



**OFFICE OF THE ELECTORAL BOARD**  
**City of Fairfax**  
**ELECTORAL BOARD POLICY # 4**



Electoral Board  
 Secretary: Richard Herrington  
 Chairman: Curtis Chandler  
 Vice Chairman: Lorraine Koury

**City of Fairfax Electoral Board Policy for Security of Voting Equipment**

**PURPOSE:**

To establish a policy wherein the City of Fairfax Electoral Board shall ensure voting equipment which is deployed to the six (6) City precincts prior to an election comply with the security guidance contained in the City of Fairfax Electoral Board's Voting Systems Security Program.

The Electoral Board's VOTING SYSTEM SECURITY PROGRAM, Part II Physical Security, A. (8) states in part, "...at least one Electoral Board member will be responsible for transportation and secure storage of all voting related equipment (OVO/OVI/EPB) to the polling locations the Monday before Election Day. OVO, OVI and EPB devices will be picked up from secure spaces."

**REFERENCES:**

City of Fairfax Electoral Board VOTING SYSTEM SECURITY PROGRAM dated April 21, 2020

**POLICY ESTABLISHMENT:**

It is the policy of the Electoral Board to assist the City's Sign & Signal Department in the deployment of voting equipment to six (6) City precincts. Sign & Signal personnel tasked with the movement of the voting equipment are sworn officers of election; the presence of one or more Electoral Board members allows for additional cross-checks of voting equipment security and the storage areas in each precinct to ensure the highest degree of voting equipment security.

At least one (1) Electoral Board member shall inspect the seal numbers imprinted on the seals affixed to the ballot box/ballot box covers to confirm the seal numbers match the seal numbers installed after L&A testing and confirm each seal is properly affixed to the ballot box/ballot box cover when voting equipment is; (a) removed from its secure storage space and; (b) when it is locked in its designated secure storage space at each precinct.

Effective Date: 19 AUG, 2020

Chairman Curtis Chandler	<u><i>Curtis Chandler</i></u>	Date	<u>8/19/2020</u>
Vice Chairman Lorraine Koury	<u><i>Lorraine M. Koury</i></u>	Date	<u>08/19/20</u>
Secretary Richard Herrington	<u><i>Richard Herrington</i></u>	Date	<u>19 Aug 2020</u>