

**Recount Representative and  
Vote Review Panel Member  
Handout**

## Recount Observer Handout

### Arrival:

- Arrive 30 minutes prior to the start of your shift.
- The public is to watch the opening procedures before the Recount begins and after the Recount ends for the day.
- Be respectful and professional, not adversarial.

### Update:

- PLEASE send an update to the below link **EVERY HOUR** of your shift.

### Recount Observers/Designated Monitors:

- Each Campaign may designate one individual to observe the recount process.
- Each political party may designate two individuals to observe the recount process.
- Designated representatives may roam the Recount room and observe the Recount process
- Observe the Check-in and Check-out process of the ballots
- Must wear badges that identify them by name.
- Are allowed to observe but may not obstruct orderly conduct of election.
- May not speak to or otherwise interact with election workers.
- Are not allowed to wear campaign buttons, shirts, hats or other campaign items.
- Do not touch any ballot or ballot container
- **Must pose questions regarding procedures to the clerk/election worker for resolution.**

### Recount Procedure

- Pursuant to SEB Rule 183-1-15-.01, the Recount must be administered as followed:
  - Recounts are conducted using an optical scanning voting system.
  - The recount shall be conducted by tabulating all ballots utilizing ballot scanners.
  - Prior to conducting a recount, the election superintendent shall test each ballot scanner to be used in the recount.
  - The recount shall be open to the view of the public,
  - Only individuals, designated by the superintendent or the superintendent's authorized deputy shall touch any ballot or ballot container.
  - The superintendent may designate a viewing area by which members of the public are limited for the purpose of good order and maintaining the integrity of the recount.
  - The tabulation of ballots must be completed through a precise, controlled process that ensures, for each ballot scanner used in the recount, no more than one ballot container is unsealed at any given time.
  - A clear audit trail must be maintained at all times during the recount, including but not limited to, a log of the seal numbers on ballot containers before and after the recount.
  - The ballot scanner shall be programmed to flag or reject ballots that contain an overvote
  - Vote review panels shall be established, consistent with O.C.G.A. § 21-2-483(g), to manually review the overvoted ballots.
  - The recount vote review panel shall determine by majority vote the elector's intent, as described in O.C.G.A. § 21-2-438(c)

- A duplicate ballot shall be created consistent with the elector's intent for the contest to be recounted, labeled "RECOUNT DUPLICATE", and used in the recount. The original overvoted ballot shall be retained.
- All ballots that required a duplicate ballot to be created in the original primary or election, as allowed by law, shall be reviewed by a recount vote review panel to determine that the votes marked in the contest to be recounted on the duplicated ballot are consistent with the elector's intent on the original ballot, as described in O.C.G.A. § 21-2-438(c). If a majority of the recount vote review panel determine that the duplicated ballot is not consistent with the elector's intent on the original ballot, a new true duplicate ballot shall be created consistent with the elector's intent for the contest to be recounted, labeled "RECOUNT DUPLICATE", and used in the recount. The original overvoted ballot and initial duplicated ballot shall be retained.
- If it appears that a ballot is so torn, bent, or otherwise defective that it cannot be processed by the ballot scanner, the recount vote review panel shall prepare a duplicate ballot for the contest to be recounted. All duplicate ballots created during the recount shall be clearly labeled by the word "RECOUNT DUPLICATE". The defective ballot shall be retained.
- After all of the valid ballots to be included in the recount have been tabulated, the superintendent shall cause a printout to be made of the results and shall compare the results to the results previously obtained. If upon completing the recount, it shall appear that the original vote count for the recounted contest was incorrect, such returns and all papers being prepared by the superintendent shall be corrected accordingly.
- It is the direction of the Secretary of State to conduct the recount by vote type all at one time before moving on to another vote type.
  - For example: all absentee ballots should be counted before beginning the recount of provisional ballots.

**Monitor Observes Issue...What to Do?**

- Respectfully raise issue with precinct clerk for resolution.
- Do NOT speak to or interact with election workers.
- Do NOT take pictures or videos.
- If unresolved, leave polling room and call GOP GA Legal Hotline with your name, county, and location.

