Module 6

Hard Core Evidence: Adopt Part of an Election Become a Poll Worker or Elections Judge

Here's a way to monitor elections from the inside. Every elections official needs poll workers and citizens to act as elections judges. Sign up as soon as possible if you plan to work in an election.

Citizens who work in elections will be expected to participate in one or two training sessions. You must be able to follow the prescribed procedures. Poll workers and election judges should have good attention to detail and enough stamina to work a 12-hour day.

Guide for Becoming a Poll Worker or Elections Judge

Goals:

Assess overall compliance from the inside focusing on issues found in **Module 7** (Monitor the Voting) and **Module 9** (Chain of Custody). Your first duty is to make sure the election goes smoothly and to comply with the requirements in your jurisdiction. You will be in an ideal position to gather evidence on voting machine malfunctions or other breakdowns in the system.

How do I sign up? It's easy: Contact your local elections office.

Before the election:

- Familiarize yourself with the issues: Read over the modules in the Citizen's Tool Kit.
- Attend a training session – approximately two hours in length. In some jurisdictions there is more than one training session.

• At the training session, take notes on each piece of equipment you will be using. For example, nowadays many jurisdictions are using hand-held devices which interact with the voter registration database to authenticate voters. Write down the brand name and the manufacturer of each such device.

• Ask questions about chain of custody for each piece of apparatus and for portable devices like voter card encoders, electronic pollbooks, cartridges, memory cards and the like. Report "sleepovers" (equipment sent home with you or other workers) and take careful note of the instructions for handling the electronic ballot boxes (also called memory cards, PEBs, cartridges).

• Make notes of any trucking firms, transportation companies or third-party vendors who will be bringing you equipment or taking it away.

• Ask and make note of the specific procedures for any repairs or troubleshooting on the machines or the peripheral devices on Election Day.

On Election Day:

• Report to work at the assigned time on Election Day and serve until all duties are completed after the closing of the polls.

• In general, duties include:

- Set up the voting booths
- Put up election signs
- Verify voter eligibility
- Process voters
- Issue ballots to voters
- Assist voters according to the procedures
- Operate the voting system and peripherals according to the procedures
- Other miscellaneous clerical duties
- Dismantle voting booths and pack up all supplies after the polls close
- Designated elections workers will pick up election supplies at the Board of Elections and return election materials to the proper location as designated by the Board.

• For any voting device that has problems: Write down the time of day and the serial number. Make a copy of this information for yourself and also submit a copy to the elections office so it will become a public record.

• Note the name of any "rovers" or technicians who visit during the day. Whether the procedures dictate this or not, request to see the identification of any technicians or rovers, even if they are just asking questions rather than servicing the equipment. (In 2004, fake technicians showed up in one Washington state jurisdiction; poll workers obtained the license plate numbers and phone numbers of each and submitted it to the elections office, where the information was retrieved by Black Box Voting.

Your Own Additions to the Poll Worker / Elections Judge Module

You can share your ideas by sending to crew@blackboxvoting.org

What worked well?

_____

_____

_____

What new ideas did you come up with?

_____

_____

_____

Was there anything that didn't work very well?

_____

_____