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**REBECCA SPENCER**  
Registrar of Voters



**ART TINOCO**  
Assistant Registrar of Voters

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**REGISTRAR OF VOTERS**  
COUNTY OF RIVERSIDE

**Election Observer Panel Plan**  
(Consolidated Presidential General Election – November 3, 2020)

**I. County and System Information**

1. Name of County: Riverside County
2. Name of Contact: Rebecca Spencer
3. Contact's Phone: (951) 486-7330
4. Vendor and Voting Systems Used by County: Dominion Democracy Suite 5.10
5. Date: 10/23/20

**II. Purpose**

The purpose of an Election Observer Panel is to:

1. Provide the public with the opportunity to observe and make suggestions on ways to improve the election process.
2. Help ensure the integrity of the election process.
3. Remove some of the mystery associated with the election process in an effort to build voter confidence and encourage more people to take part.

**III. Invite**

Between E-60 and E-30, prepare letters of invitation to the following:

1. County Grand Jury
2. Political Party Central Committee Members
3. Advocacy Groups
4. League of Women Voters

At the discretion of the Registrar of Voters, other groups or individuals expressing an interest in observing Election Day activities will be considered for appointment.

**IV. Appointment Letters (for introduction to precinct workers)**

Election Observer Panelists will be given letters of introduction for presentation to precinct board members at a polling site.

## **V. General Rules for Observers**

COVID-19 specific rules:

- All observers must wear face coverings.
- Observers must maintain physical distancing of six feet and may be asked to remain in a designated area.
- Observers can be asked to take other safety measures such as hand hygiene, cough etiquette and general respect for cleanliness and sanitation.
- Observation is primarily an audio-visual activity, and video, particularly if supplemented by audio, may be an appropriate substitute in some situations for physical attendance during election processes in light of COVID-19.

Observers are responsible for:

- Checking in at each site, whether polling place or central counting site.
- Wearing an identification badge.
- Maintaining a professional manner while observing the election process.
- Ensuring they do not interfere with the election process.
- Following established county observation rules/policies.
- Being courteous to poll workers and election officials. Speak to them only when it is convenient and does not interfere with the conduct of the election.

Observers may:

- Observe the proceedings at the polls, including the opening and closing procedures.
- Obtain information from the precinct index that is posted near the entrance.
- Make notes and watch election procedures.
- View election-related activities at the central counting site on Election Day.
- View the canvass of the vote activities following the election.
- View vote-by-mail and provisional ballot processing.
- Ask questions of poll workers or voters at the polls as long as they do not interfere with the conduct of any part of the voting process.
- Ask questions of supervisors at the central counting site as long as they do not interfere with the conduct of the election procedures.

Observers may not:

- Interfere, in the judgment of the elections official, with the conduct of the election.
- Physically handle any voting materials or equipment without the express permission of the elections official.
- Move or rearrange tables, chairs, or voting booths at the polling place or central counting facility

- Sit at the official worktables or view confidential voter information on any computer terminal or document.
- Communicate with voters within 100 feet of the entrance to, or inside of, a polling place, a vote center, an elections official's office, or a satellite location, regarding the casting of a vote, or speak to a voter regarding his or her qualifications to vote.
- Display any election material or wear campaign badges, buttons or apparel.
- Wear the uniform of a peace officer, a private guard, or security personnel.
- Use cellular phones, pagers, or two-way radios inside the polling place and/or within 100 feet of the entrance to the polling place.
- Use the telephones, computers or other polling place facilities at polling places or the central counting site.
- Talk to or attempt to stop the central counting site workers while they are processing ballots.
- Make physical contact with election personnel.
- Eat or drink in the polls or the central counting site.
- Assist in operations at any polling place or the central counting site.
- Prevent other observers from observing materials or a process.
- Enter secure areas without the express permission of the elections official.

#### Observers at Tabulation Location:

- Well-designed video programs may provide a sufficient alternative, or way to supplement in-person observation by a small number of observers.
- If a video is not feasible, make allowances for the space and personal disinfection needs of the observers as you build out these work areas.
- Given that vote-by-mail ballots will make up a greater percentage of the results than in past years, anticipate and plan for a greater number of requests to observe the mail process, whether by video or in-person.

#### Observers at Voting Locations:

- Provide poll workers detailed guidance ahead of time on how they should manage observers at their site.
- Assess how many observers can be safely accommodated at each site.
- Prepare and provide simple messages for poll workers to use if more observers seek entry than permitted or refuse to comply with health guidelines.

## **VI. Mechanism for Feedback**

Consider providing observers with a checklist and/or questionnaire to be completed and returned to you. In addition to any checklist and/or questionnaire you provide, you may wish to include questions for observers to provide you information about the following items related to the COVID-19 pandemic:

- Workstations, voting stations and machines, check-in stations, and other stopping places are setup at least six feet apart.
- Line management procedures are in place to ensure six feet distancing between each voter.
- In areas in which physical distance cannot be maintained, physical barriers have been implemented.
- Visual cues (e.g. signs or floor markings) are present to remind voters and workers of the physical distancing and face mask requirements.
- Hand sanitizer and disposable face coverings are available at the check-in station.
- A dedicated worker is stationed at the point of entry to communicate safety procedures and direct voters to check-in stations.
- There are separate entry and exit points and that foot traffic is one-directional.
- Poll workers are regularly cleaning and disinfecting personal work areas and shared spaces.
- Poll workers are disinfecting pens and machines after each use.
- There is a separate voting station setup for voters who refuse to wear face coverings.

Operations will continue as scheduled whether or not an observer is present. Observers who do not adhere to the general rules provided by the Riverside County Registrar of Voters will be relieved from their duties on the Election Observer Panel.