**Be on the lookout for:**

1. Lapses in procedure
2. Food or beverage on Recount tables (it should be under the table)
3. Any ballots not being delivered or scanned

**Statewide Observer and VRP member Hotline: 470-410-8762**

**Incident Report Form** (attached) and at: <https://gagop.org/recountreport/>

## The Vote Review Panel

### Vote Review Panel (VRP) Member:

- Each political party must have 1 member per VRP
- You must object when you cannot agree
  - If there is a disagreement between the two VRP members, the Superintendent or their designee breaks the tie.
- Manually log each ballot that should be adjudicated
- Must wear badges that identify them by name.
- May not speak to or otherwise interact with election workers.
- Are not allowed to wear campaign buttons, shirts, hats or other campaign items.
- **Must pose questions regarding procedures to the clerk/election worker for resolution.**

### Three types of Ballots:

- Duplicated Ballots
  - Retrieve the original ballot and compare the duplicated ballot to ensure proper duplication. Using the original ballot, record the vote tally for the duplicated ballots using the Vote Review Panel Tally Sheet.
- Undetermined Ballots
  - Review the undetermined ballots where the Recount board could not agree on the voter's intent to make a determination. Record the vote tally for the undetermined ballots using the Vote Review Panel Tally Sheet.
- Write-In Ballots
  - Review the write-in ballots to determine if a voter has voted for a qualified or invalid write-in candidate. Record the number of votes for each qualified write-in candidate on the Qualified Write-In Candidate Tally Sheet.

### Recount Voter Review Panel

- Vote review panels shall be established, consistent with O.C.G.A. § 21-2-483(g), to manually review the overvoted ballots.
- The recount vote review panel shall determine by majority vote the elector's intent, as described in O.C.G.A. § 21-2-438(c), a duplicate ballot shall be created consistent with the elector's intent for the contest to be recounted, labeled "RECOUNT DUPLICATE", and used in the recount. The original overvoted ballot shall be retained.
- All ballots that required a duplicate ballot to be created in the original primary or election, as allowed by law, shall be reviewed by a recount vote review panel to determine that the votes marked in the contest to be recounted on the duplicated ballot are consistent with the elector's intent on the original ballot, as described in O.C.G.A. § 21-2-438(c). If a majority of the recount vote review panel determine that the duplicated ballot is not consistent with the elector's intent on the original ballot, a new true duplicate ballot shall be created consistent with the elector's intent for the contest to be recounted, labeled "RECOUNT DUPLICATE", and used in the recount. The original overvoted ballot and initial duplicated ballot shall be retained.
- If it appears that a ballot is so torn, bent, or otherwise defective that it cannot be processed by the ballot scanner, the recount vote review panel shall prepare a duplicate ballot for the contest to be recounted. All duplicate ballots created during the recount shall be clearly labeled by the word "RECOUNT DUPLICATE". The defective ballot shall be retained.

# Common Adjudication Scenarios

## Common Adjudication Scenarios



### OVERVOTES With corrections from voters

County / Condado / 縣  
Supervisor, District 1  
Supervisor, Distrito 1  
第一區主管

Vote for One  
Vote por Uno  
選一人

Alfred Hitchcock  
Alfred Hitchcock  
Alfred Hitchcock

Vincent Price  
Vincent Price  
Vincent Price

County / Condado / 縣  
Supervisor, District 1  
Supervisor, Distrito 1  
第一區主管

Vote for One  
Vote por Uno  
選一人

Alfred Hitchcock  
Alfred Hitchcock  
Alfred Hitchcock

Vincent Price  
Vincent Price  
Vincent Price

### HESITATION MARKS

County / Condado / 縣  
Supervisor, District 1  
Supervisor, Distrito 1  
第一區主管

Vote for One  
Vote por Uno  
選一人

Alfred Hitchcock  
Alfred Hitchcock  
Alfred Hitchcock

Vincent Price  
Vincent Price  
Vincent Price

### STRAY MARKS IN TARGET AREAS

County / Condado / 縣  
Supervisor, District 1  
Supervisor, Distrito 1  
第一區主管

Vote for One  
Vote por Uno  
選一人

Alfred Hitchcock  
Alfred Hitchcock  
Alfred Hitchcock

Vincent Price  
Vincent Price  
Vincent Price

### MARKING ERRORS

Consistent patterns

County / Condado / 縣  
Supervisor, District 1  
Supervisor, Distrito 1  
第一區主管

Vote for One  
Vote por Uno  
選一人

Alfred Hitchcock  
Alfred Hitchcock  
Alfred Hitchcock

Vincent Price  
Vincent Price  
Vincent Price

Inconsistent patterns

County / Condado / 縣  
Supervisor, District 1  
Supervisor, Distrito 1  
第一區主管

Vote for One  
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Alfred Hitchcock  
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