



ALEX PADILLA | SECRETARY OF STATE | STATE OF CALIFORNIA
ELECTIONS DIVISION

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September 10, 2020

County Clerk/Registrar of Voters (CC/ROV) Memorandum #20205

TO: All County Clerks/Registrars of Voters

FROM: /s/ Ryan Reece
Elections Analyst

RE: General Election: Intelligent Mail Barcode Implementation and Vote-by-Mail Ballot Issuance Survey

[CC/ROV #20151](#) was sent on July 14, 2020, providing guidance to counties on the use of Intelligent Mail barcodes (IMBs) on vote-by-mail (VBM) ballot envelopes. The use of IMb technology is essential to increase accountability and transparency for the entire VBM ballot process.

As counties prepare to send VBM ballots, our office is requesting each county to complete the attached survey regarding the implementation of IMBs and the mailing of VBM ballots.

Please complete and return the attached survey to electionsurveys@sos.ca.gov no later than **Thursday, September 17, 2020**.

If you have any questions, you may contact me directly at reece@sos.ca.gov or (916) 695-1580. Thank you for your assistance.

Attachment

Intelligent Mail Barcode (IMb) Implementation and Vote-by-Mail (VBM) Ballot Issuance Survey

In order to address COVID-19 in light of the upcoming November 3, 2020, General Election, Governor Newsom issued, among other orders, Executive Order N-67-20 requiring all county elections officials to use Intelligent Mail barcodes (IMbs) on vote-by-mail ballot envelopes.

The following survey will assist the Secretary of State's office understand how your county will be implementing serialized (unique ballot level) IMbs in the upcoming election.

County: _____

County Contact: _____

Phone Number: _____

Email: _____

1. How will your county be implementing serialized unique Intelligent Mail Barcodes (IMbs) for your vote-by-mail ballot packages?

Outbound on Vote-by-mail ballot packages
Inbound on Vote-by-mail ballot envelopes
Both outbound and inbound VBM mailings
Other - Please explain:

2. Which of your mailings will contain IMbs

Initial VBM mailing (no later than E-29)
Supplemental VBM mailings
Over the counter VMB issues
Other - Please explain:

3. What percentage of election mail in your county is expected to include an IMb?

Initial VBM mailing (no later than E-29)
Supplemental VBM mailings
Over the counter VMB issuance
County Voter Information Guide
Other – Please explain:

4. When you issue UOCAVA VBM ballot packages, what date will you be uploading into VoteCal for the “Issued/Sent Date”?

Date mailing addresses were provided to your mailing house

Date that the VBM ballot packages are delivered to USPS

Other date – Please explain:

5. When you issue VBM ballot packages, what date will you be uploading into VoteCal for the “Issued/Sent Date”?

Date mailing addresses were provided to your mailing house

Date that the VBM ballot packages is delivered to USPS

Other date – Please explain:

6. In your experience, approximately how long after the date of issuance of a VBM ballot package does the VBM ballot package get entered the mail stream?

1-3 days

4-7 days

Other – please explain: