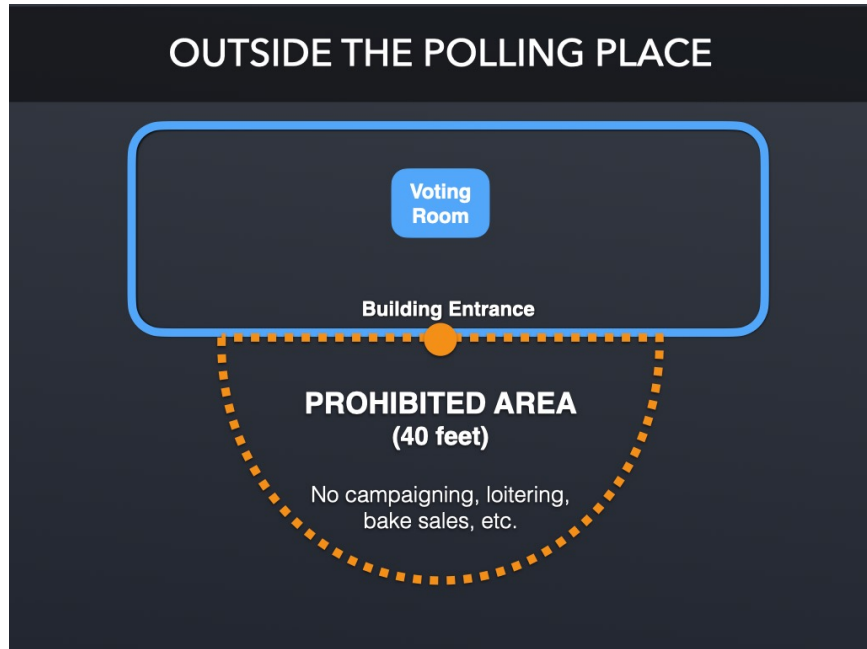


POLLWATCHER BASICS REVIEW



Outside the Satellite or Precinct

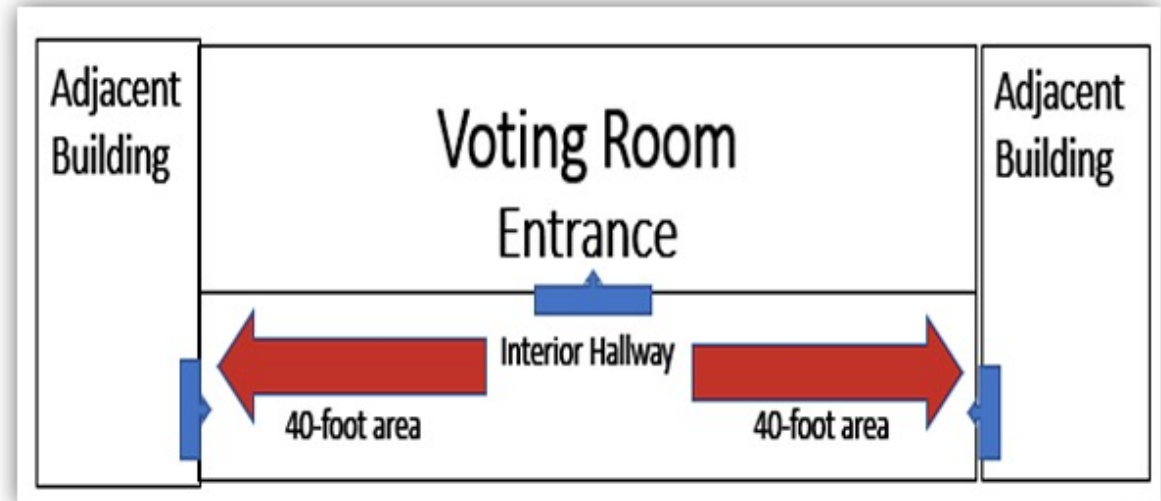


No Campaigning or distribution of campaign materials within 40 feet of the Satellite or precinct entrance.

There will be Republicans greeters handing out sample ballots and engaging with voters outside the polling place.

The 40' mark may be INSIDE the building, e.g., at the Greenspring precinct.

