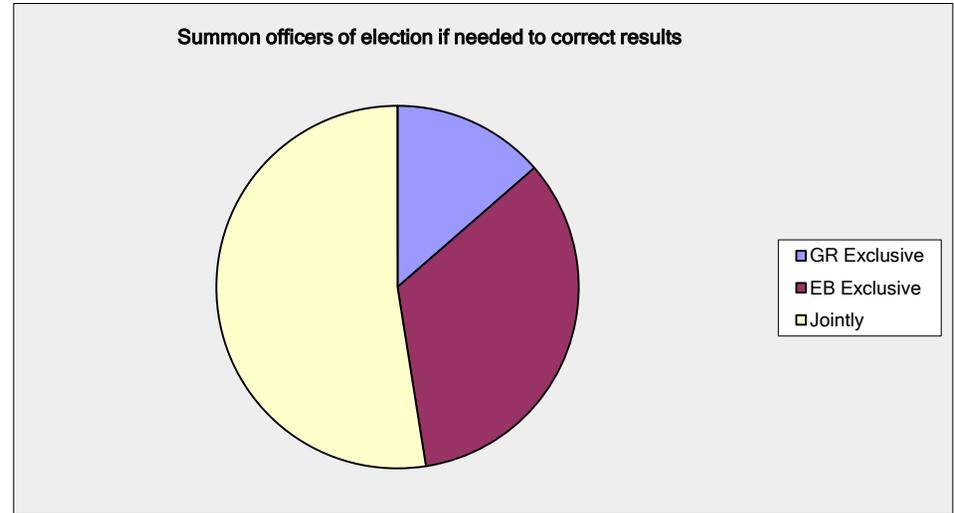
General Registrar / Electoral Board Duties

Announce results of any post-election audits.		
Answer Options	Response Percent	Response Count
GR Exclusive	37.3%	31
EB Exclusive	14.5%	12
Jointly	48.2%	40
<i>answered question</i>		83
<i>skipped question</i>		14



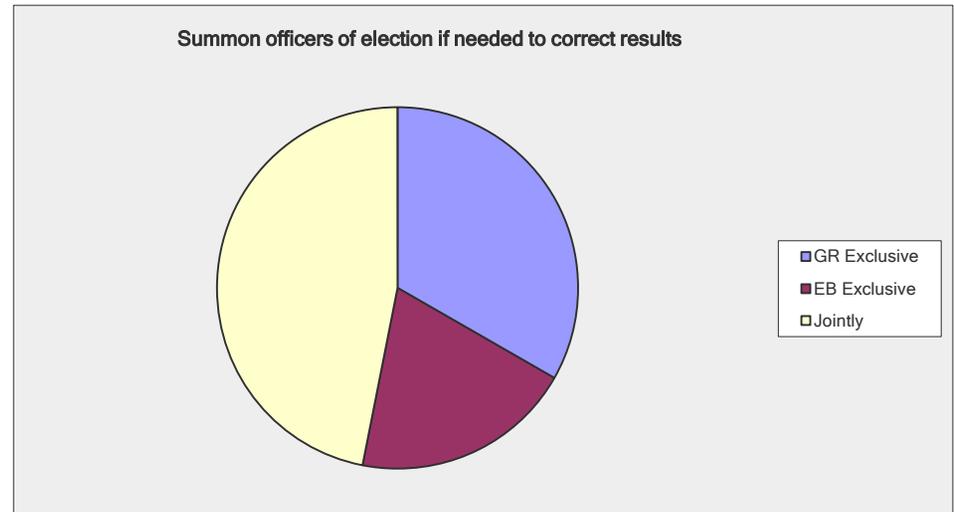
Electoral Board / General Registrar Duties

Summon officers of election if needed to correct results		
Answer Options	Response Percent	Response Count
GR Exclusive	13.6%	8
EB Exclusive	33.9%	20
Jointly	52.5%	31
<i>answered question</i>		59
<i>skipped question</i>		2



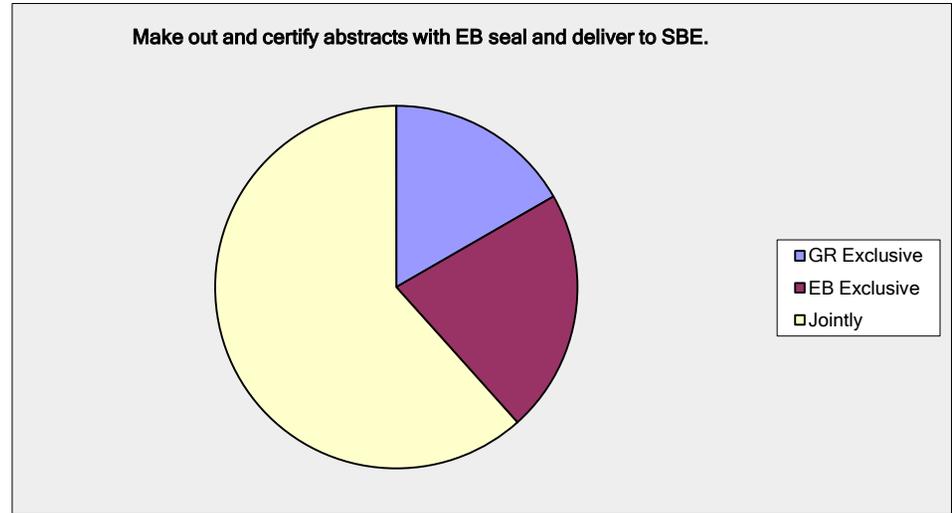
General Registrar / Electoral Board Duties

Summon officers of election if needed to correct results		
Answer Options	Response Percent	Response Count
GR Exclusive	33.3%	32
EB Exclusive	19.8%	19
Jointly	46.9%	45
<i>answered question</i>		96
<i>skipped question</i>		1



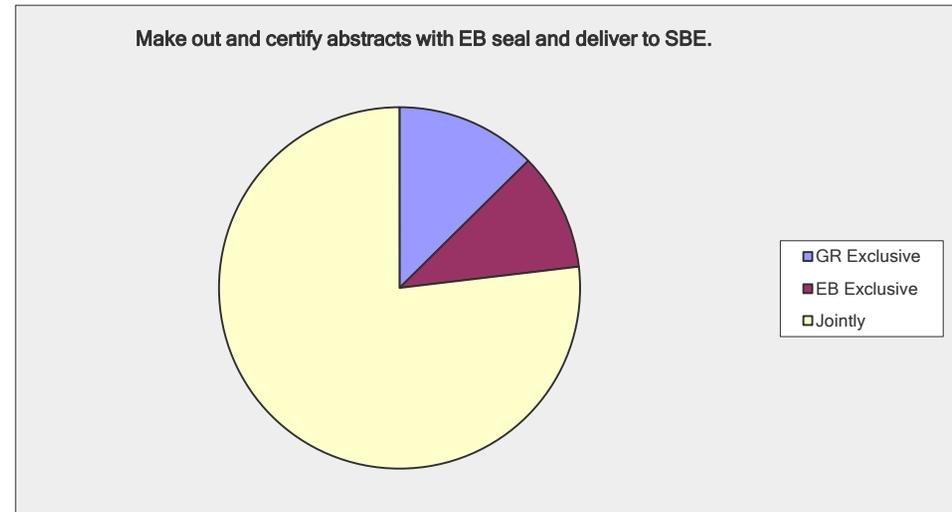
Electoral Board / General Registrar Duties

Make out and certify abstracts with EB seal and deliver to SBE.		
Answer Options	Response Percent	Response Count
GR Exclusive	16.7%	10
EB Exclusive	21.7%	13
Jointly	61.7%	37
<i>answered question</i>		60
<i>skipped question</i>		1



General Registrar / Electoral Board Duties

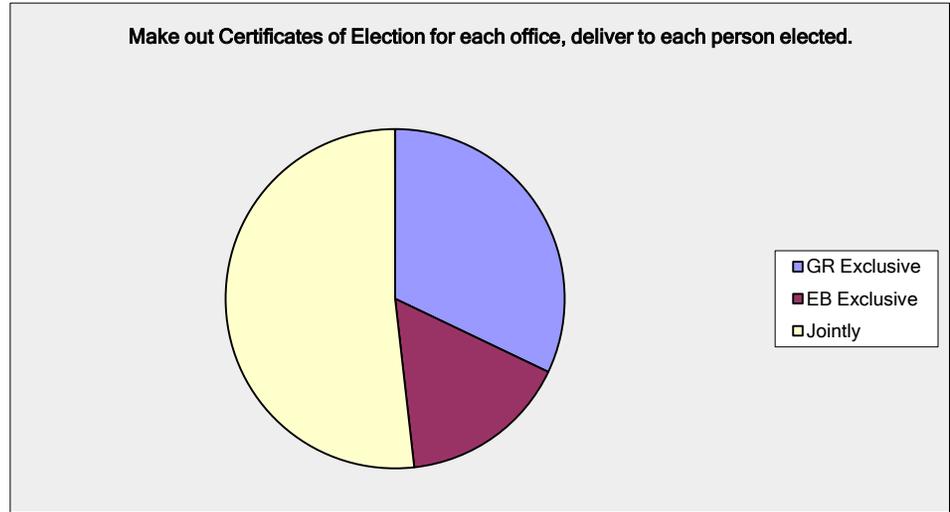
Make out and certify abstracts with EB seal and deliver to SBE.		
Answer Options	Response Percent	Response Count
GR Exclusive	12.6%	12
EB Exclusive	10.5%	10
Jointly	76.8%	73
<i>answered question</i>		95
<i>skipped question</i>		2



Electoral Board / General Registrar Duties

Make out Certificates of Election for each office, deliver to each person elected.

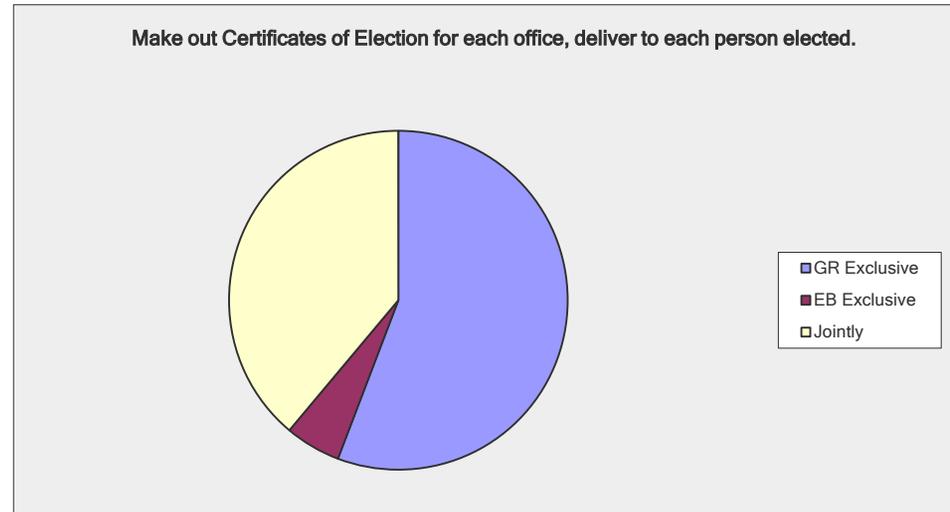
Answer Options	Response Percent	Response Count
GR Exclusive	32.1%	18
EB Exclusive	16.1%	9
Jointly	51.8%	29
<i>answered question</i>		56
<i>skipped question</i>		5



General Registrar / Electoral Board Duties

Make out Certificates of Election for each office, deliver to each person elected.

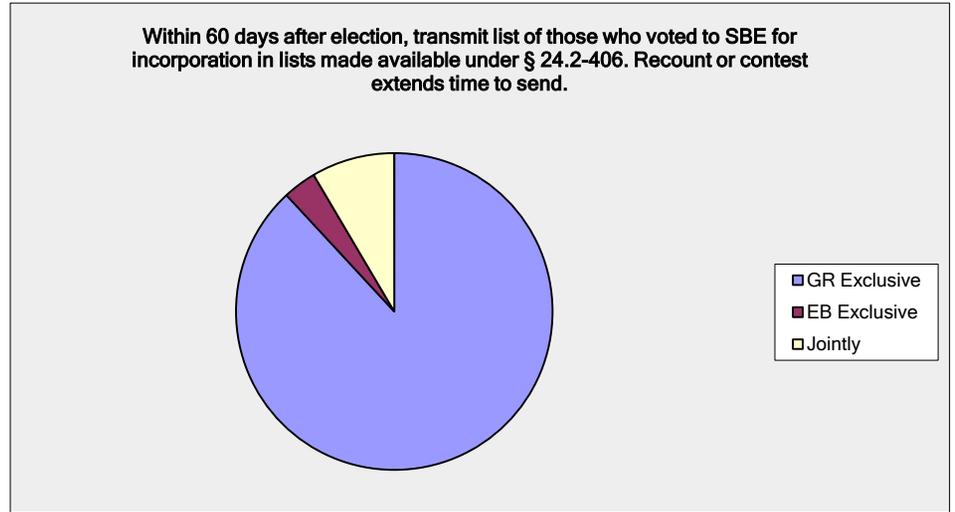
Answer Options	Response Percent	Response Count
GR Exclusive	55.8%	53
EB Exclusive	5.3%	5
Jointly	38.9%	37
<i>answered question</i>		95
<i>skipped question</i>		2



Electoral Board / General Registrar Duties

Within 60 days after election, transmit list of those who voted to SBE for incorporation in lists made available under § 24.2-406. Recount or contest extends time to send.

