

DIRECTIVE 2008-51

July 10, 2008

To: All County Boards of Elections

Re: Complying with Secretary of State's Procedures for Processing Duplicate Voter Registrations

The secretary of state is required, under R.C. 3503.21(B), to prescribe the procedures for identifying and canceling duplicate voter registrations. The law further requires that those procedures be uniform and nondiscriminatory and that they comply with the Voting Rights Act of 1965.

In January 2008 the secretary of state's office issued the "Statewide Voter Registration Database (SWVRD) System Manual" to comply with this mandate. The manual sets forth the procedures for identifying and canceling duplicate voter registrations. The .pdf version of the manual is attached to this directive and has been made available to all boards of elections on the secretary of state's Extranet at:

http://server6.sos.state.oh.us/boe/electionsinfo/electPubs/SVRDsystemManual01_2008.pdf.

To ensure that duplicate voter registrations are processed in accordance with these governing legal provisions, each board of elections must follow the standardized procedures issued by this office for identifying and deleting duplicate voter registrations, including the procedures set forth in the relevant manual sections of the "Statewide Voter Registration Database (SWVRD) System Manual.

Any board of elections that has questions or needs additional information regarding the procedures prescribed by the secretary of state for processing duplicate voter registrations should contact Gus Maragos at gmaragos@sos.state.oh.us or (614) 466-2729, or Robin Fields at rfields@sos.state.oh.us or (614) 644-0770. Thank you for your cooperation.

Sincerely,

Jennifer Brunner