



## STATE OF RHODE ISLAND

BOARD OF ELECTIONS  
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### Logic & Accuracy Protocol

#### Pre-Testing

##### **A. Ballot types and Certification:**

###### **1. Paper**

###### **a. Precinct/Early Voting**

- i. Prior to Logic & Accuracy Testing, the Board must receive certification from the Secretary of State confirming all ballot styles have been proofed for accuracy.
- ii. Certification may be in a format consisting of a letter containing the number of English and Bilingual ballot styles, as well as any labels unique to polling places or early voting ballots.
- iii. DS200 tabulators are configured to process precinct and early voting ballots.

###### **b. Mail Ballots**

- i. Prior to Logic & Accuracy Testing, the Board must receive certification from the Secretary of State confirming all ballots have been proofed for accuracy.
- ii. Certification may be in a format consisting of a letter containing the number of English and Bilingual ballot styles, as well as any identifiers unique to mail ballots.
- iii. DS850 high-speed tabulators are configured process mail ballots.

###### **2. Electronic**

- a. **ExpressVote** – English ballot contest headers and candidate names are imported electronically. Spanish ballot contest headers are imported electronically, but candidate names are manually re-entered by ES&S designated employees.
  - i. The Office of Secretary of State must proof Spanish ExpressVote ballot contest headers and candidate names for accuracy. The onscreen ExpressVote ballots may be accessed using virtual screens on a computer workstation configured by ES&S. This may be done either at the offices of the Secretary of State or the Board of Elections.

- ii. ES&S indicates that English language ballot contests headers and candidate names are transferred directly from the database used to generate the ballots and indicates there is no modification of the data after the paper ballots have been proofed by the Secretary of State. The English language onscreen ExpressVote ballots may optionally be proofed by the Secretary of State staff.
- iii. Prior to Logic & Accuracy Testing, the BOE must receive certification from the Secretary of State confirming the ExpressVote ballot screens have been proofed for accuracy in both English and Spanish languages.
- iv. Certification may be in a format consisting of a letter containing the number of Spanish, and optionally English if applicable, ballot styles.

b. **Military-Overseas/Accessible Ballot** – A PDF document which is accessible online via OVR/Democracy Live portal. The PDF document is capable of being read to the voter by approved accessible screen-readers and may be electronically returned to the Board via email or secure portal.

- i. This ballot is in a PDF format which is the same PDF proofed by the Secretary of State staff and sent to the printer(s) for production.
- ii. Secretary of State certification of the accuracy of this ballot type to the BOE may be included in the certification of the accuracy of the mail ballots produced by the print vendor.

## **B. Preparation & Testing of ExpressVotes units**

1. **Files**
  - a. ES&S will use the same database file proofed by the Secretary of State and certified to the Board of Elections on each of the ExpressVote encrypted USB drives. The vendor will take steps to verify the same certified file is the file deployed for testing, Election Day, and during the early voting period.
  - b. The USB drives must be programmed to display the onscreen ballot style(s) appropriate for the precinct or early voting site.
  - c. ExpressVote USB drives programmed for units for the bilingual communities of Central Falls, Pawtucket, Providence and Woonsocket shall be programmed to display either English or Spanish language onscreen ballots styles.
2. **Public Sessions**
  - a. ES&S and BOE staff will arrange the ExpressVote units by city/town in the BOE warehouse during publicly noticed Logic and Accuracy (L&A) sessions.
  - b. Bilingual ExpressVote units shall not be tested concurrently with English-only units.

- c. English-only ExpressVote units shall have the following items available at each unit during testing:
  - i. English-Only Logic and Accuracy & Equipment checklist.
  - ii. One (1) standard sized English language test deck ballot for that precinct. The test ballot shall be selected in a manner in which it does not conform to the same marking pattern as the previous test ballot for the previous precinct within that city or town.
  - iii. One (1) blank ExpressVote card
- d. Bilingual ExpressVote units shall have the following items at each unit:
  - i. Bilingual Logic and Accuracy & Equipment checklist.
  - ii. One (1) normal sized Bilingual test deck ballot for that precinct. The test ballot shall be selected in a manner in which it does not conform to the same marking pattern as the previous test ballot for the previous precinct within that city or town.
  - iii. Two (2) blank ExpressVote cards

### **3. ExpressVote Testing**

- a. A designated staff member will follow and complete the steps contained within the checklist.
- b. For English language ExpressVote units, the designated staff member will insert the blank ExpressVote test card into the unit and proceed through the ballot, comparing each contest name and candidate name on the pre-printed standard test ballot to the ballot appearing on the screen, mark the onscreen ballot identically to the pre-printed test deck ballot, and verify the summary screen is correct, and print the card. The card shall be reinserted to confirm the selections are displayed accurately in English, and the test card must be ejected. The designated staff member shall immediately notify a supervisor of any discrepancies. When the test of the unit is complete, designated staff member shall initial the checklist.
- c. For English and Spanish bilingual ExpressVote units, the designated staff member will insert the first blank ExpressVote card into the unit and proceed through the English language ballot, comparing each contest name and candidate name on the printed test ballot to the ballot appearing on the screen, mark the onscreen ballot identically to the pre-printed test deck ballot, verify the summary screen is correct, and print the card. The card shall be reinserted to confirm the selections are displayed accurately in English and Spanish, and the test card will be ejected. The staff member will then insert the second ExpressVote card, select the Spanish ballot option, again comparing each contest name and candidate name on the printed test ballot to the ballot appearing on the screen, mark the onscreen ballot identically to the pre-printed

test deck ballot, verify the summary screen is correct, and print the card. The card shall be reinserted to confirm the selections are displayed in English and Spanish, and then the test card will be ejected. The designated staff member shall immediately notify a supervisor of any discrepancies. When the test of the unit is complete, designated staff member shall initial the checklist.

