

## Multnomah County, Oregon Election Observer Procedures

We believe voter confidence in elections comes from making the process as transparent as possible. We also realize that we must assure that sensitive materials (e.g. confidential information on voter registrations) and ballots must be safeguarded against any opportunity for mischief. An orderly procedure for the election is paramount. As a result, we have developed the following as a balance between the need for observation and the need to conduct the election.

- The Director of Elections will permit authorized persons to be at the Multnomah County Elections Office to watch the receiving and counting of votes.
- An observer must provide a written authorization signed by an officer of a political party, a candidate or the Director of Elections. (ORS 254.482)
- We will provide each observer with a set of Observer Agreements and Rules of Conduct that must be signed by the person observing.
- Observers will be escorted throughout the Election Office so that they may see all steps of the process. The regular areas of observation will include:
  1. ballot receipt and sorting (envelope sorter) (Blue Room)
  2. signature verification (Purple Room)
  3. signature verification observation area (Mocha Room)
  4. opening ballots (Basement)
  5. counting ballots (Red Room)
  6. areas where voters are obtaining replacement ballots (Front Counter)
  7. ballot staging for opening (Green Room)
  8. phone banks for answering questions from the public (Second Floor)
- While many observers will only want a tour of the processes, some areas may be of greater interest and the observer may wish to watch for a longer period of time. We will have designated areas for that purpose for items 1-5 above. In order to accommodate all requests for observation and because some areas have limited space, we may institute a time limit so that other persons who are waiting will also have the ability to observe.
- At no time will an observer be allowed to interact with ballots or other materials. Likewise, observers will not be allowed to interfere with movement of materials or staff. However, there will always be someone designated to help the observer or answer questions. Observer Monitors are available to answer questions or, if they are unable to do so themselves, find appropriate staff to answer questions.