Interior 40-foot marking for precincts with exception – Example



Satellite and Precinct Staff

CHIEF & ASSISTANT CHIEF
WORK TOGETHER AS A TEAM TO
MANAGE THE PRECINCT

ELECTION OFFICERS
HELP VOTERS WITH CHECK-IN AND
DIRECT VOTERS TO MARK & CAST BALLOTS

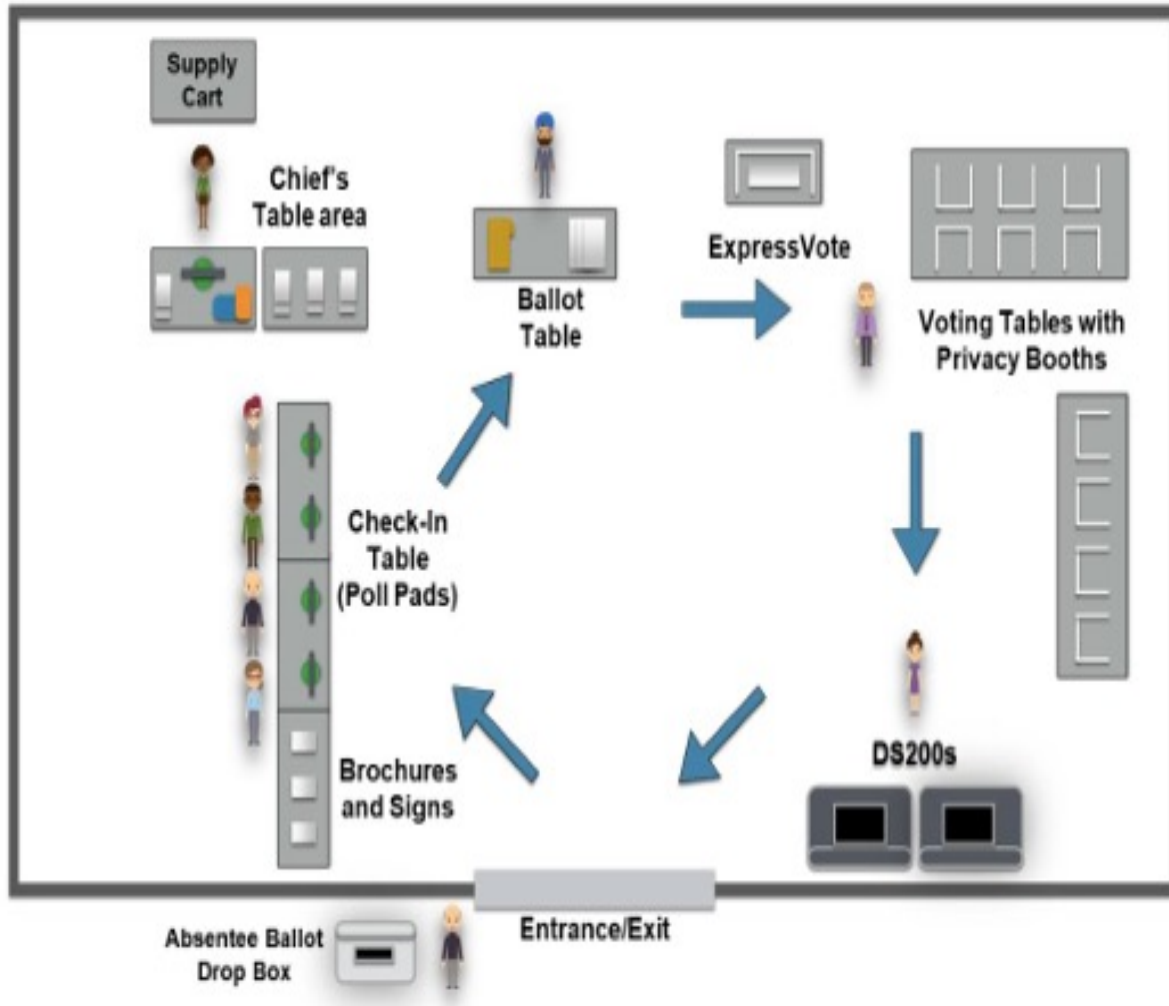
HIGH SCHOOL PAGES
ONLY SERVE IN NOVEMBER ELECTIONS;
MAY NOT OPERATE VOTING EQUIPMENT

The infographic is divided into three horizontal sections. The top section features two cartoon characters: a woman with dark curly hair in a green top and a man with a blue turban and beard in a grey suit. The middle section features five diverse cartoon characters of various ages and ethnicities. The bottom section features two cartoon characters: a man in a purple shirt and a woman with red curly hair in a green top.

Poll Watchers are allowed in the Precinct before, during, and after the polls are open.

Election Officer Rovers and equipment Technicians may also be in a polling place.