- d. Once testing on a unit is complete, a different designated staff member shall review the test cards printed by the unit to ensure the proper selections have been made according to the standard test deck ballot used for reference.
- e. Once verified, the designated staff member will also initial the checklist and deliver the printed English language and, if applicable, Bilingual cards to the appropriate DS200 for that precinct for insertion and testing of the DS-200.

## **Preparation & Testing of DS200/DS850 units**

### **1. Files**

- a. ES&S will deploy the same database file proofed by the Secretary of State and certified to the Board of Elections on each of the DS200 units encrypted USB drives. ES&S will take steps to verify the same certified file is deployed for testing and Election Day and during the early voting period.
- b. The USB drives will be programmed accept only ballot style(s) appropriate for the precinct or early voting site.
- c. DS200 USB drives programmed for units for the bilingual communities of Central Falls, Pawtucket, Providence and Woonsocket shall be programmed to accept bilingual English and Spanish language ballots.

### **2. Ballot Test Deck**

- a. A test deck of ballots will be produced for each precinct DS200. The test deck shall consist of the number of ballots necessary to ensure each candidate/question in each contest receives a test vote during the conduct of the testing protocols
- b. The test deck shall consist of ballots which have undergone pre-printed randomized marking, utilizing a 1,2,1,2 pattern, as follows:
  - i. the first candidate position receives one (1) vote;
  - ii. the second candidate position receives two (2) votes;
  - iii. the third candidate position receives one (1) vote;
  - iv. The fourth candidate position receives two (2) votes, etc.
  - v. In contests for which more than one candidate may receive votes, the first set of five (5) candidates shall receive one (1) vote, the second set of five (5) candidates shall receive (2) votes, and the 3<sup>rd</sup> five candidates shall receive one (1) vote, etc.

- c. The test deck shall contain a ballot in which no selections are made.
- d. The test deck shall contain a ballot in which a contest contains an overvote within a contest.
- e. The test deck shall contain a ballot in which a ballot contains a write-in vote in a contest, when applicable.
- f. One (1) test ballot shall be removed from the test deck and used as a guide for marking a test card on the ExpressVote programmed for the same precinct, except that the test ballot containing the contest with an overvote shall not be removed to be used as a guide for testing the ExpressVote test card. The marked ExpressVote test card shall be returned to the test deck for that DS200 and replace the original test ballot, which shall be set aside.
- g. Early voting test decks shall contain identical test ballots contained in the test desks for all precinct DS200 assigned to that city or town.
- h. The mail ballot test deck shall contain identical test ballots contained in the test desks for precinct DS200s but must be pre-folded in a similar manner as official mail ballots.

### **3. Public Sessions**

- a. Designated staff members will arrange the DS200 units by city or town in the Board warehouse during publicly noticed Logic and Accuracy (L&A) sessions.
- b. Each DS200 unit shall have the following items available at each unit during testing:
  - i. Logic and Accuracy & Equipment checklist
  - ii. Ballot test deck ballot for that precinct.
  - iii. Voting Results Report

### **4. DS200 Testing**

- a. An ES&S or BOE designated staff member will follow and complete the steps contained within the checklist.
- b. As part of the completion of the checklist, the designated staff shall insert each test deck ballot into the DS200 unit until the entire test deck has been cast. Ballots should be inserted in all four orientations.
- c. The designated staff shall generate the Results Report for the DS200.
- d. The designated staff shall compare each contest name, candidate name, and question heading on the printed Results Report to a test ballot and verify the information matches. The designated staff shall also compare the vote totals on the DS200 Results Report to the Voting Results Report for that precinct. The designated staff member shall immediately notify a supervisor of any discrepancies. When the test of the unit is complete, designated staff member shall initial the checklist.

- e. Once testing on a unit is complete, a different designated staff shall review the Results Report to ensure the results are accurate and the DS200 has been reset to zero. Once complete, the second designated staff shall sign Results Report.
- f. The DS-200 results shall be transferred to the Election Management System (EMS) for tabulation.

#### **5. DS850 Testing**

- a. A designated staff member will follow and complete the steps contained within the checklist.
- b. As part of the completion of the checklist, the designated staff shall process each test deck ballot into the DS850 unit until the entire test deck has been cast.
- c. The designated staff shall generate the Results Report for the DS850.
- d. On the Results Report, the designated staff compare the vote totals on the DS850 Results Report to the mail ballot Results Report for all precincts. The designated staff member shall immediately notify a supervisor of any discrepancies. When the test of the unit is complete, designated staff member shall initial the checklist.
- e. Once testing the DS-850 unit is complete, a different designated staff shall review the Results Report to ensure the results are accurate and the DS850 has been reset to zero. Once complete, the second designated staff shall sign Results Report.
- f. The DS-850 results shall be transferred to the EMS for tabulation.

#### **Test Results**

- 1. At the conclusion of testing the DS200 and DS850 units, a results report shall be generated from the EMS and compared to the test voting results report. Any discrepancy shall be evaluated to identify the cause and be corrected.
- 2. The EMS must be reset to zero and a results report must be generated as confirmation.