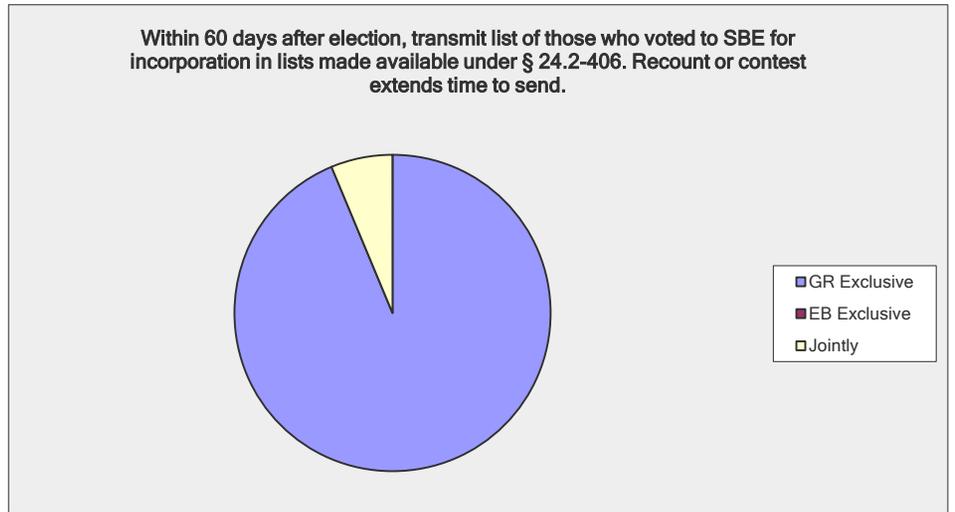
Answer Options	Response Percent	Response Count	
GR Exclusive	88.1%	52	
EB Exclusive	3.4%	2	
Jointly	8.5%	5	
<i>answered question</i>			59
<i>skipped question</i>			2



General Registrar / Electoral Board Duties

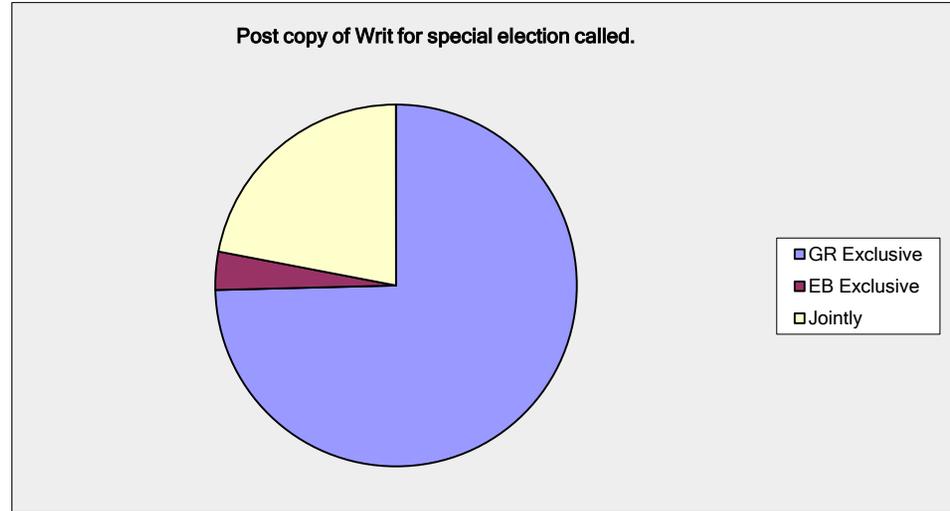
Within 60 days after election, transmit list of those who voted to SBE for incorporation in

Answer Options	Response Percent	Response Count	
GR Exclusive	93.8%	90	
EB Exclusive	0.0%	0	
Jointly	6.3%	6	
<i>answered question</i>			96
<i>skipped question</i>			1



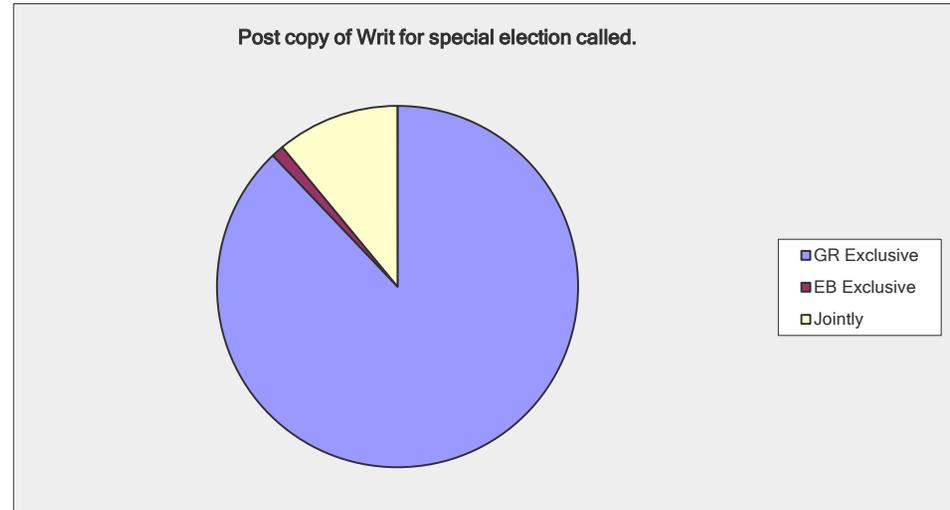
Electoral Board / General Registrar Duties

Post copy of Writ for special election called.		
Answer Options	Response Percent	Response Count
GR Exclusive	74.6%	44
EB Exclusive	3.4%	2
Jointly	22.0%	13
<i>answered question</i>		59
<i>skipped question</i>		2



General Registrar / Electoral Board Duties

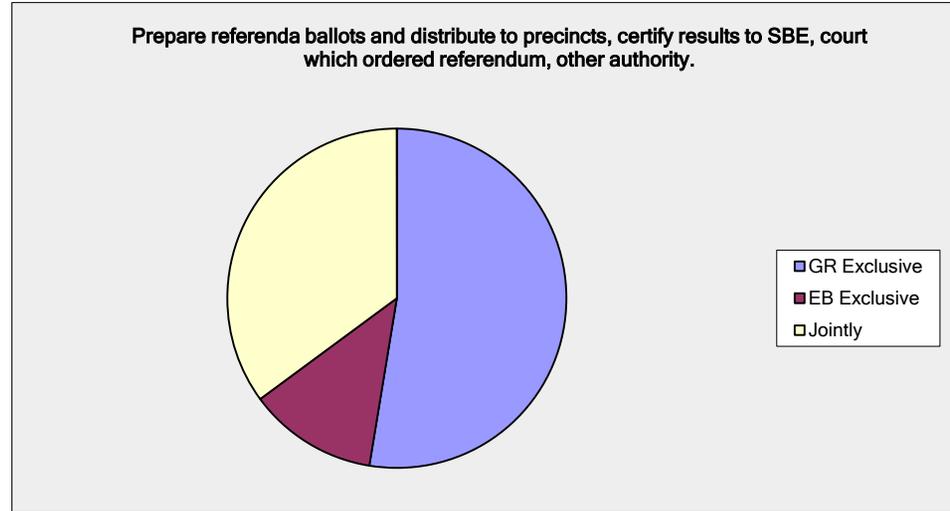
Post copy of Writ for special election called.		
Answer Options	Response Percent	Response Count
GR Exclusive	87.9%	80
EB Exclusive	1.1%	1
Jointly	11.0%	10
<i>answered question</i>		91
<i>skipped question</i>		6



Electoral Board / General Registrar Duties

Prepare referenda ballots and distribute to precincts, certify results to SBE, court which ordered referendum, other authority.

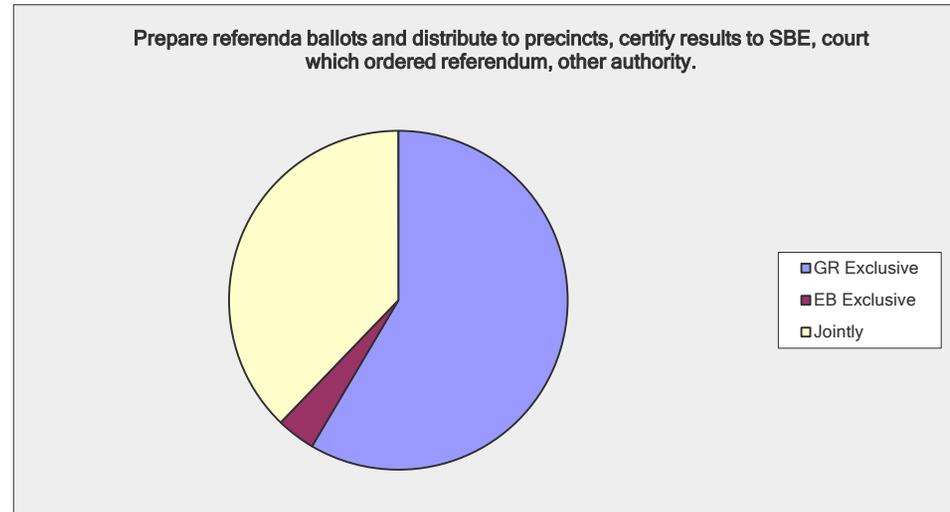
Answer Options	Response Percent	Response Count
GR Exclusive	52.6%	30
EB Exclusive	12.3%	7
Jointly	35.1%	20
<i>answered question</i>		57
<i>skipped question</i>		4



General Registrar / Electoral Board Duties

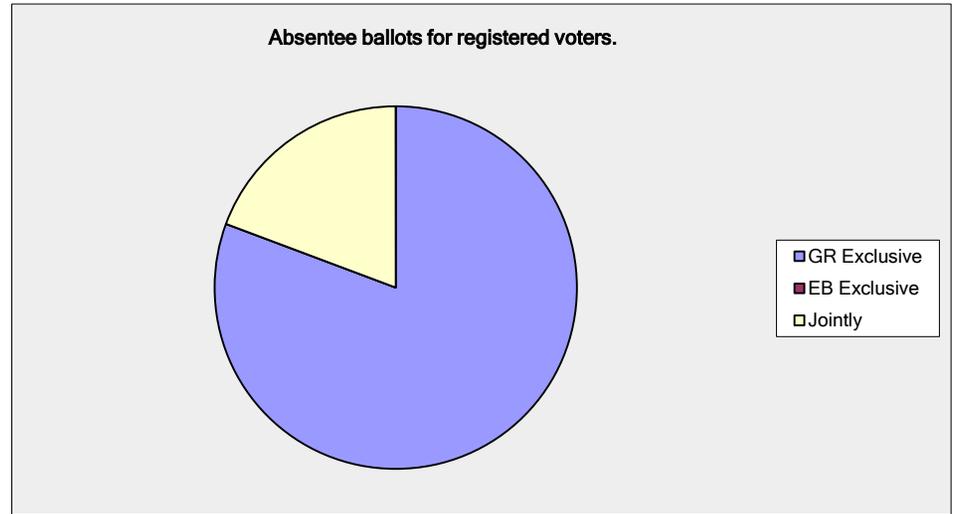
Prepare referenda ballots and distribute to precincts, certify results to SBE, court which ordered referendum, other authority.

Answer Options	Response Percent	Response Count
GR Exclusive	58.5%	48
EB Exclusive	3.7%	3
Jointly	37.8%	31
<i>answered question</i>		82
<i>skipped question</i>		15



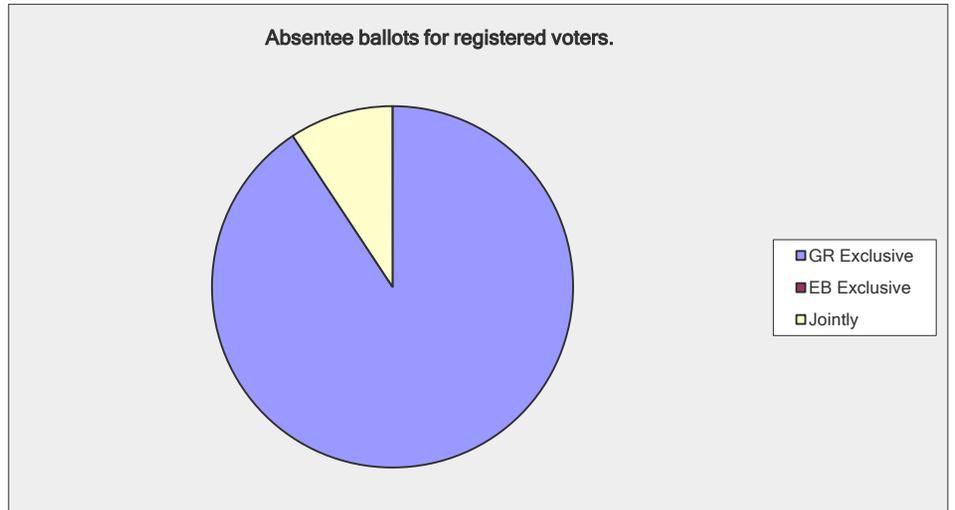
Electoral Board / General Registrar Duties

Absentee ballots for registered voters.		
Answer Options	Response Percent	Response Count
GR Exclusive	80.7%	46
EB Exclusive	0.0%	0
Jointly	19.3%	11
<i>answered question</i>		57
<i>skipped question</i>		4



General Registrar / Electoral Board Duties

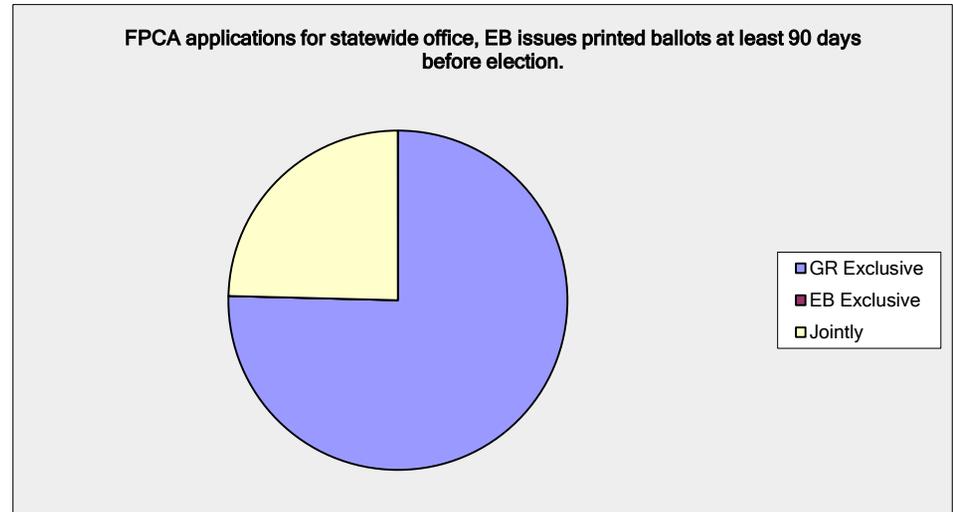
Absentee ballots for registered voters.		
Answer Options	Response Percent	Response Count
GR Exclusive	90.7%	88
EB Exclusive	0.0%	0
Jointly	9.3%	9
<i>answered question</i>		97
<i>skipped question</i>		0



Electoral Board / General Registrar Duties

FPCA applications for statewide office, EB issues printed ballots at least 90 days before election.

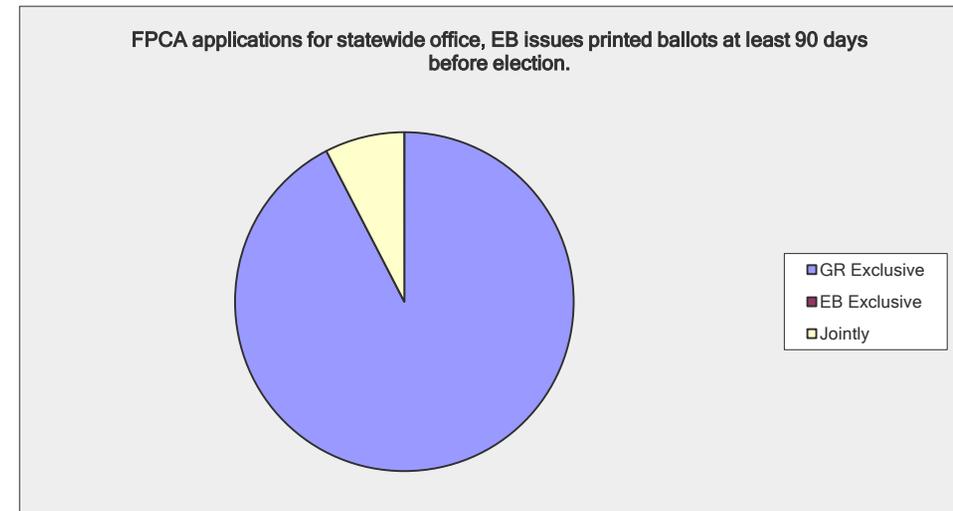
Answer Options	Response Percent	Response Count
GR Exclusive	75.4%	43
EB Exclusive	0.0%	0
Jointly	24.6%	14
<i>answered question</i>		57
<i>skipped question</i>		4



General Registrar / Electoral Board Duties

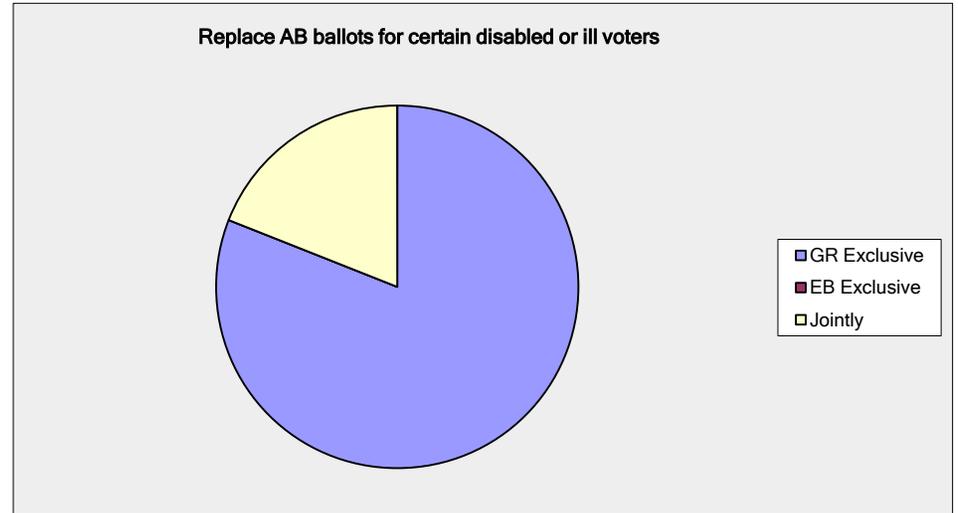
FPCA applications for statewide office, EB issues printed ballots at least 90 days before election.