Sample Voter Room Layout



Poll Watchers may sit or stand near the Check-in Table to observe the voter check-in process but may not be able to see the Poll Pads directly due to Protected Personal Information (PPI) being exposed.

Note the Absentee Ballot Drop Box on the lower right. In 2023 this will usually be placed *inside* the polling place when there is room and may be monitored by the EO Greeter. If placed outside, the Drop Box must be manned by a dedicated EO.

Note: The ExpressVote machines will be available for handicapped voters upon request.

There will be a telephone at the chief's table or on the Poll Pad Table to receive calls to request curbside voting.

Overview of Equipment

POLL PAD
ELECTRONIC POLLBOOK USED FOR VOTER LOOKUP & CHECK-IN

EXPRESSVOTE
ADA-COMPLIANT BALLOT MARKING DEVICE

DS200 DIGITAL SCANNER
BALLOT VOTING DEVICE

Printer for Ballot on Demand printing at check-in during Early Voting



Poll Pad, the electronic register or poll book of all Fairfax registered voters. It is used to find the voter in the registration database and “check-in” voters.

ExpressVote is an ADA-compliant ballot marking device for handicapped and foreign language voters. The voter makes his choices on a touch screen and his ballot is printed. The voter then takes the printed ballot and enters it into the DS200 scanner.

Administrative iPad tablet for logging all provisional ballots and entering admin data.



The **DS200 Scanner** scans and tabulates all ballots and stores all the images on two thumb drives.

DS200 Scanner



Top lid and Ballot compartment box will both have zip ties with seal #s.

Authorized Representative Letter

- After your training, you will be emailed a personalized copy of the Fairfax County Authorized Representative Letter, along with a copy of the print report form and the Pocket Guide. The Pocket Guide and Report form will be specific and unique to either Early Voting or Election Day.
 - **Note:** Again, this year we are asking all Poll Watchers to agree to a Code of Conduct as part of the shift sign-up process. This Code of Conduct will be shown as part of the messaging when you sign up for a shift in Argenta, the shift scheduling system.
- You must submit this letter *each time you work as a Poll Watcher* – at a Satellite or Precinct, at the CAP, or during Canvassing.
- If you come and go during the day, or if you work as a Poll Watcher over multiple days/sites during the early voting period, you will need a copy of your Letter of Authorization for *each time* you work.
- If you lose your authorization letter, email pollwatchers@fairfaxgop.org or call **703-397-8129** and we'll email you another pdf copy.
- **Note:** the November 7th date is not specific to Election Day alone but to the entire 2023 voting season and all election activities related to it – e.g., CAP processing, canvassing.


4246 Chain Bridge Road
Fairfax, VA 22030-4214

WWW.FAIRFAXGOP.ORG
(703) 766-4467
info@FairfaxGOP.org

AUTHORIZED REPRESENTATIVE DESIGNATION

_____ is a qualified voter of the Commonwealth and is hereby designated as an authorized representative for the November 7, 2023 General Election.


Steven M. Knotts, Chairman

§ 24.2-604.4. Polling places; authorized representatives of party or candidate; prohibited activities.
(See also § 24.2-633, § 24.2-639, § 24.2-655, ELECT Guidance 9-10-2021, ELECT Advisory 10-6-2021)

- The officers of election shall permit one authorized representative of each political party or independent candidate in a general or special election, or one authorized representative of each candidate in a primary election, to remain in the room in which the election is being conducted at all times. A representative may serve part of the day and be replaced by successive representatives. The officers of election shall have discretion to permit up to three authorized representatives of each political party or independent candidate in a primary election, to remain in the room in which the election is being conducted. The officers shall permit one such representative for each pollbook station. However, no more than one such representative for each pollbook station or three representatives of any political party or independent candidate, whichever number is larger, shall be permitted in the room at any one time.
- Each authorized representative shall be a qualified voter of any jurisdiction of the Commonwealth. No candidate whose name is printed on the ballot shall serve as a representative of a party or candidate for purposes of this section.

