



## **Election Observer Guidelines**

The Election Observer Guidelines cover general observation activities in the Registrar of Voters' Office as well as pre-election preparation, Election Day operations, ballot processing, central tabulation, and canvass. Additional guidelines may be in effect for other specific events, such as recounts. Violation of these Guidelines may result in an observer being asked to leave the work area for the remainder of the day.

### **General Rules for Observers**

- The Registrar of Voters' ("ROV") personnel will issue a badge to observers, which they must wear while in the ROV. Observers must return their badges each day before leaving the ROV.
- The ROV will accommodate requests for observation and requests to enter and leave subject to the availability of ROV personnel.
- To avoid disruption of election processes, observers should maintain a professional manner while observing the election process, and keep conversations to a minimum and at the lowest possible volume.
- So that the ROV can allocate resources appropriately, whenever possible, persons or groups wishing to observe should contact our office at least 24 hours in advance. To avoid disruption of the election process, the Registrar of Voters may limit the number of observers.
- Use of cameras to photograph or record video is prohibited unless specific prior approval has been granted by the Registrar of Voters. Approval may be granted subject to the judgment of ROV management that doing so will not impede any work processes, jeopardize the confidentiality of voter information, or jeopardize the security and safety of the process. Approval will generally be granted only for a limited duration of time and be restricted to wide-shot angles that do not closely focus on individual ballots, election materials, or work stations.
- To protect the security of election systems and preserve the confidentiality of voter information, all other use of electronic devices (including but not limited to computers, tablets, cell phones, radios, and audio recorders) by observers is prohibited.
- The Office of the Registrar of Voters is strictly non-partisan. Please avoid partisan comments and discussions while in the Department.
- Observers may not communicate with voters (within 100 feet of the entrance to a Vote Center) regarding the casting of a vote, or speak to a voter regarding his or her qualifications to vote.
- Observers may not physically handle any voting materials, including paper ballots, electronic ballot cartridges, or ballot containers or equipment.
- Observers may not enter secured or restricted areas of the ROV unless accompanied by authorized ROV personnel.
- ROV personnel will oversee all observations.
- Observers may not disrupt the working environment of the ROV personnel.

- Observers may not interfere, in the judgment of the elections official, with the conduct of the election.
- Observers may not sit at the official worktables and/or rearrange tables or chairs.
- Observers may not make physical contact with election personnel and must follow ROV staff instructions regarding physical distance from election personnel.
- Observers may not eat or drink in the ROV.
- If an observer makes a challenge he or she may ask the staff to stop processing. The observer must then address his/her challenge to the manager, supervisor, or lead.
- Observers may not talk directly with staff performing work but must instead direct all questions regarding the election processes to a manager, supervisor, lead, or other designated personnel.
- Observers may not prevent other observers from observing a process or materials.
- Observers may not display any election material or wear campaign badges, buttons or apparel.
- Observers may not wear the uniform of a peace officer, a private guard, or security personnel.