Answer Options	Response Percent	Response Count
GR Exclusive	92.4%	85
EB Exclusive	0.0%	0
Jointly	7.6%	7
<i>answered question</i>		92
<i>skipped question</i>		5



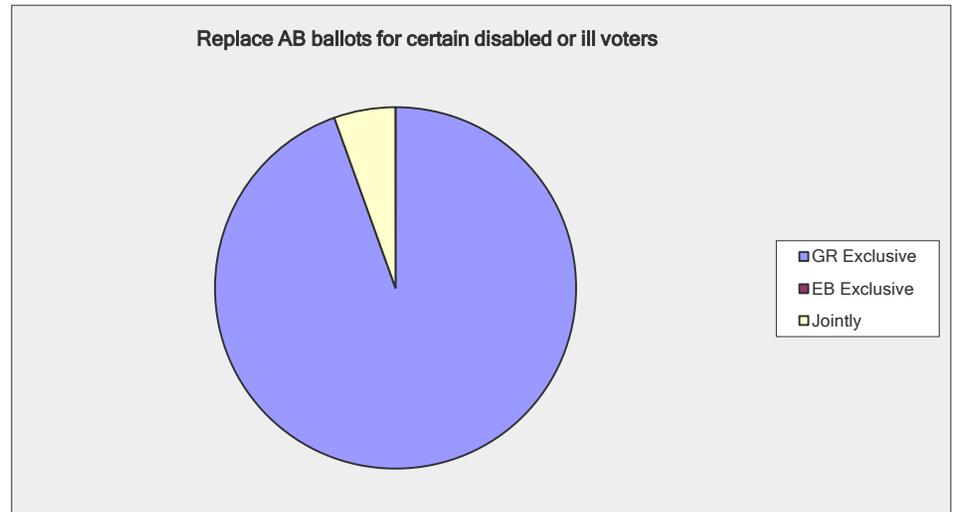
Electoral Board / General Registrar Duties

Replace AB ballots for certain disabled or ill voters		
Answer Options	Response Percent	Response Count
GR Exclusive	81.0%	47
EB Exclusive	0.0%	0
Jointly	19.0%	11
<i>answered question</i>		58
<i>skipped question</i>		3



General Registrar / Electoral Board Duties

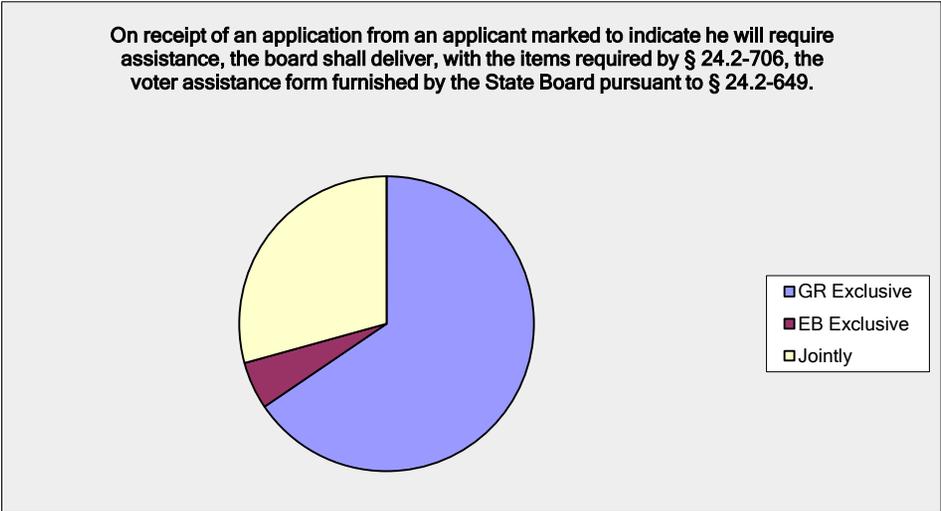
Replace AB ballots for certain disabled or ill voters		
Answer Options	Response Percent	Response Count
GR Exclusive	94.5%	86
EB Exclusive	0.0%	0
Jointly	5.5%	5
<i>answered question</i>		91
<i>skipped question</i>		6



Electoral Board / General Registrar Duties

On receipt of an application from an applicant marked to indicate he will require assistance, the board shall deliver, with the items required by § 24.2-706, the voter

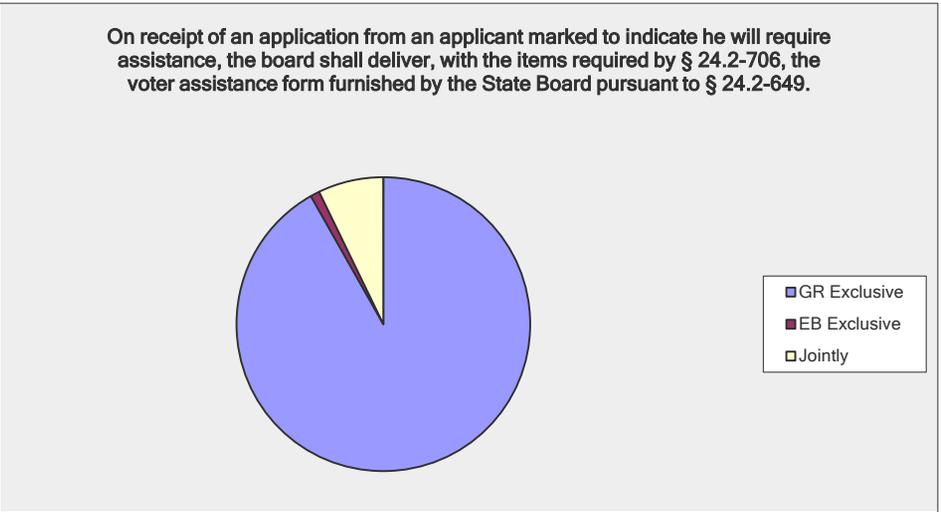
Answer Options	Response Percent	Response Count
GR Exclusive	65.5%	38
EB Exclusive	5.2%	3
Jointly	29.3%	17
<i>answered question</i>		58
<i>skipped question</i>		3



General Registrar / Electoral Board Duties

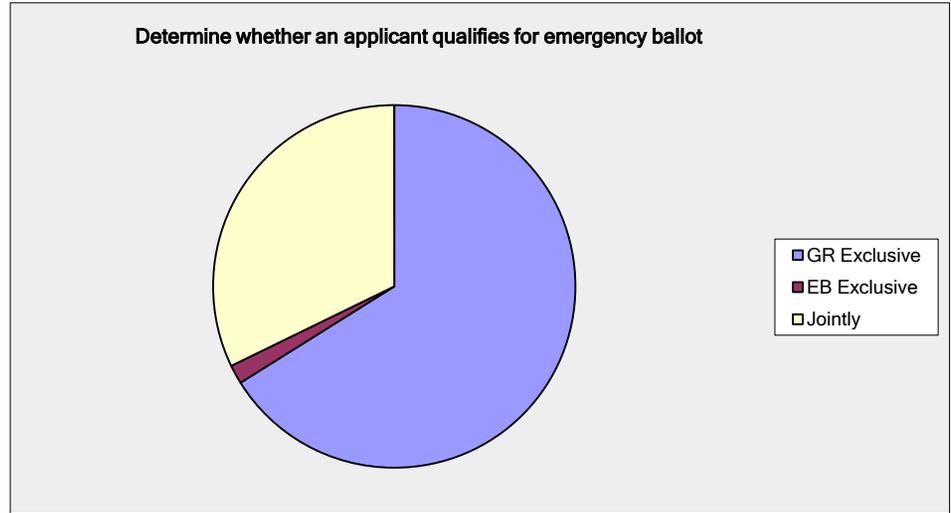
On receipt of an application from an applicant marked to indicate he will require assistance, the board shall deliver, with the items required by § 24.2-706, the voter

Answer Options	Response Percent	Response Count
GR Exclusive	91.8%	89
EB Exclusive	1.0%	1
Jointly	7.2%	7
<i>answered question</i>		97
<i>skipped question</i>		0



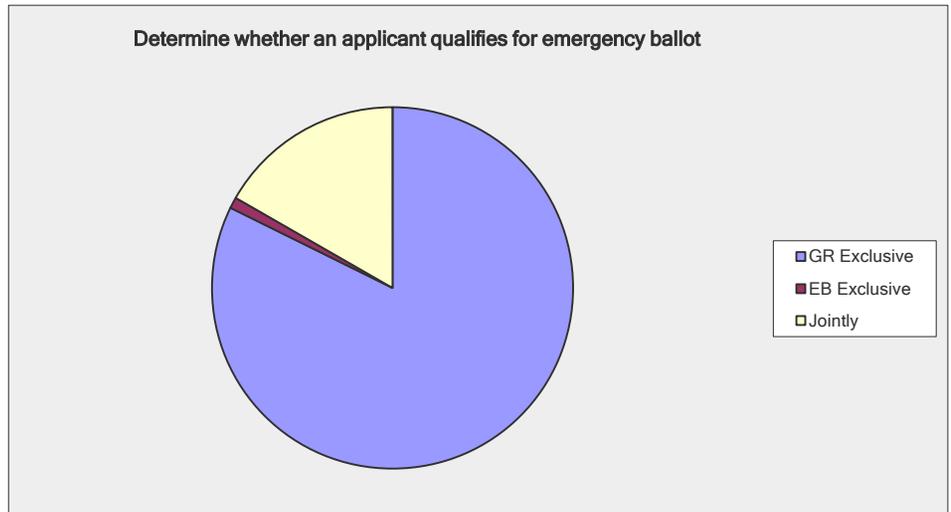
Electoral Board / General Registrar Duties

Determine whether an applicant qualifies for emergency ballot		
Answer Options	Response Percent	Response Count
GR Exclusive	66.1%	39
EB Exclusive	1.7%	1
Jointly	32.2%	19
<i>answered question</i>		59
<i>skipped question</i>		2



General Registrar / Electoral Board Duties

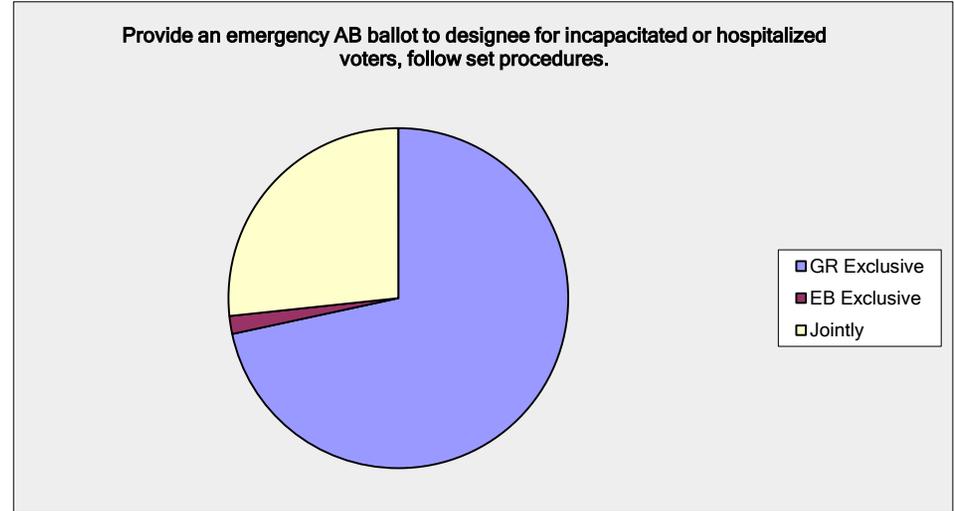
Determine whether an applicant qualifies for emergency ballot		
Answer Options	Response Percent	Response Count
GR Exclusive	82.3%	79
EB Exclusive	1.0%	1
Jointly	16.7%	16
<i>answered question</i>		96
<i>skipped question</i>		1



Electoral Board / General Registrar Duties

Provide an emergency AB ballot to designee for incapacitated or hospitalized voters, follow set procedures.

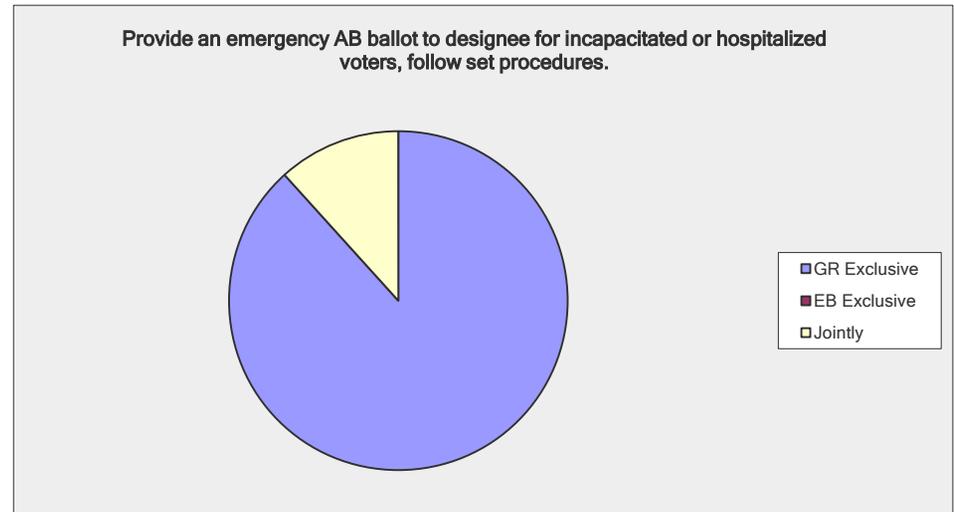
Answer Options	Response Percent	Response Count
GR Exclusive	71.7%	43
EB Exclusive	1.7%	1
Jointly	26.7%	16
<i>answered question</i>		60
<i>skipped question</i>		1



General Registrar / Electoral Board Duties

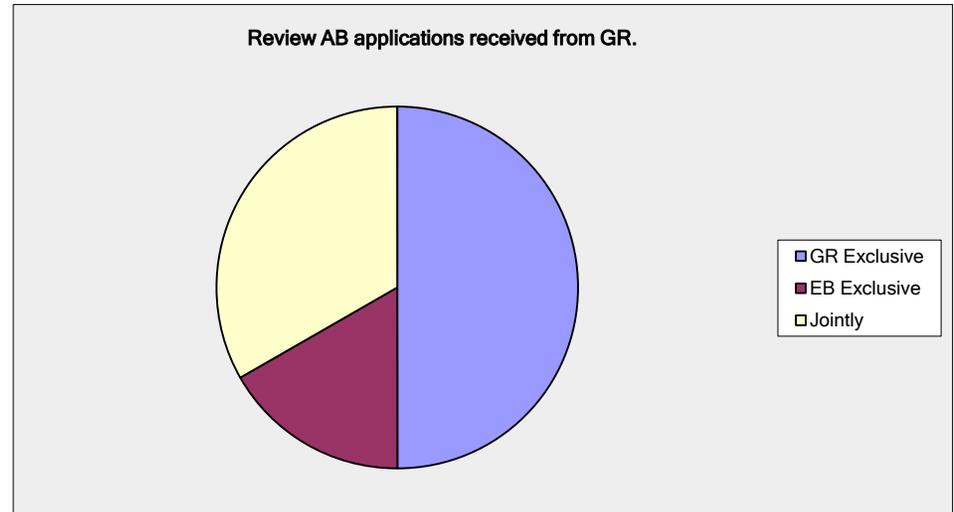
Provide an emergency AB ballot to designee for incapacitated or hospitalized voters, follow set procedures.

