Cast Vote Record Data Export for Auditing

What is a Cast Vote Record?

A Cast Vote Record means an auditable document that corresponds to the selections made on the voter's ballot and lists the contests on the ballot and the voter's selections for those contests. A paper cast vote record is not a ballot.

What is a Cast Vote Record Export?

A Cast Vote Record Export is an export of all selections made on each voter's ballot, along with the contests on each ballot and each voter's selections for those contents. These are the records that are produced by the vote-capture machines and are designed to be used in auditing scenarios such as Risk Limiting Audits or other auditing of cast vote level records. They are specifically designed so the data exported contains no compromise of voter privacy.

Why is the information from the CVR Export helpful?

This information allows an election to be audited to find any abnormalities in the tabulation data that one would not see by only looking at the final results.

How do I export this data?

Each Voting System has this function. It is generally found in the reporting module. In the following pages, we list the specific steps required for each of the main suppliers of voting systems: Dominion, Hart Verity, Hart 6.2, and ES&S. The following pages outline the procedures for each of the common voting system companies.

What do I do with this data after exporting?

You can upload your CVR through our secure collection tool https://files.electioneyes.us/CVRupload. Although you can submit them anonymously, it is best to provide your information and any source documents you have to preserve chain of custody through the process.

If you would like assistance in performing exports,
please contact us at 607-2-VWATCH.

Cast Vote Record Export: <u>Dominion D-Suite</u>

Vendor Instructions

The instructions for Exporting Cast Vote Record Data from Dominion is listed in Chapter 14: Auditing of this RTR User Guide found at https://www.sos.state.co.us/pubs/elections/VotingSystems/DVS-DemocracySuite511/documentation/UG-RTR-UserGuide-5-11-CO.pdf

If the SOS has removed the link, you should be able to locate this information in your RTR User Guide by looking for the Auditing Section.

Specific Export Instructions

You will run 4 exports. The software will tell you were it saved the export and what the filename is following each of the 4 exports. Copy each of these files to a brand new USB flash drive. *Never insert a used USB flash drive into the computer.*

<u>FIRST:</u>
ALL records
Select 'Create separate file per batch'
Select 'Published batches only'
Do NOT select 'Use tabular format'

<u>SECOND:</u>
ALL records
Select 'Create separate file per batch'
Select 'Published batches only'
Select 'Use tabular format'

<u>THIRD:</u>
ALL records
Select 'Create separate file per batch'
Do NOT select 'Published batches only'
Do NOT select 'Use tabular format'

<u>FOURTH:</u>
ALL records
Select 'Create separate file per batch'
Do NOT select 'Published batches only'
Select 'Use tabular format'

The reason to ask for both JSON and EXCEL reports is that the JSON report also contains any modifications to the original ballot data (e.g. post-adjudication or conditional vote resolution), while the EXCEL report is easier to use. Next, take the USB to another computer and upload these files to the site listed on Page 1.

Cast Vote Record Export: <u>Hart Verity</u>

Vendor Instructions

The instructions for Exporting Cast Vote Record Data from Hart starts on Page 29 in the 'Auditing Votes' section of Verity Count Quick Reference Manual found at: https://www.sos.state.co.us/pubs/elections/VotingSystems/systemsDocumentation/ HartIntercivic/COApplicationDocs/F-GeneralDocumentation/01- OperatorManuals/VerityCountQuickReferenceManual6620-004-A04.pdf

If the SOS has removed the link, you should be able to locate this information in your Verity Count Quick Reference Manual by looking for the 'Auditing Votes' section.

Specific Export Instructions

When multiple tabulators are used, CVRs must be exported by tabulator.

In your Auditing Dashboard, Select 'All Races', then click on 'Export CVRs' in the bottom right corner of the screen. Save these files to a brand new USB flash drive. *Never insert a used USB flash drive into the computer.*

Next, take the USB to another computer and upload these files to the site listed on Page 1.

Cast Vote Record Export: <u>Hart 6.2</u>

Vendor Instructions

The instructions for Exporting Cast Vote Record Data from Hart 6.2 starts on Page 163 in the 'Exporting Data' section of Hart Tally Training Manual found at: https://www.eac.gov/sites/default/files/document_library/files/hart-6.2.1-L_A-use-procedures.pdf

If the EAC has removed the link, you should be able to locate this information in your Hart Tally Training Manual by looking for the 'Exporting Data' section.

Specific Export Instructions

When multiple tabulators are used, CVRs must be exported by tabulator.

In Tally, go to File, then to Export. This takes you to the Tally Export Wizard. Under 'Available Export Filters' select 'EDX' and 'Next'. This creates an XML file containing the Cast Vote Record, which can be saved on a USB drive. Use ONLY a new USB flash drive. *Never insert a used USB flash drive into the computer.*

Next, take the USB to another computer and upload these files to the site listed on Page 1.

Cast Vote Record Export: ES&S

Vendor Instructions

The instructions for Exporting Cast Vote Record Data from Section 7.4.6 on Page 216 of the Unity Election Management User Guide at
https://votingsystems.cdn.sos.ca.gov/vendors/ess/unity3410/use-procedures.pdf

If the SOS has removed the link, you should be able to locate this information in your Unity Election Management User Guide by looking for the 'Exporting Data' section.

Specific Export Instructions

Use ONLY a new USB flash drive. *Never insert a used USB flash drive into the computer.*

ES&S does not provide a single CVR export with all the data needed. Instead, two exports are required:

- Tools > Export Cast Vote Record
- Produce Module > Ballots - Table View > set filter to "all" > Export (this file only allows 20K records to be exported at one time and may require several exports depending on your number of ballots)

When setting up the targeted contests for a hybrid audit, "overvote" and "undervote" must each be listed as a contest selection (using the names quoted).

- Audit board members should use the selections overvote and undervote as appropriate and not select multiple candidates for overvotes or blank for undervotes.
- The tabulator ids will be parsed from the CVR using the first four digits of the Tabulator CVR field, including any leading zeros. The tabulator names in the manifest must be four digits and include any leading zeros in order to match.

Next, take the USB to another computer and upload these files to the site listed on Page 1.