Each representative shall present to the officers of election a written statement designating him to be a representative of the party or candidate that is signed by the county or city chairman of his political party, the independent candidate, or the primary candidate, as appropriate. If the county or city chairman is unavailable to sign such a written designation, such a designation may be made by the state or district chairman of the political party. However, no written designation made by a state or district chairman shall take precedence over a written designation made by the county or city chairman. Such statement, bearing the chairman's or candidate's original signature, may be photocopied, and such photocopy shall be as valid as if the copy had been signed.
- Authorized representatives shall be allowed, whether in a regular polling place or central voter precinct, to be close enough to the voter check-in table to be able to hear and see what is occurring; however, such observation shall not violate the secret vote provision of Article II, Section 3 of the Constitution of Virginia or otherwise interfere with the orderly process of the election. Any representative who complains to the chief officer of election that he is unable to hear or see the process may accept the chief officer's decision, or if dissatisfied, he may immediately appeal the decision to the local electoral board or general registrar.
- Authorized representatives shall be allowed, whether in a regular polling place or central absentee voter precinct, to use a handheld wireless communications device but shall not be allowed to use such a device to capture a digital image inside the polling place or central absentee voter precinct. The officers of election may prohibit the use of cellular telephones or other handheld wireless communications devices if such use will result in a violation of subsection A or C of §24.2-604 or §24.2-607.
- Authorized representatives shall not be allowed in any case to provide assistance to any voter as permitted under §24.2-549 or to wear any indication that they are authorized to assist voters either inside or the polling place or within 40 feet of any entrance to the polling place.
- The officers of election may require any person who is found by a majority of the officers present to be in violation of this section to remain outside of the prohibited area.

AUTHORIZED BY THE FAIRFAX COUNTY REPUBLICAN COMMITTEE

Authorized Representative Code of Conduct

As an Authorized Representative, I affirm that I am registered to vote in Virginia. I will be courteous with the public, election officials, election officers and all volunteers, regardless of political affiliation or any other personal attribute. I will comply with Virginia laws including all laws listed on the Authorized Representative authorization form. If I observe non-compliance with election laws and required election processes, I will first communicate with the polling place Chief, and then as available with the Fairfax County Office of Elections, the Fairfax County Electoral Board, or the legal resources provided by the Republican Party of Virginia. I will contact legal authorities to report incidents of harassment or intimidation of voters, election officials, election officers or any volunteers. As a representative of the Fairfax County Republican Committee, I will always perform my responsibilities as an Authorized Representative in a professional and polite manner.

VA Code 24.2-604.4

- The Virginia codes for Authorized Representatives are printed on your Authorization Form!
- **The Law:** VA Code 24.2-604.4 states that Authorized Observers (i.e., Poll Watchers) shall be allowed to observe and hear voters check-in as the EOs or Staff mark the poll pads. Poll Watchers should be able to hear any special situations as they are resolved.
- If the Chief, Assistant Chief, or EO tell the Poll Watchers they must stand where they are unable to see and hear the check-in process, refer that person to this section of the VA Code – but also see the below **NOTE**
- **NOTE:** The State Department of Elections "ELECT" issued a Guidance in 2021 that the Registrar was "not obligated" to allow Poll Watchers to stand behind the Poll Books and see the information being entered.
- You CAN stand near enough to the Check-in table to see and hear the operations and listen for any problems or exceptions.

Call or text: 804-600-4809 or email: help@va.protectthevote.com

Additional Virginia Laws for Authorized Representatives On Your Letter

- § 24.2-639. Duties of officers of election (Poll Watcher right to see zero count at the Opening of Polls)
- § 24.2-655. Representatives of political parties and candidates to be present on request (Poll Watcher right to observe Central Absentee Precinct)
- **ELECT Guidance 9-10-2021** “Authorized Representatives at the GR’s Office and Satellite Locations” (Satellites, Registrar Office, and Central Absentee Precinct have same Poll Watcher rules as Election Day Precincts) – BUT:
 - “You are not obligated to give authorized representatives access to the poll book, and you are not obligated to provide authorized representatives with visual access to the pollbook. According to §24.2-604.4 (C), authorized representatives “shall be allowed[...]to be close enough to the voter check-in table to be able to hear and see what is occurring.”
- **ELECT Advisory 10-6-2021** “Authorized Representatives at Early-Voting Sites” (Poll Watcher can observe satellites from opening the polls through closing the polls and securing equipment)

Authorized Representatives

DURING THE DAY

Authorized representatives (§ 24.2-604.4)

The *Authorized Representatives* section has a summary of the rules applicable to their qualifications, number, and permitted activities.

Authorized representatives are allowed anywhere inside a polling place **so long as** they don't impede voters or touch voting equipment. If an authorized representative impedes the ability of officers to perform their duties or the voters to cast a ballot, or otherwise creates a disruption in the polling place, you can ask them to stop the behavior. If the authorized representative's behavior continues to be a problem, call the Office of Elections for guidance.

Authorized representatives may use an electronic communication device (smartphone, tablet, etc.) but may **not** take photos or record videos. Any phone calls must take place outside of the voting room. See Electronic Devices in the Polling Place in the *Guidelines* section.