Answer Options	Response Percent	Response Count
GR Exclusive	88.3%	83
EB Exclusive	0.0%	0
Jointly	11.7%	11
<i>answered question</i>		94
<i>skipped question</i>		3



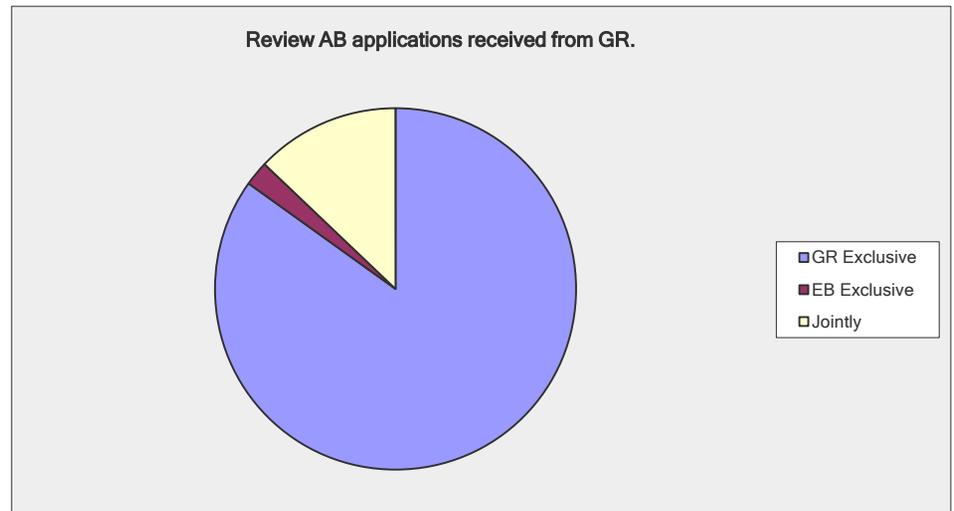
Electoral Board / General Registrar Duties

Review AB applications received from GR.		
Answer Options	Response Percent	Response Count
GR Exclusive	50.0%	30
EB Exclusive	16.7%	10
Jointly	33.3%	20
<i>answered question</i>		60
<i>skipped question</i>		1



General Registrar / Electoral Board Duties

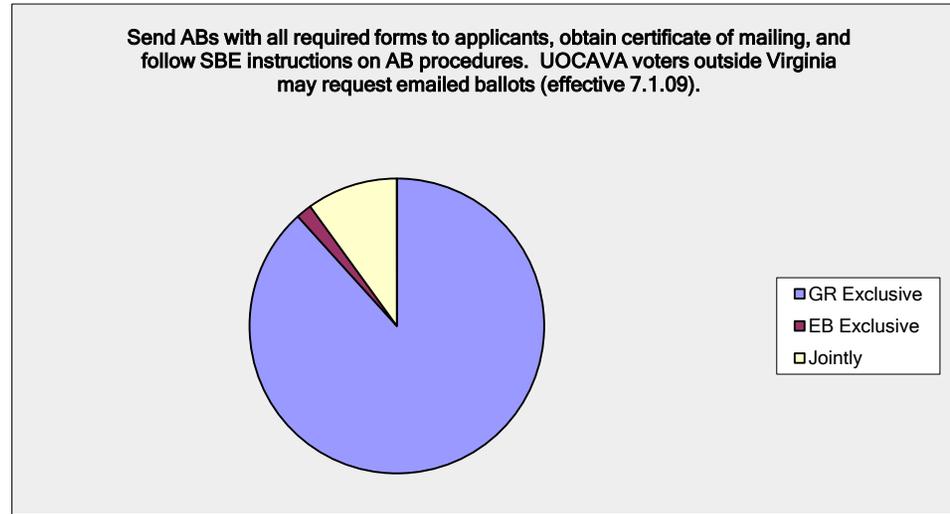
Review AB applications received from GR.		
Answer Options	Response Percent	Response Count
GR Exclusive	84.9%	79
EB Exclusive	2.2%	2
Jointly	12.9%	12
<i>answered question</i>		93
<i>skipped question</i>		4



Electoral Board / General Registrar Duties

Send ABs with all required forms to applicants, obtain certificate of mailing, and follow SBE instructions on AB procedures. UOCAVA voters outside Virginia may request

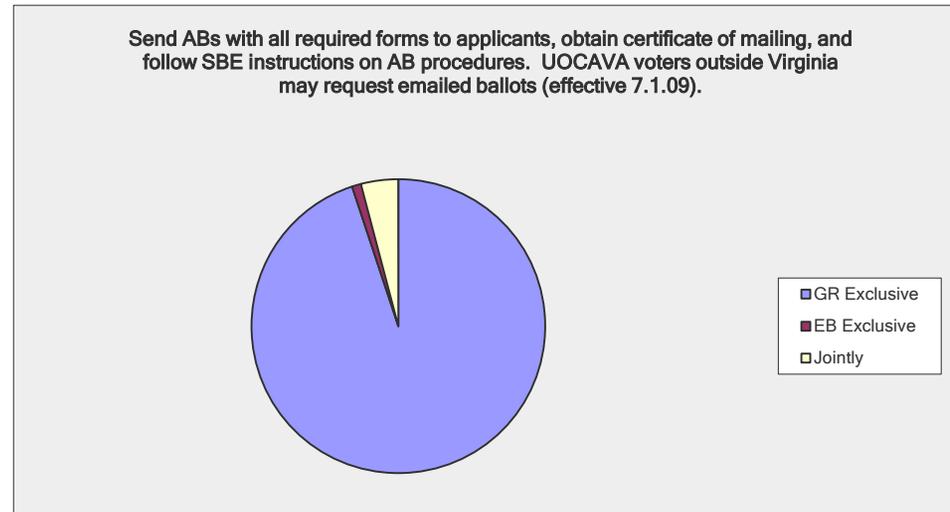
Answer Options	Response Percent	Response Count
GR Exclusive	88.3%	53
EB Exclusive	1.7%	1
Jointly	10.0%	6
<i>answered question</i>		60
<i>skipped question</i>		1



General Registrar / Electoral Board Duties

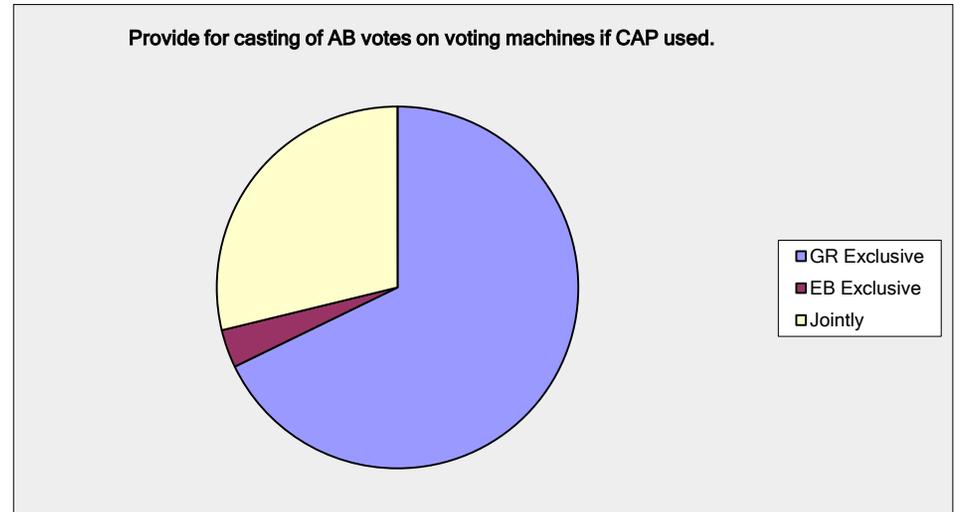
Send ABs with all required forms to applicants, obtain certificate of mailing, and follow

Answer Options	Response Percent	Response Count
GR Exclusive	94.8%	92
EB Exclusive	1.0%	1
Jointly	4.1%	4
<i>answered question</i>		97
<i>skipped question</i>		0



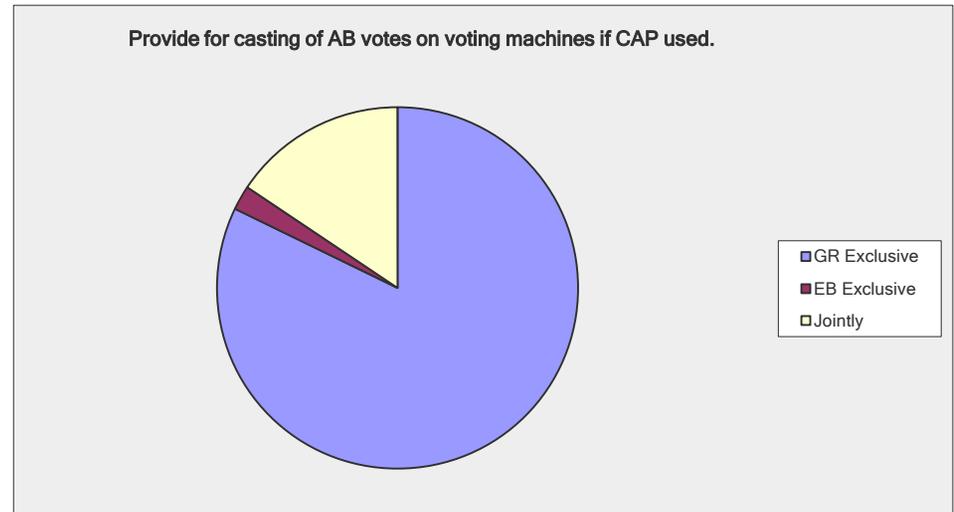
Electoral Board / General Registrar Duties

Provide for casting of AB votes on voting machines if CAP used.		
Answer Options	Response Percent	Response Count
GR Exclusive	67.8%	40
EB Exclusive	3.4%	2
Jointly	28.8%	17
<i>answered question</i>		59
<i>skipped question</i>		2



General Registrar / Electoral Board Duties

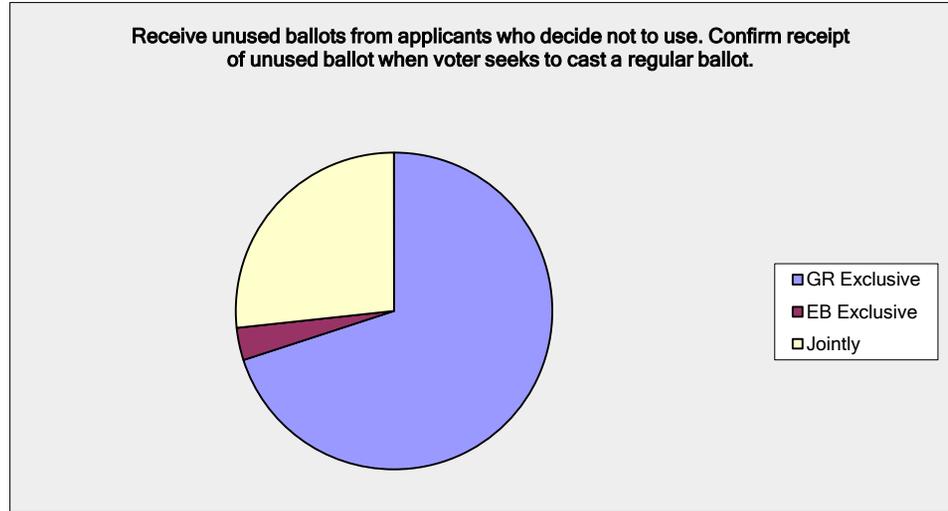
Provide for casting of AB votes on voting machines if CAP used.		
Answer Options	Response Percent	Response Count
GR Exclusive	82.2%	74
EB Exclusive	2.2%	2
Jointly	15.6%	14
<i>answered question</i>		90
<i>skipped question</i>		7



Electoral Board / General Registrar Duties

Receive unused ballots from applicants who decide not to use. Confirm receipt of unused ballot when voter seeks to cast a regular ballot.

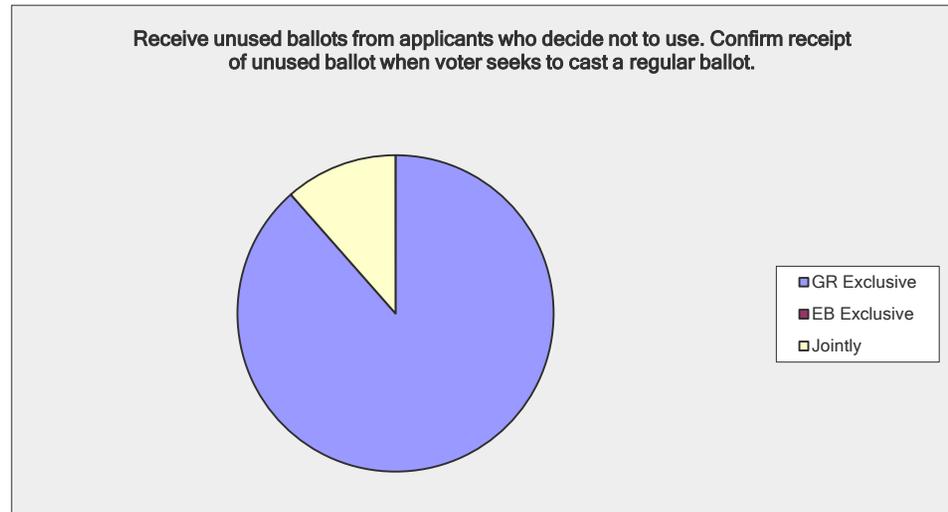
Answer Options	Response Percent	Response Count
GR Exclusive	70.0%	42
EB Exclusive	3.3%	2
Jointly	26.7%	16
<i>answered question</i>		60
<i>skipped question</i>		1



General Registrar / Electoral Board Duties

Receive unused ballots from applicants who decide not to use. Confirm receipt of unused ballot when voter seeks to cast a regular ballot.

