

DIRECTIVE 2008-89

September 11, 2008

TO: ALL COUNTY BOARDS OF ELECTIONS
MEMBERS, DIRECTORS, AND DEPUTY DIRECTORS

RE: Logic and Accuracy Testing (L&A) of Voting Machines and Public Test

To ensure that all electronic voting systems, including direct recording electronic (DRE) and optical scan (OS) voting machines, are accurately and uniformly tabulating votes cast during an election, the following instructions are provided for:

- Logic and Accuracy testing (L&A)
- Best Practices (attachment)
- Conducting the Public Test of Voting Systems
- Testing ADA Compliant Voting Machines

Voting Machine Logic and Accuracy Testing

Under R. C. 3506.14(A), all boards of elections must conduct Logic and Accuracy Testing before conducting Pre-Election Public Testing.

Logic and Accuracy Testing (L&A) is an individualized test conducted by a county board of elections on voting machines and/or automatic tabulating equipment to be used in an election. L&A testing is conducted before every election to make sure voting equipment is in proper working order and is accurately counting votes. The nature of electronic voting systems, including both DRE and OS systems in which individual units contain a form of software known as "firmware," requires that each individual unit or machine must be tested in a manner consistent with its individual ballot programming to guarantee that each unit is in proper working order.

Every board of elections should follow the machine manufacturer's specific instructions on L&A testing procedures according to their specific type of voting machines.

Before issuing absentee ballots, counties must conduct L&A Testing on **each** voting machine and/or component of automatic tabulating equipment to be used in the next most recent election, testing each for functionality by ensuring that the unit is accurately recording and/or tabulating the votes cast by precinct and by ballot style. This must be done before each election in which the equipment is to be used.

Once L&A testing is completed, the voting machines and/or automatic tabulating equipment may then be assigned for use in precincts and in polling places, the board of elections office, or as a demonstration models.

Voting machines assigned for use in precincts and polling places must be secured for delivery to their assigned polling place, along with their corresponding supplies (e.g., PCMCIA cards, PEBs, encoders, and supervisor and voter access cards, as appropriate).

To ensure needed controls are in place, the destination of each voting machine and corresponding package of PCMCIA cards, PEBs, encoders, and smart cards must be recorded on a log, and/or, if applicable, listed and tracked using the Voting Equipment Chain of Custody Form (SOS Form 400) attached to Directive 2008-25. The log and/or form must indicate their specific precinct assignment, unless the voting equipment is assigned for use in the board of elections office, for a public test or as a demonstration model.

Voting Machines for Public Testing

Within seven days after L&A testing has been completed, but before Election Day, a public test of voting machines must be conducted by the board of elections. The board staff must conduct the test in compliance with procedures found in R.C. 3506.14(B). Boards should select a minimum of three voting machines, along with their corresponding package of PCMCIA cards, PEBs, encoders, and supervisor and voter access cards, that have been assigned for use in polling places for public testing purposes. The voting equipment assigned for public testing must have its assignment documented on a log that verifies its use for public testing and the precinct it was originally assigned to. Once the testing period is complete, the voting equipment must be returned to the board's general inventory of voting machines for use in an assigned polling place.

ADA Complaint Voting Machines

Under the Help America Vote Act (HAVA), each polling place must have a minimum of one (1) ADA compliant voting equipment unit. Therefore, a full audio test must also be conducted on each of the ADA compliant voting machines and all ADA equipment assigned for this purpose.

If you have any questions, please contact the Elections Division administrative staff at 614-466-2585.

Sincerely,

Jennifer Brunner