



# SHIRLEY N. WEBER, Ph.D.

## CALIFORNIA SECRETARY OF STATE

Office of Voting Systems Technology Assessment | 1500 11th Street, 6th Floor  
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April 8, 2022

County Clerk/Registrar of Voters (CC/ROV) Memorandum # 22063

TO: All County Clerks/Registrars of Voters

FROM: /s/ Danielle Dawson  
Office of Voting Systems Technology Assessment

RE: Primary Election: Computer Vote Count Program **-Action Required**

For the upcoming June 7, 2022, Primary Election, please submit to the Secretary of State by 5 P.M., May 31, 2022, your Computer Vote Count Program for the June 7, 2022, Primary Election. Your Computer Vote Count Program is to be submitted to the Secretary of State through our new Axway Secure File Transfer Protocol (SFTP) site. The Axway SFTP is the same secure file transfer method used for the 2021 Gubernatorial Recall Election.

Due to the proprietary, file size, and sensitive nature of the Computer Vote Count Program, which is a backup of the voting systems tabulation database, it cannot be emailed, and must be uploaded to the Secretary of State through the Axway SFTP site. Use the following directions to submit your Computer Vote Count Program to our office:

- Compress all data into a single zip file, preserving file and directory names within the zip file and name this single file to include your county name and the date of the election. (Ex: CountyName\_CCP\_06.07.2022)
- The VoteCal Help Desk Staff ([VoteCalHelp@sos.ca.gov](mailto:VoteCalHelp@sos.ca.gov)) has assigned log in credentials for each county that are required to access the Axway SFTP site.
- Log on to the Axway SFTP site, using your credentials provided by the VoteCal Help Desk and then:
  - Select "OVSTA" folder on left hand menu
  - Select "Upload"
  - Select the vote count program to upload to send to OVSTA
- Please send OVSTA an email confirming the submission via the Axway portal, and OVSTA will provide a confirmation that your file has been successfully transmitted.

CCROV #22063

April 8, 2022

Page 2

Please contact OVSTA at (916) 695-1680 or [VotingSystems@sos.ca.gov](mailto:VotingSystems@sos.ca.gov) if you have any issues or questions regarding submission.