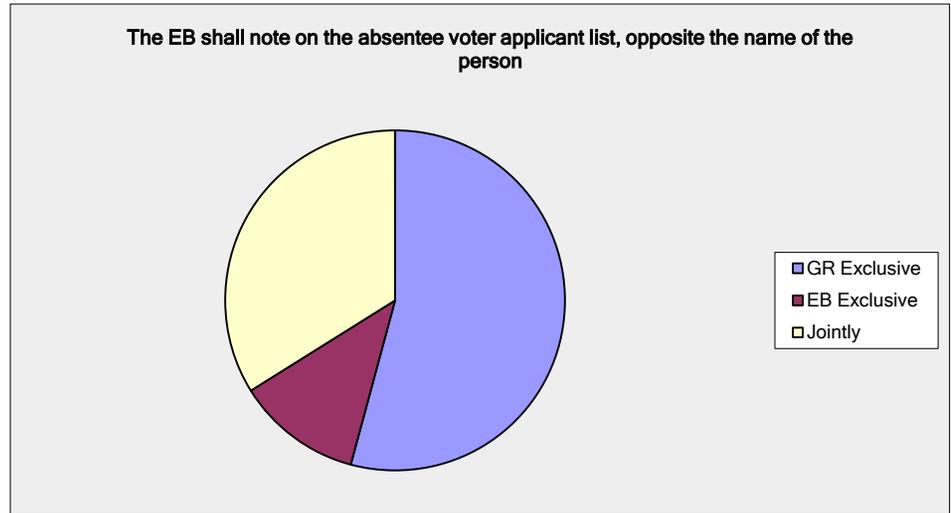
Answer Options	Response Percent	Response Count
GR Exclusive	88.5%	85
EB Exclusive	0.0%	0
Jointly	11.5%	11
<i>answered question</i>		96
<i>skipped question</i>		1



Electoral Board / General Registrar Duties

The EB shall note on the absentee voter applicant list, opposite the name of the person returning the ballot, the fact that the ballot was returned unused and the date of the

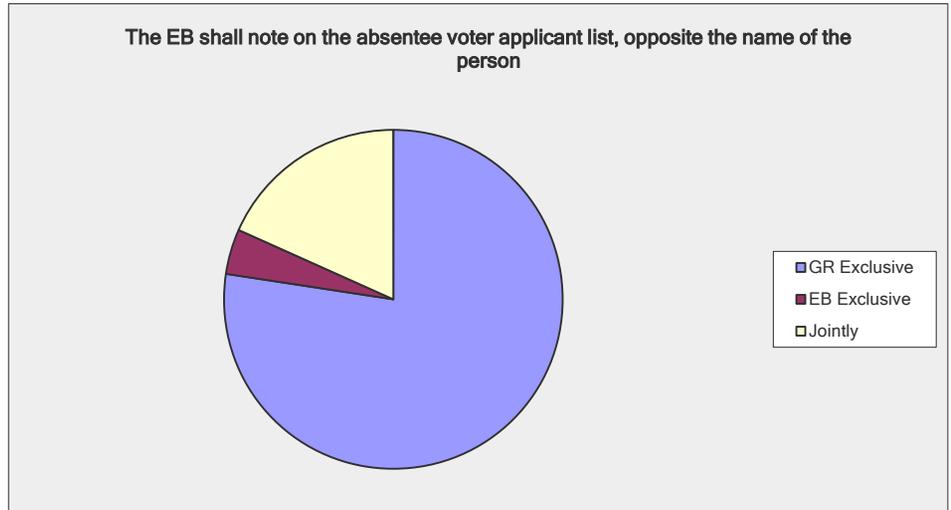
Answer Options	Response Percent	Response Count
GR Exclusive	54.2%	32
EB Exclusive	11.9%	7
Jointly	33.9%	20
<i>answered question</i>		59
<i>skipped question</i>		2



General Registrar / Electoral Board Duties

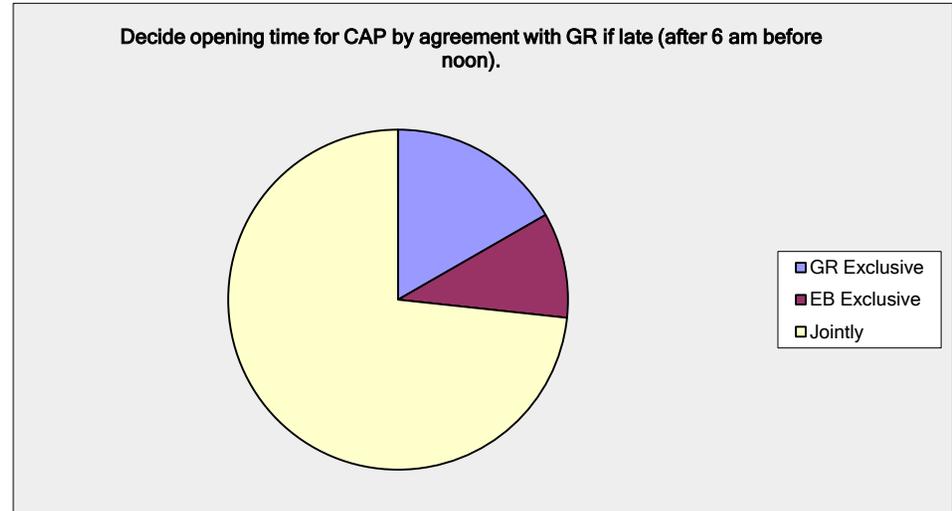
The EB shall note on the absentee voter applicant list, opposite the name of the person

Answer Options	Response Percent	Response Count
GR Exclusive	77.4%	72
EB Exclusive	4.3%	4
Jointly	18.3%	17
<i>answered question</i>		93
<i>skipped question</i>		4



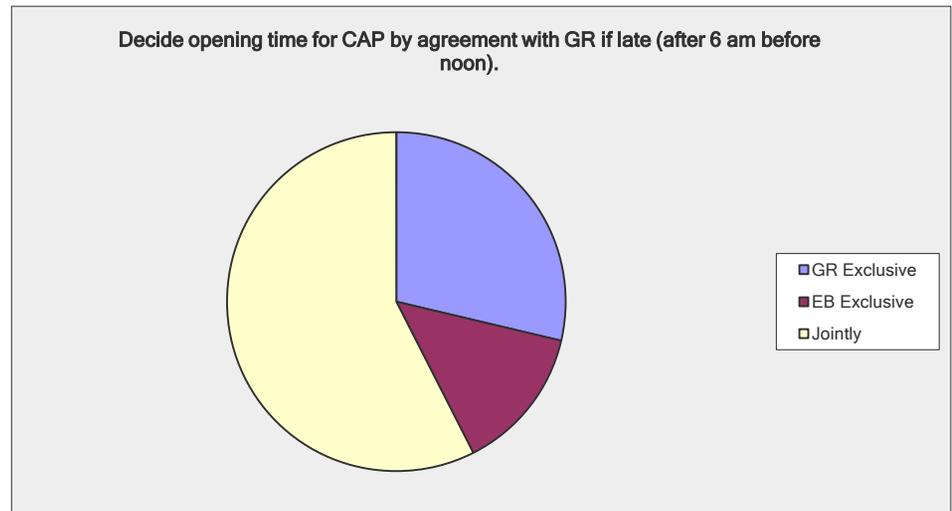
Electoral Board / General Registrar Duties

Decide opening time for CAP by agreement with GR if late (after 6 am before noon).		
Answer Options	Response Percent	Response Count
GR Exclusive	16.7%	10
EB Exclusive	10.0%	6
Jointly	73.3%	44
<i>answered question</i>		60
<i>skipped question</i>		1



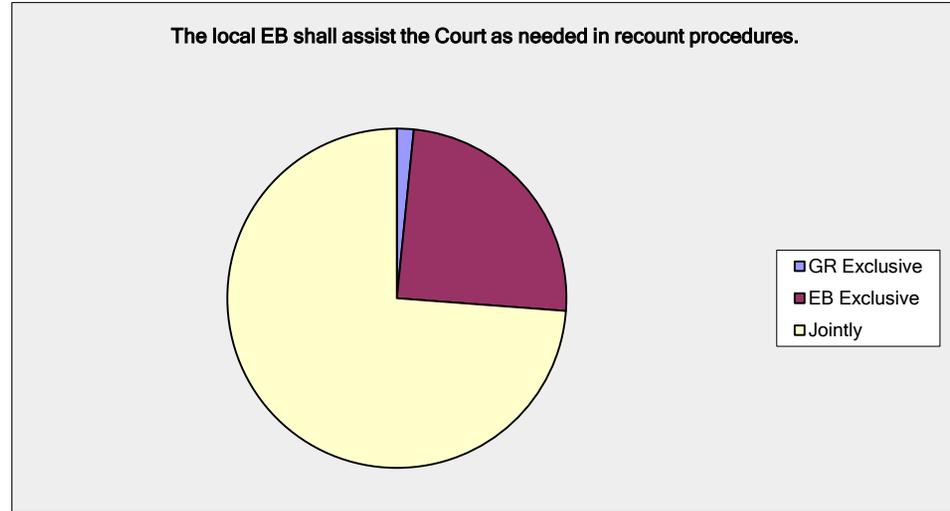
General Registrar / Electoral Board Duties

Decide opening time for CAP by agreement with GR if late (after 6 am before noon).		
Answer Options	Response Percent	Response Count
GR Exclusive	28.7%	25
EB Exclusive	13.8%	12
Jointly	57.5%	50
<i>answered question</i>		87
<i>skipped question</i>		10



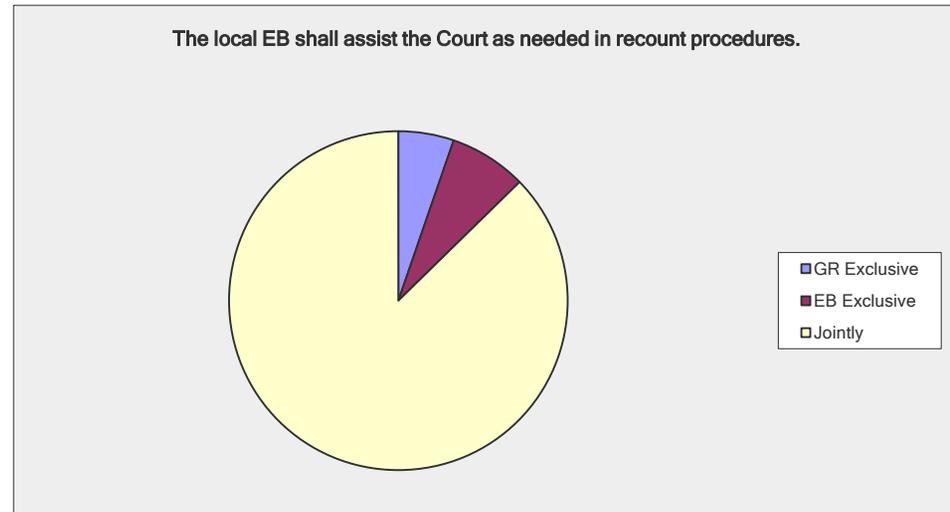
Electoral Board / General Registrar Duties

The local EB shall assist the Court as needed in recount procedures.		
Answer Options	Response Percent	Response Count
GR Exclusive	1.6%	1
EB Exclusive	24.6%	15
Jointly	73.8%	45
<i>answered question</i>		61
<i>skipped question</i>		0



General Registrar / Electoral Board Duties

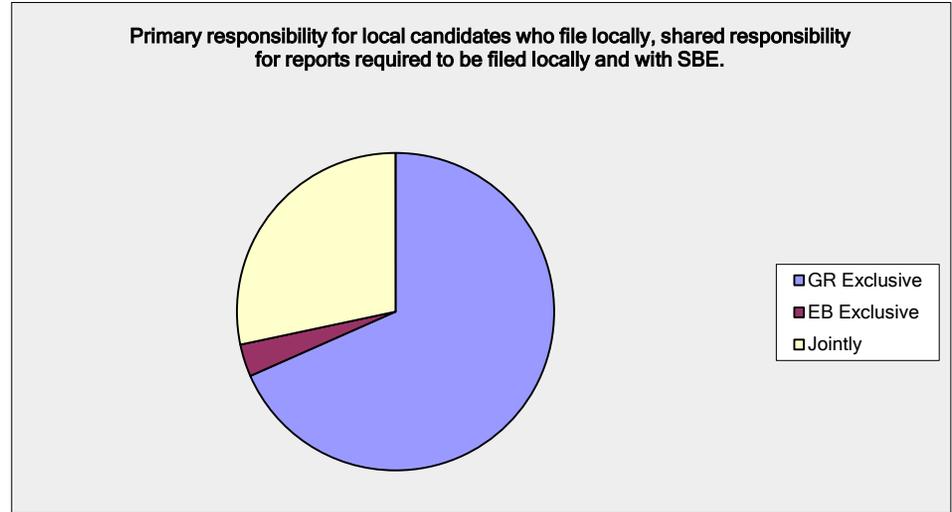
The local EB shall assist the Court as needed in recount procedures.		
Answer Options	Response Percent	Response Count
GR Exclusive	5.3%	5
EB Exclusive	7.4%	7
Jointly	87.4%	83
<i>answered question</i>		95
<i>skipped question</i>		2



Electoral Board / General Registrar Duties

Primary responsibility for local candidates who file locally, shared responsibility for reports required to be filed locally and with SBE.

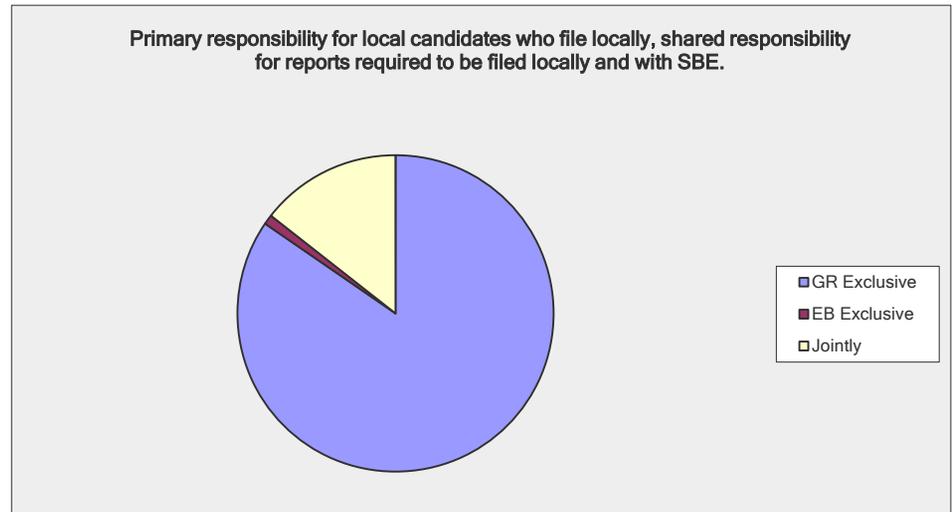
Answer Options	Response Percent	Response Count
GR Exclusive	68.3%	41
EB Exclusive	3.3%	2
Jointly	28.3%	17
<i>answered question</i>		60
<i>skipped question</i>		1



General Registrar / Electoral Board Duties

Primary responsibility for local candidates who file locally, shared responsibility for reports required to be filed locally and with SBE.

