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September 13, 2024

County Clerk/Registrar of Voters (CC/ROV) Memorandum #24198

TO: All County Clerks/Registrars of Voters

FROM: /s/ Philip Kumsar

Election Cybersecurity Analyst

RE: General Election: Natural Disaster/Emergency Preparation – **Action Required**

As you are aware, before each statewide election the Secretary of State's office requests a copy of each county's emergency plan, and also updates the "Procedures and Guidelines for Voting in a State of Emergency or Natural Disaster," which can be found on the Secretary of State's website at: [Procedures and Guidelines For Voting In A State of Emergency or Natural Disaster California Secretary of State](#)

These procedures are intended to provide general guidance in developing a county-specific disaster and emergency plan should a natural disaster or state of emergency occur during critical election times and provide a number of legal options California elections officials and the Governor can exercise in the case of an emergency.

For a summary of the statutory authority and executive orders that are pertinent should a natural disaster or other emergency arise that could affect the ability to conduct an election in compliance with state law, please see Chapter 6 of the "Procedures and Guidelines for Voting in a State of Emergency or Natural Disaster."

Action Required:

We are requesting a copy of your current emergency plan for the November 5, 2024, General Election. Please submit your emergency plan to Philip Kumsar at electioncybersecurity@sos.ca.gov by **Friday, October 11, 2024**.

If you have any questions, please feel free to contact Philip Kumsar at pkumsar@sos.ca.gov.