They may not campaign or display campaign material within the 40-foot Prohibited Area.

Authorized representatives also have a job to do—work with them!

- We're all on the same side—we all want a fair and transparent election.
- You may have to remind them that they are *observers*, not election officers.
- Try to position their chairs so they can hear the names repeated—crowded conditions make the rooms noisy. Ask your pollbook officers to speak up!
- Invite the authorized representatives to observe (without invading voter privacy) if you are rebooting a machine, clearing a jammed ballot, serving a curbside voter, etc.
- Let the authorized representatives know what is happening; they can back you up.

From FCOE Election
Day Chief's Training
Materials Handbook

NO PW Interaction with Voters or EO's Permitted

- PWs are not allowed to talk with voters except to say:
 - “Sorry, I am a Poll Watcher; I am not legally permitted to talk with you now.”
- The PW must not speak with or assist a voter in any way, even if a voter asks for assistance; refer the voter to a staffer
- The PW cannot assist with the provisional ballot process or answer any voter’s questions; refer the voter to a staffer
- Put your phone on vibrate so it doesn’t ring.
- **Never touch a ballot, a voter, *any election equipment*, nor any forms, zip ties, etc.**
- **NEVER take photos or videos of anything or anyone. You can use your cell phone ONLY for texting and QUIET calling**

Poll Watcher Rights

As registered VA voters, PWs are permitted by law (§24.2-604.4) to observe:

- All Election activities
- All voting procedures
- The opening and the closing of the polls in early in-person absentee voting and on Election Day
- The delivery of the Chief's materials, including the ballots, to the Fairfax County Government Center, Mt. Vernon Government Center, North County Government Center, or Marshall High School after the voting
- The delivery of election equipment, election materials and the top of the DS200's (with thumb drive still installed) from the Early Voting Satellites to the Fairfax County Government Center on November 4th
- Tabulation of Results, Canvassing, and Provisional ballot processing
- The Chief is required to let PWs use cell phones (§24.2-604C)
 - No photos, no videos; don't be disruptive

Be right, be polite

Poll Watcher Responsibilities

1. **DON'T ARGUE:** You may ask questions of the Chiefs and their Assistants and raise concerns. Do not dispute or challenge their determinations, or otherwise interfere with the conduct of the election. If your concern is not addressed, call the Helpline immediately.
2. **DOCUMENT THE FACTS:** Raise questions and concerns immediately – and then document each incident when you have time on your **Report Form**
3. **SPEAK ONLY WITH THE Chiefs and their Assistants:** Do not interrupt Election Officers from doing their jobs. When you're talking, you're not observing.
4. **BE PROFESSIONAL:** Avoid inflammatory language. Don't give them an excuse to expel you. If you're inside the polling place, you can observe, raise concerns, and report to the Helpline. If you are removed inappropriately, call the Helpline!
5. **STAY CURRENT: Check for ongoing PW updates throughout Election Season at:**
<https://fairfaxgop.org/fairfax-gop-poll-watchers-updates> **Questions:** Call us at: **703-397-8129**
6. **Helpline:** If you observe a procedural issue or have a problem, call the Republican Party of VA (RPV) Helpline

Call or text: 804-600-4809 or email: help@va.protectthevote.com

General Preparation and Procedures

Wear:

1. Comfortable clothing and shoes that look respectable; dress in layers in anticipation of outside weather changes and inside temperature fluctuations
2. The Authorized Representative sticker provided by the Precinct Chief; no other IDs or logos
3. No perfumes or other products that might be bothersome or overwhelm allergies in close quarters
4. Do not wear ANYTHING political, law enforcement or military in nature – e.g., no MAGA hats or pins

Bring:

1. **At least one copy of your Fairfax GOP Letter of Authorization form to each shift**
2. Training and job aid information, plus one paper copy of your Report Form for note-taking for each shift
3. Charged cell phone so you can call or text the RPV Helpline 804-600-4809 (put it in your cellphone contact list)
4. Food and drink (**to be consumed away from where voters are voting**) – NEVER eat/drink refreshments provided for the EOs
5. Reading material for slow times with few voters

Come:

1. Fully rested and attentive – be prepared to be on your feet if there is no chair

Introduce Yourself:

1. To the Precinct Chief at in-person absentee early voting sites and show them your Letter of Authorization. By tradition, this year the Chief at a Precinct is a Republican, if possible, and the Assistant Chief is a Democrat (based on the Governor's party in power)