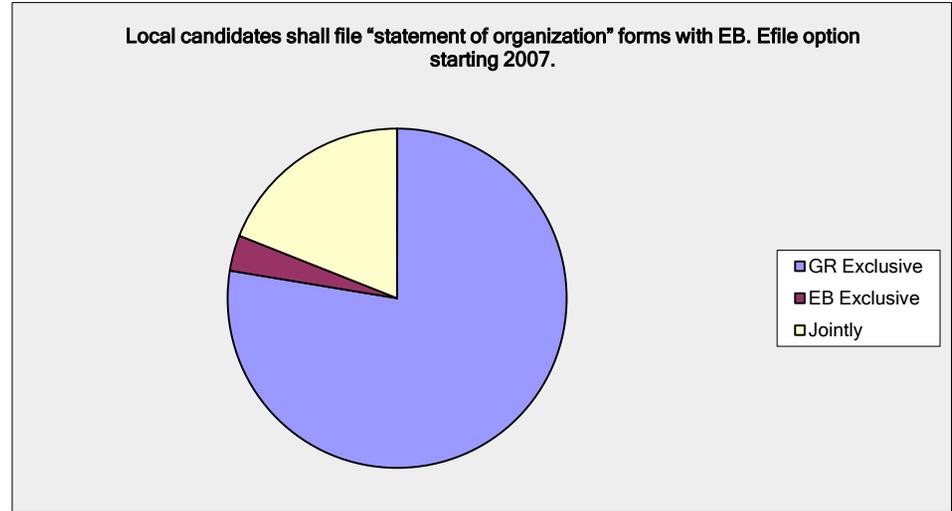
Answer Options	Response Percent	Response Count
GR Exclusive	84.5%	82
EB Exclusive	1.0%	1
Jointly	14.4%	14
<i>answered question</i>		97
<i>skipped question</i>		0



Electoral Board / General Registrar Duties

Local candidates shall file "statement of organization" forms with EB. Efile option starting 2007.

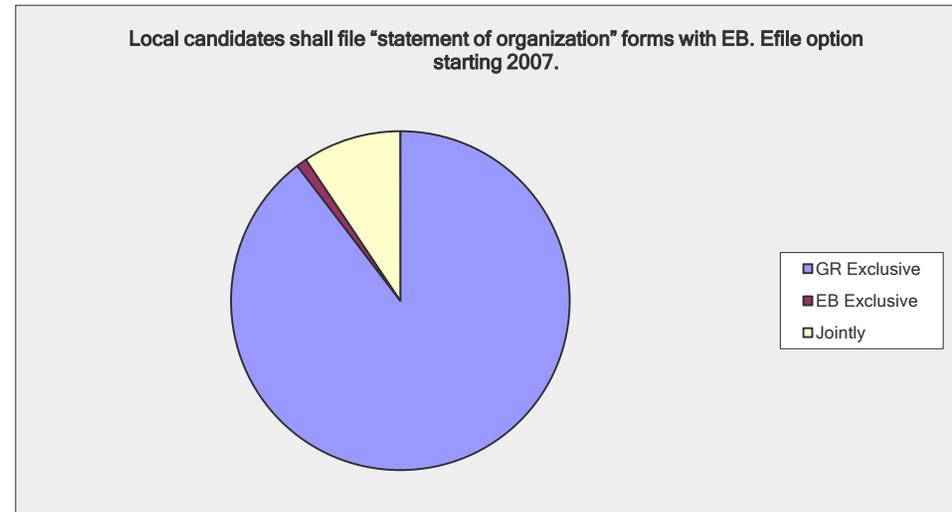
Answer Options	Response Percent	Response Count	
GR Exclusive	77.6%	45	
EB Exclusive	3.4%	2	
Jointly	19.0%	11	
<i>answered question</i>			58
<i>skipped question</i>			3



General Registrar / Electoral Board Duties

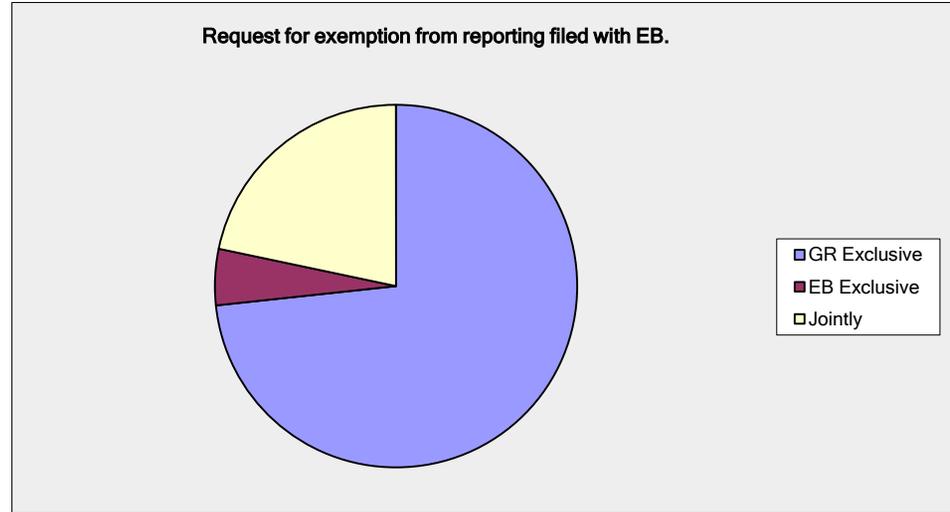
Local candidates shall file "statement of organization" forms with EB. Efile option starting 2007.

Answer Options	Response Percent	Response Count	
GR Exclusive	89.6%	86	
EB Exclusive	1.0%	1	
Jointly	9.4%	9	
<i>answered question</i>			96
<i>skipped question</i>			1



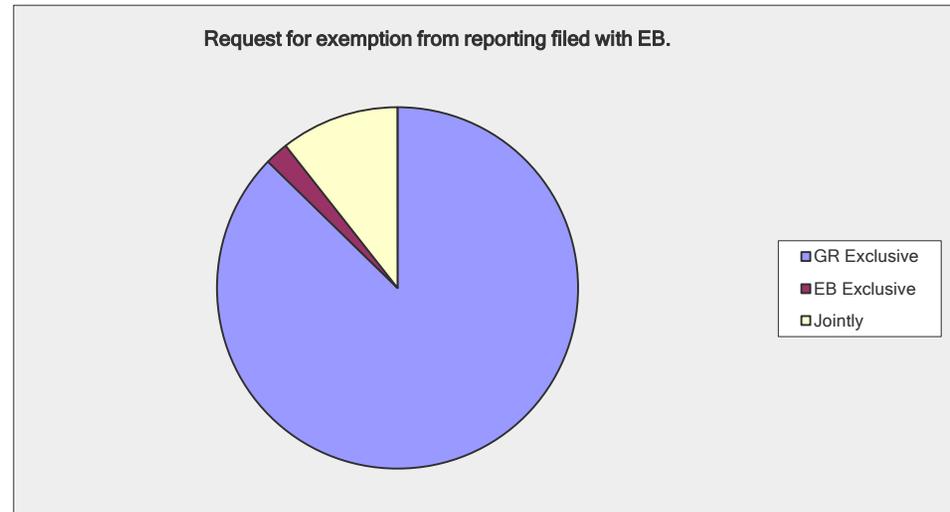
Electoral Board / General Registrar Duties

Request for exemption from reporting filed with EB.		
Answer Options	Response Percent	Response Count
GR Exclusive	73.3%	44
EB Exclusive	5.0%	3
Jointly	21.7%	13
<i>answered question</i>		60
<i>skipped question</i>		1



General Registrar / Electoral Board Duties

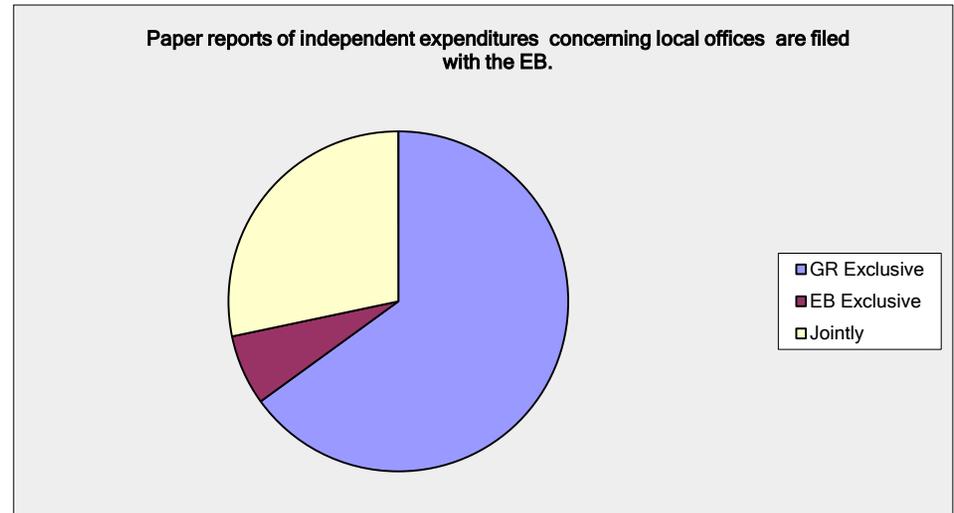
Request for exemption from reporting filed with EB.		
Answer Options	Response Percent	Response Count
GR Exclusive	87.2%	82
EB Exclusive	2.1%	2
Jointly	10.6%	10
<i>answered question</i>		94
<i>skipped question</i>		3



Electoral Board / General Registrar Duties

Paper reports of independent expenditures concerning local offices are filed with the EB.

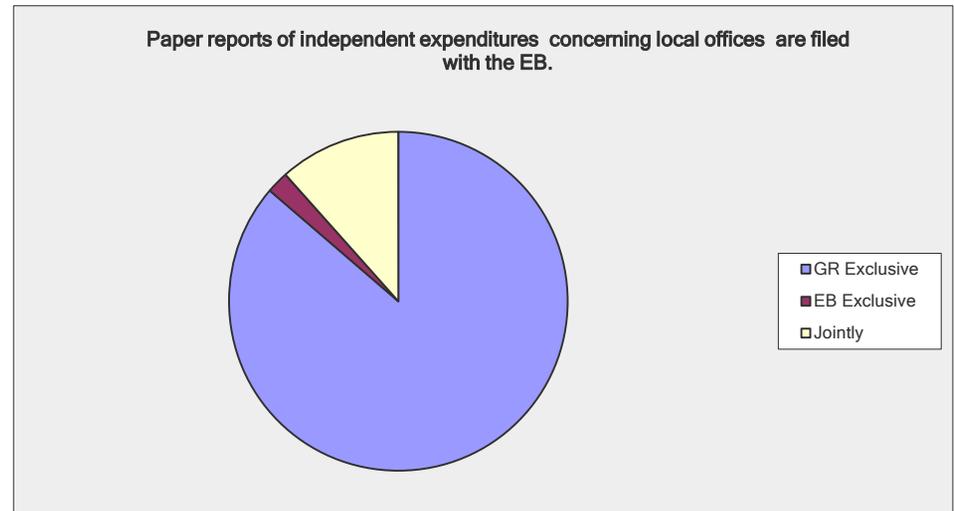
Answer Options	Response Percent	Response Count
GR Exclusive	65.0%	39
EB Exclusive	6.7%	4
Jointly	28.3%	17
<i>answered question</i>		60
<i>skipped question</i>		1



General Registrar / Electoral Board Duties

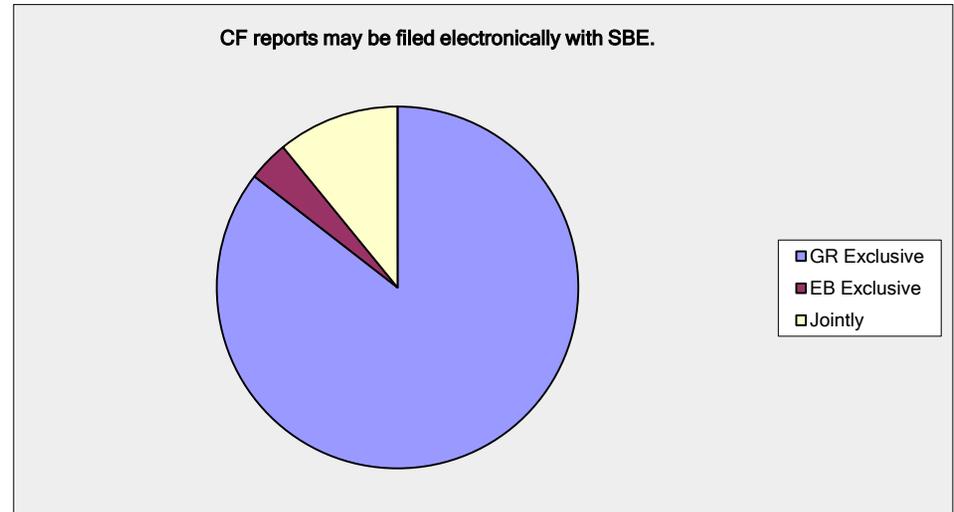
Paper reports of independent expenditures concerning local offices are filed with the

Answer Options	Response Percent	Response Count
GR Exclusive	86.3%	82
EB Exclusive	2.1%	2
Jointly	11.6%	11
<i>answered question</i>		95
<i>skipped question</i>		2



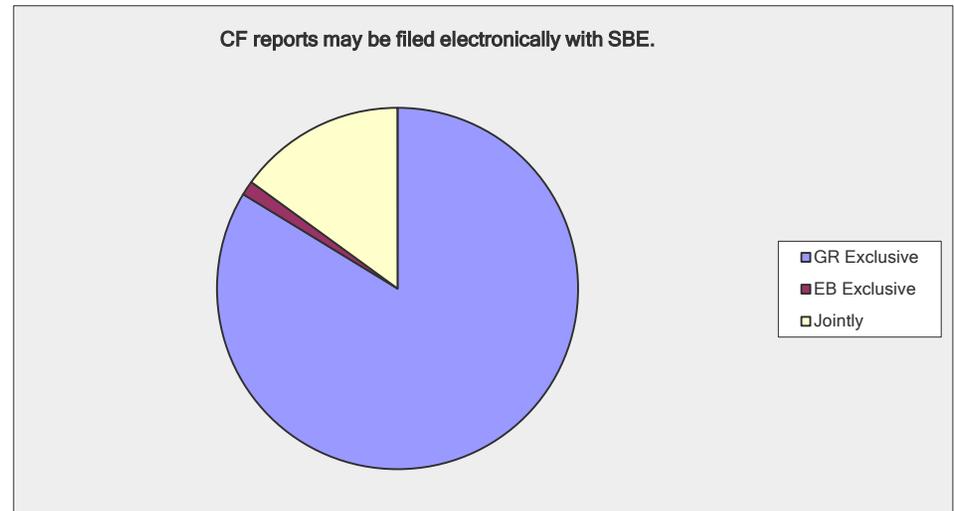
Electoral Board / General Registrar Duties

CF reports may be filed electronically with SBE.		
Answer Options	Response Percent	Response Count
GR Exclusive	85.5%	47
EB Exclusive	3.6%	2
Jointly	10.9%	6
<i>answered question</i>		55
<i>skipped question</i>		6



General Registrar / Electoral Board Duties

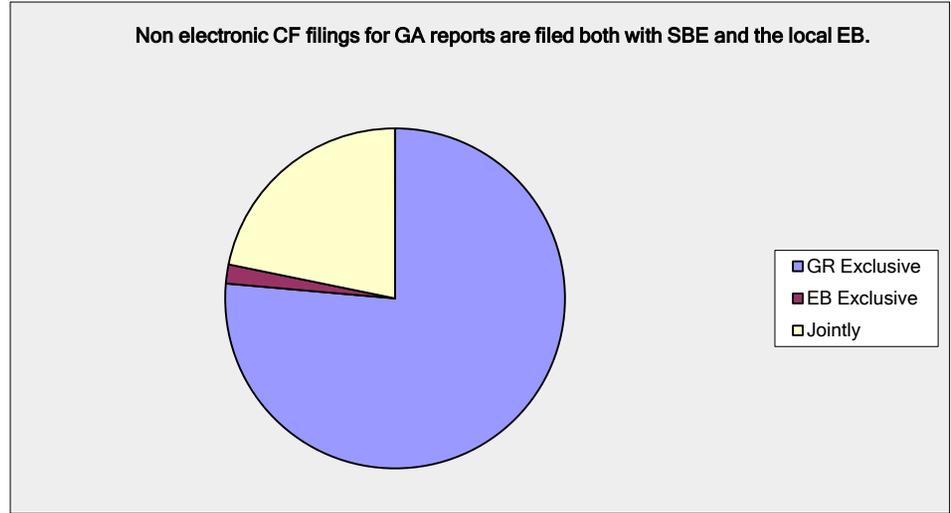
CF reports may be filed electronically with SBE.		
Answer Options	Response Percent	Response Count
GR Exclusive	83.8%	67
EB Exclusive	1.3%	1
Jointly	15.0%	12
<i>answered question</i>		80
<i>skipped question</i>		17



Electoral Board / General Registrar Duties

Non electronic CF filings for GA reports are filed both with SBE and the local EB.

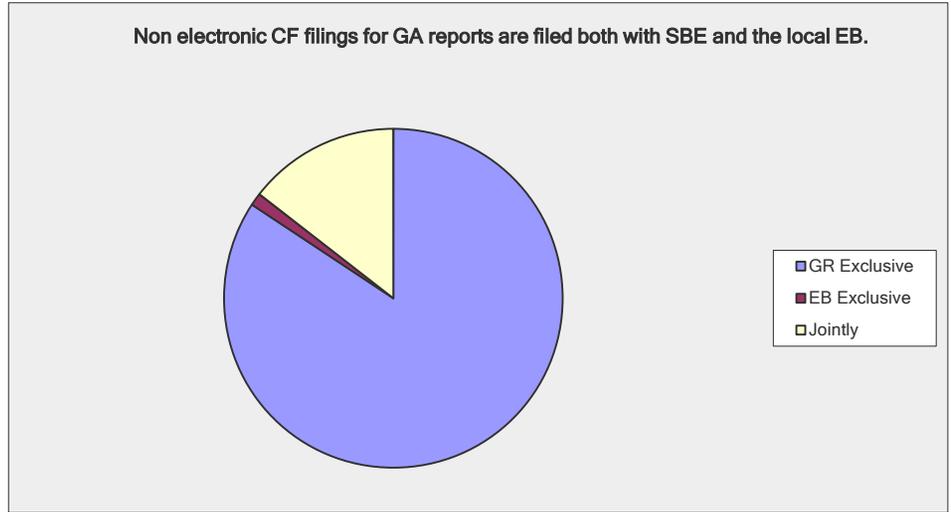
Answer Options	Response Percent	Response Count
GR Exclusive	76.4%	42
EB Exclusive	1.8%	1
Jointly	21.8%	12
<i>answered question</i>		55
<i>skipped question</i>		6



General Registrar / Electoral Board Duties

Non electronic CF filings for GA reports are filed both with SBE and the local EB.

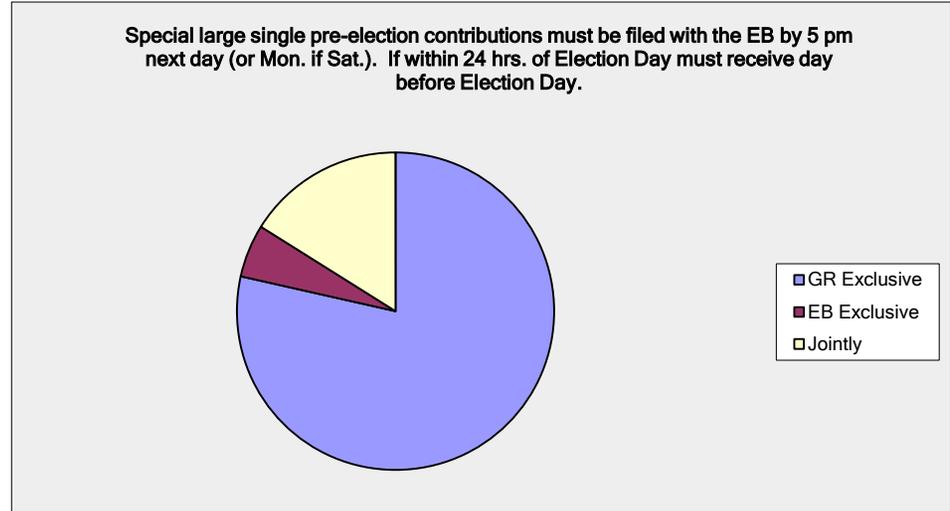
Answer Options	Response Percent	Response Count
GR Exclusive	84.3%	70
EB Exclusive	1.2%	1
Jointly	14.5%	12
<i>answered question</i>		83
<i>skipped question</i>		14



Electoral Board / General Registrar Duties

Special large single pre-election contributions must be filed with the EB by 5 pm next day (or Mon. if Sat.). If within 24 hrs. of Election Day must receive day before Election Day.

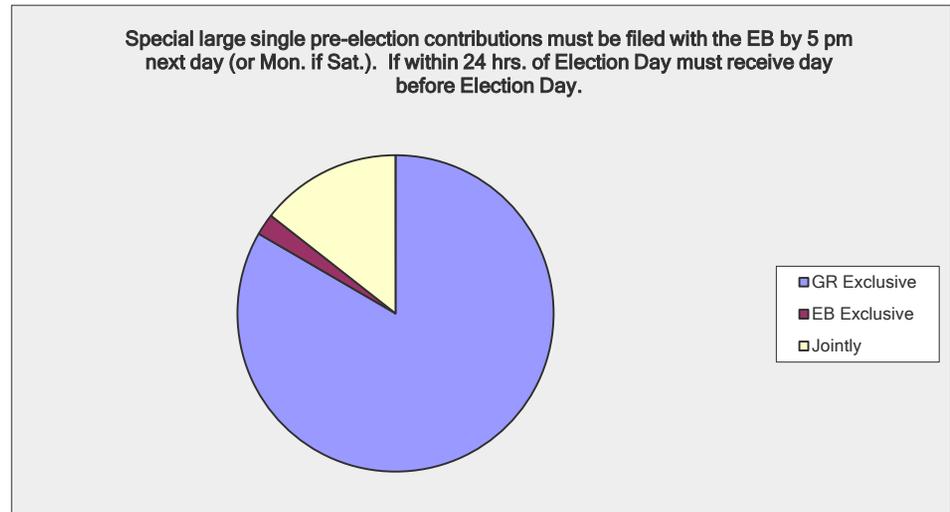
Answer Options	Response Percent	Response Count
GR Exclusive	78.6%	44
EB Exclusive	5.4%	3
Jointly	16.1%	9
<i>answered question</i>		56
<i>skipped question</i>		5



General Registrar / Electoral Board Duties

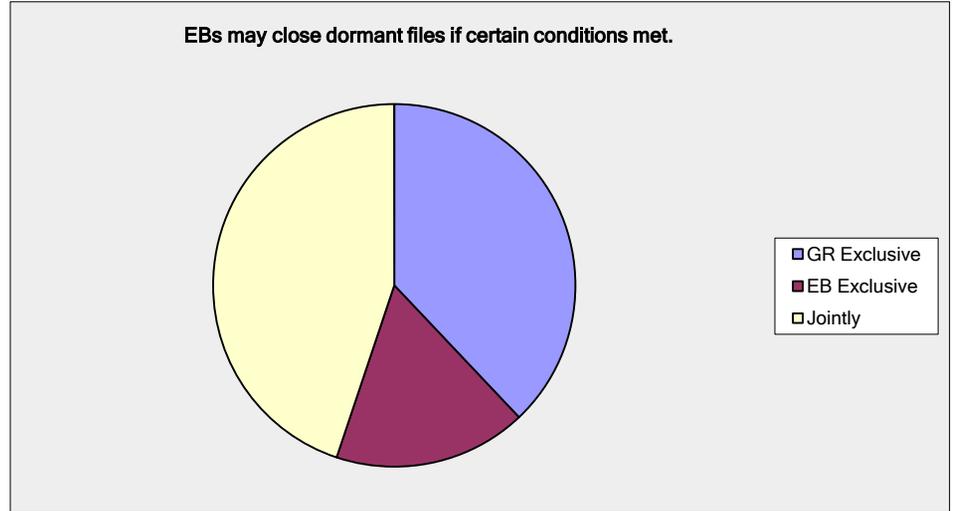
Special large single pre-election contributions must be filed with the EB by 5 pm next day

Answer Options	Response Percent	Response Count
GR Exclusive	83.3%	75
EB Exclusive	2.2%	2
Jointly	14.4%	13
<i>answered question</i>		90
<i>skipped question</i>		7



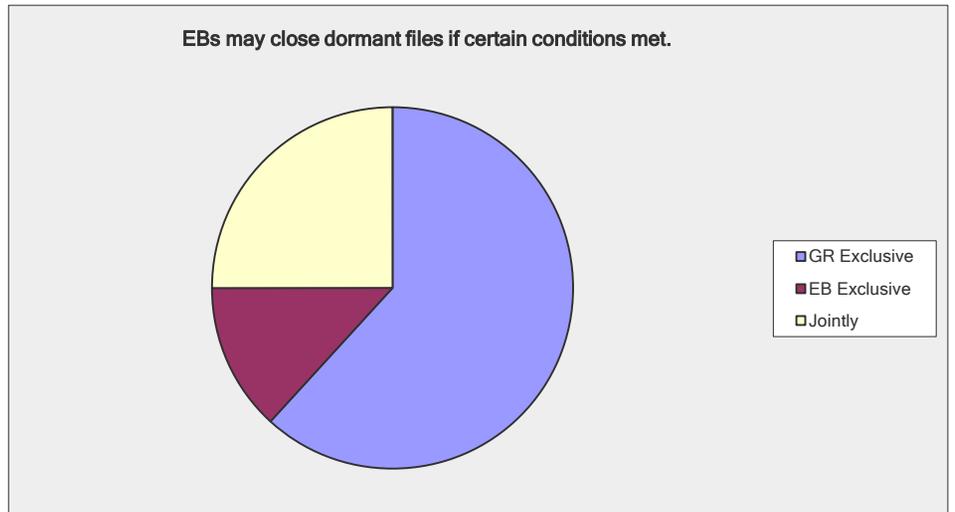
Electoral Board / General Registrar Duties

EBs may close dormant files if certain conditions met.		
Answer Options	Response Percent	Response Count
GR Exclusive	37.9%	22
EB Exclusive	17.2%	10
Jointly	44.8%	26
<i>answered question</i>		58
<i>skipped question</i>		3



General Registrar / Electoral Board Duties

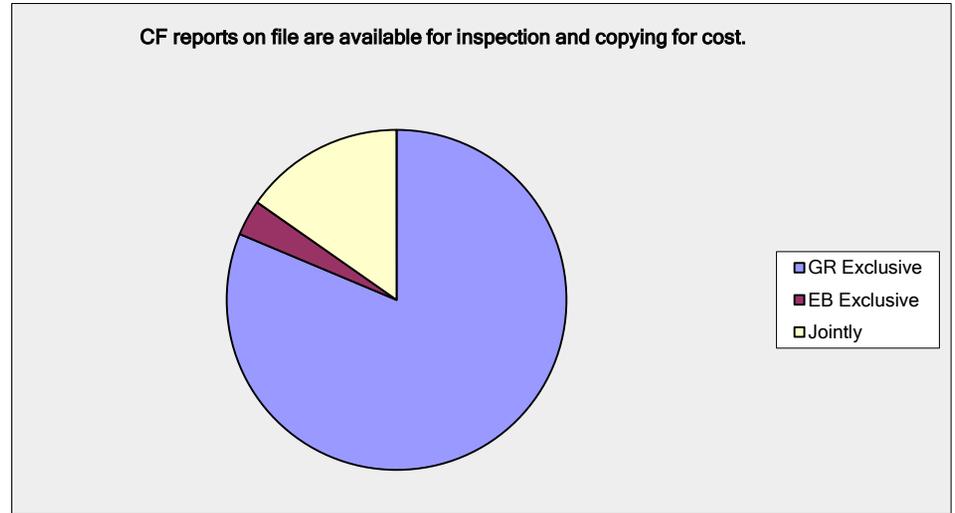
EBs may close dormant files if certain conditions met.		
Answer Options	Response Percent	Response Count
GR Exclusive	61.8%	42
EB Exclusive	13.2%	9
Jointly	25.0%	17
<i>answered question</i>		68
<i>skipped question</i>		29



Electoral Board / General Registrar Duties

CF reports on file are available for inspection and copying for cost.

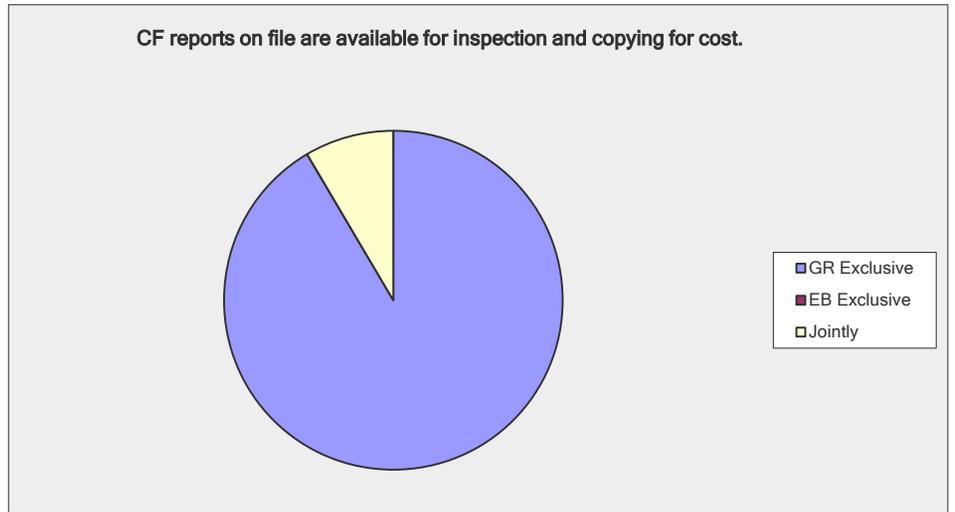
Answer Options	Response Percent	Response Count
GR Exclusive	81.4%	48
EB Exclusive	3.4%	2
Jointly	15.3%	9
<i>answered question</i>		59
<i>skipped question</i>		2



General Registrar / Electoral Board Duties

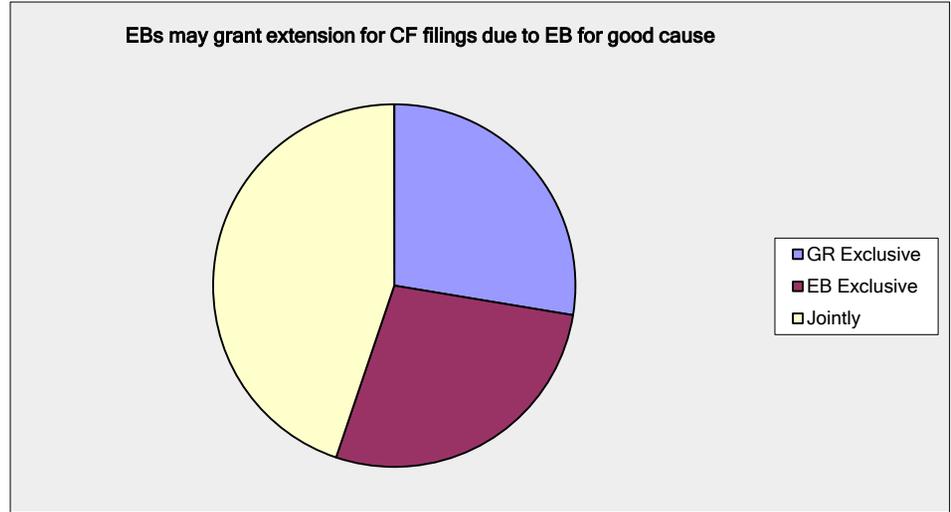
CF reports on file are available for inspection and copying for cost.

Answer Options	Response Percent	Response Count
GR Exclusive	91.5%	86
EB Exclusive	0.0%	0
Jointly	8.5%	8
<i>answered question</i>		94
<i>skipped question</i>		3



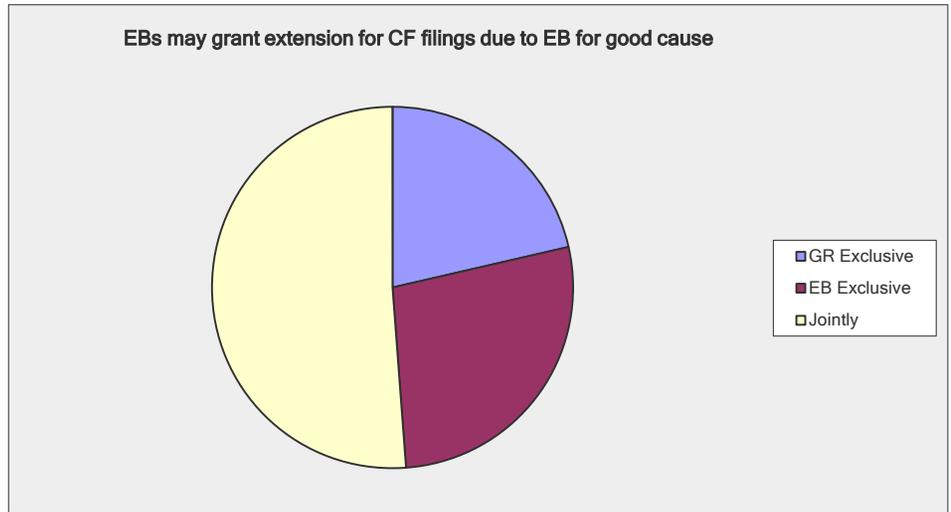
Electoral Board / General Registrar Duties

EBs may grant extension for CF filings due to EB for good cause		
Answer Options	Response Percent	Response Count
GR Exclusive	27.6%	16
EB Exclusive	27.6%	16
Jointly	44.8%	26
<i>answered question</i>		58
<i>skipped question</i>		3



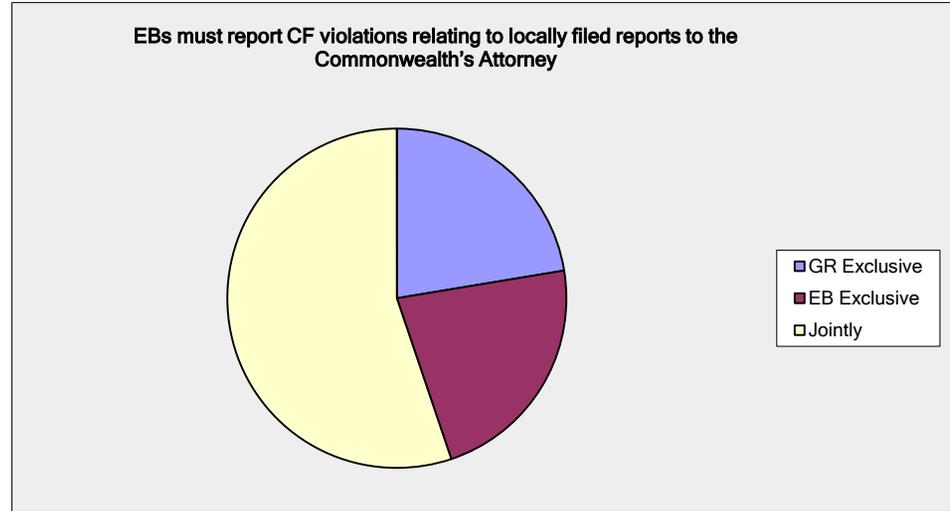
General Registrar / Electoral Board Duties

EBs may grant extension for CF filings due to EB for good cause		
Answer Options	Response Percent	Response Count
GR Exclusive	21.4%	18
EB Exclusive	27.4%	23
Jointly	51.2%	43
<i>answered question</i>		84
<i>skipped question</i>		13



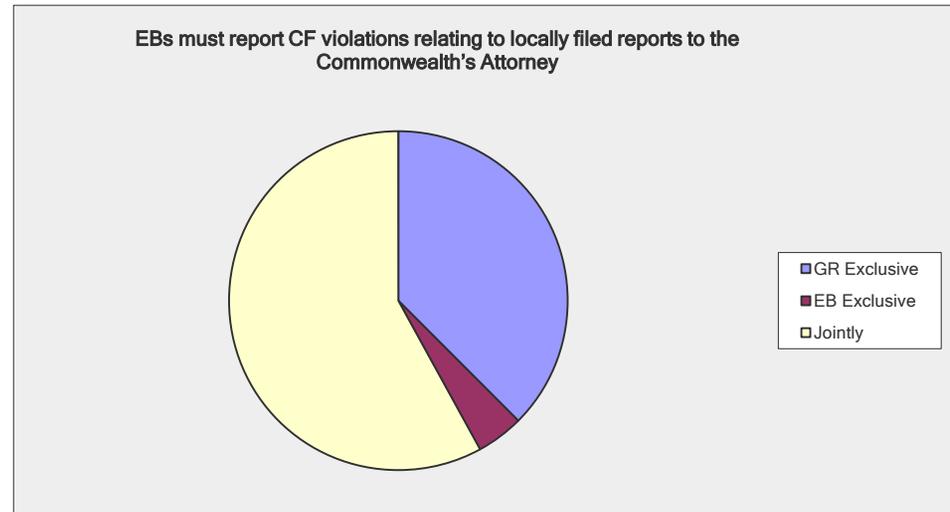
Electoral Board / General Registrar Duties

EBs must report CF violations relating to locally filed reports to the Commonwealth's Attorney		
Answer Options	Response Percent	Response Count
GR Exclusive	22.4%	13
EB Exclusive	22.4%	13
Jointly	55.2%	32
<i>answered question</i>		58
<i>skipped question</i>		3



General Registrar / Electoral Board Duties

EBs must report CF violations relating to locally filed reports to the Commonwealth's Attorney		
Answer Options	Response Percent	Response Count
GR Exclusive	37.5%	33
EB Exclusive	4.5%	4
Jointly	58.0%	51
<i>answered question</i>		88
<i>skipped question</i>		9

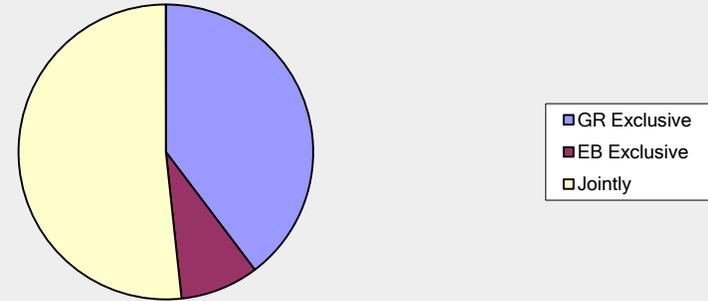


Electoral Board / General Registrar Duties

EB shall receive, catalog and review CF reports to verify that they are complete and filed timely. Notify the person within 21 days of report due date that information is incomplete

Answer Options	Response Percent	Response Count
GR Exclusive	39.7%	23
EB Exclusive	8.6%	5
Jointly	51.7%	30
<i>answered question</i>		58
<i>skipped question</i>		3

EB shall receive, catalog and review CF reports to verify that they are complete and filed timely. Notify the person within 21 days of report due date that information is incomplete or inaccurate. EB Secretary per SBE instructions

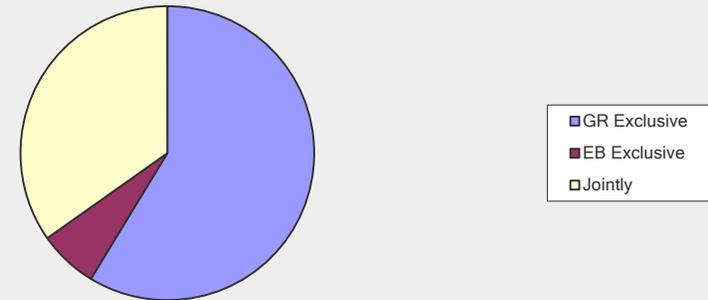


General Registrar / Electoral Board Duties

EB shall receive, catalog and review CF reports to verify that they are complete and filed

Answer Options	Response Percent	Response Count
GR Exclusive	58.7%	54
EB Exclusive	6.5%	6
Jointly	34.8%	32
<i>answered question</i>		92
<i>skipped question</i>		5

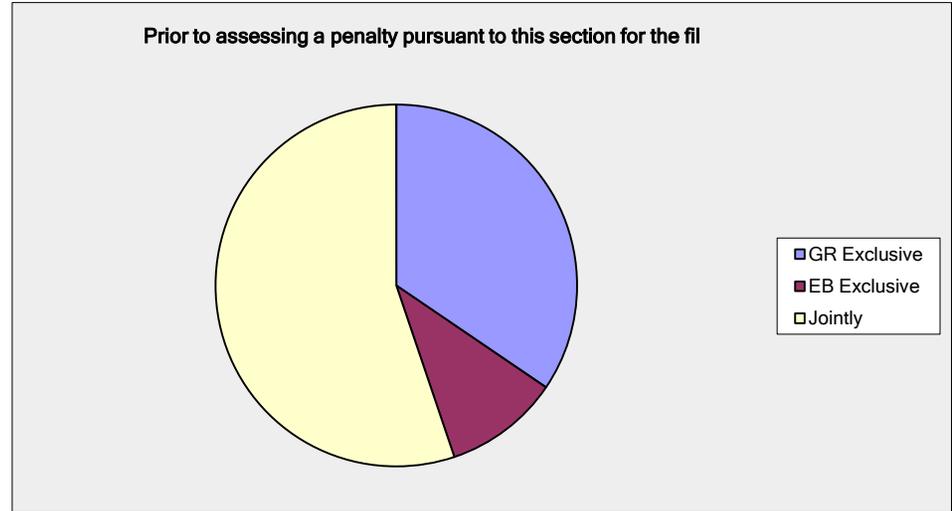
EB shall receive, catalog and review CF reports to verify that they are complete and filed timely. Notify the person within 21 days of report due date that information is incomplete or inaccurate. EB Secretary per SBE instructions



Electoral Board / General Registrar Duties

Prior to assessing a penalty pursuant to this section for the filing of an incomplete report, the Secretary of the State Board or the general registrar or secretary of the local

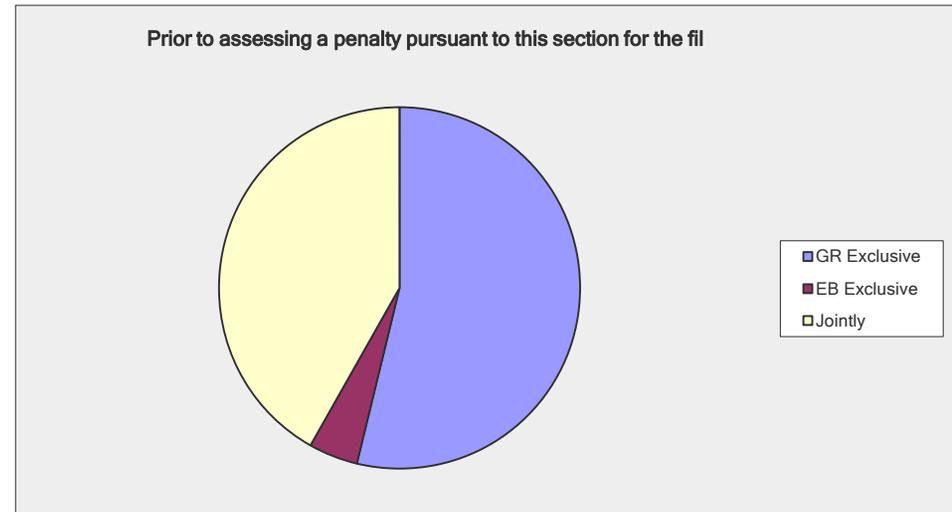
Answer Options	Response Percent	Response Count
GR Exclusive	34.5%	20
EB Exclusive	10.3%	6
Jointly	55.2%	32
<i>answered question</i>		58
<i>skipped question</i>		3



General Registrar / Electoral Board Duties

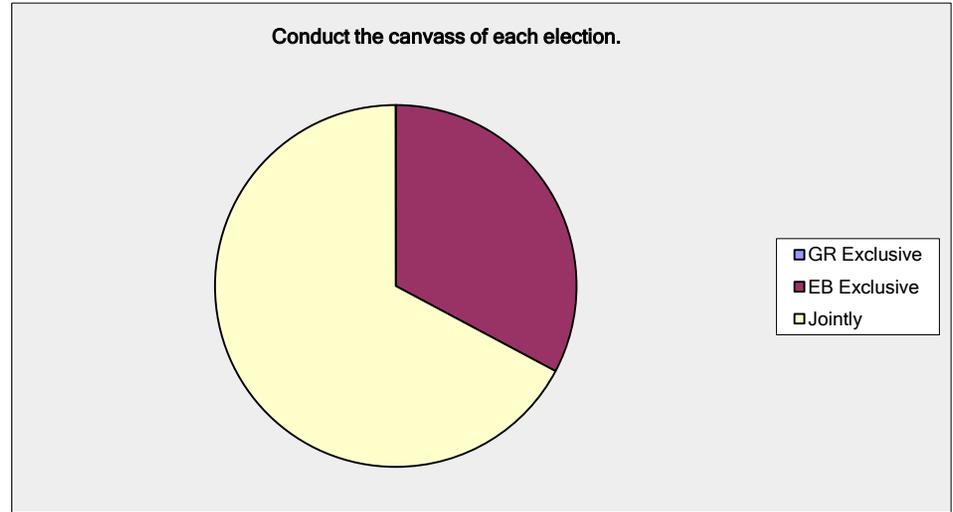
Prior to assessing a penalty pursuant to this section for the filing of an incomplete report,

Answer Options	Response Percent	Response Count
GR Exclusive	53.8%	49
EB Exclusive	4.4%	4
Jointly	41.8%	38
<i>answered question</i>		91
<i>skipped question</i>		6



Electoral Board / General Registrar Duties

Conduct the canvass of each election.		
Answer Options	Response Percent	Response Count
GR Exclusive	0.0%	0
EB Exclusive	32.8%	20
Jointly	67.2%	41
<i>answered question</i>		61
<i>skipped question</i>		0



General Registrar / Electoral Board Duties

Conduct the canvass of each election.		
Answer Options	Response Percent	Response Count
GR Exclusive	0.0%	0
EB Exclusive	24.7%	24
Jointly	75.3%	73
<i>answered question</i>		97
<i>skipped question</i>		0

