

**“SACRAMENTO” KAU DIH
GINV NYEI MIENH BIEQC MBUOX CAUX
GINV NYEI JAUV-LOUC**



**GINV MIENH GORN ZAANGC NYEI ZA'EIX
COVID-19 FIENX-BOX**

“Sacramento” Kau Dih

Ginv nyei Mienh Bieqc Mbuox & Ginv nyei Jauv-Louc

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Jiex Gorn Waac:

Za’gengh longc jienv haic maiv oix bun ginv nyei mienh oix zuqc ginv taux simv baengc caux wangc siangx nyei jauv yiem Ziepc Yietv Hlaax 3, 2020 nyei Pouh Tong Ginv “President” nyei Hnoi. Dongh “corona” hieh baengc corc hiaangx jienv yiem mbuo nyei

deic-bung, “Sacramento” Kau Dih gaanv jienv liuc leiz taux funx jienv caux maiv zuqc mbungh baengc nyei ginv mienh hnoi.

“Sacramento” Kau Dih Ginv Mienh Bieqc Mbuox & Ginv Mienh nyei Jauv (VRE) njiec lingc bun taux zix cin dauh guaax hnyouv ginv mienh nyei gong-mienh. “Sacramento” Kau Dih nyei domh mouz deic se oix ei jienv Ginv Mienh nyei Leiz, ei jienv dingc daaih bun mienh Ginv nyei Dorngx Dauh 11 hnoi caux 4 hnoi hngv yie mbuo duqv zoux jiex daaih yiem Faah Hlaax Ginv “President” nyei Hnoi-nyieqc. Maiv gunv hngv naaic, yie mbuo setv mueiz mbenc daaih nyei dorngx dauh se ei maaih kungx nyei dorngx caux maaih mba’ziex laanh Ginv nyei Gong-Mienh.

“Sacramento” Kau Dih mbenc jienv oix zoux ei dingc daaih nyei leiz-nyeic ei Saengv nyei Sou-Biuv Gorn Zaangc nyei Yietv-nyeic yiem COVID-19 [“Secretary of State’s Election Administration Guidance under COVID-19”](#)

Yie mbuo nyei mouz deic se bun ginv mienh nyei mienh caux gong-mienh maaih maiv zuqc mbungc taux baengc nyei jauv yiem ninh mbuo zorng-mbenc naaiv kang longc jienv nyei jauv-louc bun taux horngc zaangc mienh. Naaiv deix za’eix oix biux mengh yie mbuo hngv haaix nor zoux ziangx dingc daaih nyei mouz deic weic Ginv nyei Zaamc, Njaaux Ginv Mienh nyei Gong-Mienh, Fungx Fienx Faang, Ginv nyei Yietv-Nyei, Samx Mangc/Fiev Gouv Mienh, caux Tong Fienx/Jiu Tong nyei Jauv.



I. GINV MIENH NYEI DORNGX DAUH

A. Mbenc Ziangx Tengx nyei Jauv

- **Ganh Mingh Ginv a'fai Fungx Fienx "to-go"**. Tengx nyei jauv yiem Ginv nyei Dorngx Dauh hngangv loz wuov nor. Ginv nyei mienh ganh haih mingh ginv a'fai mingh zorqv ginv mienh daan yiem dingc daaih Ginv Mienh nyei Dorngx Dauh. Cuotv liuz naaic, ginv nyei mienh, a'fai ganh dauh dingc daaih nyei mienh, dongh ginv nyei mienh duqv dau ziangx Borqv mingh, ginv nyei mienh, a'fai dingc daaih nyei mienh, yienx cuotv [Ballot Pick-up Authorization form](#) nyei sou-gorn bun ganh dauh tengx zorqv ginv mienh nyei sou-daan yiem naaiv norm zoux gong nyei dorngx 7000 65th Street, Ste A, a'fai haaix norm koi zoux gong nyei dorngx yaac duqv. Naaiv bun leiz ginv mienh nyei daan haih dorh nzuonx mingh bun ginv wuov laanh mienh dau ziangx. Yie mbuo bun nyei za'eix se dorh ginv mienh daan mingh dapv Ginv Mienh Faang a'fai Ginv nyei Dorngx.
- **Mbienc nyei Jauv**. Jauv-hlen Ginv Mienh nyei Za'eix caux gauh camv jienv buo kang Mbienc Ginv Mienh nyei Ja'sic heuc (Dominion's ImageCast X devices, a'fai "ICX") oix borqv jienv mbenc bun yiem norm-norm Ginv Mienh nyei dorngx dauh.
- **Ginv Mienh Tengx nyei Jauv**.
 - Nqenx Jauv nyei Hlaang oix mbenc daaih tengx dorh ginv nyei mienh bieqc cuotv bun taux m'zing maengh a'fai mango maiv njang nyei mienh bieqc ginv nyei dorngx, "ICX" ja'sic, dieh, a'fai souv yiem zuov nyei ziangh hoc.
 - Buonh sin waaic fangx nyei mienh oix duqv zipv Gong-Mienh tengx nor tov mbuox bun hiuv dongh daaih taux nyei ziangh hoc.
 - Haih maaih duqv taux i laanh tengx nyei mienh dongh zanc bieqc. Maaih buang nzuih nyei ndie bun dauh dauh, liemh jienv fu'jueiv.
 - Se gorngv ginv nyei mienh maiv haih buang jienv nzuih nor, Gong-Mienh oix simv ninh 6 zaux go. Se gorngv ginv nyei mienh maiv buang fai buang maiv duqv nzuih mv baac qiemx zuqc Gong-Mienh tengx nor, Gong-Mienh oix zuqc dangh jienv buang hmien ja'sic weic simv baengc nyei jauv.
- **Ngaengc/Longc nyei Ja'sic**.
 - Yienx cuotv zeiv-ngaengc taux Saengv Ginv Mienh nyei Yietv-nyeic caux zaah ndorqc nyei sou-fienx oix mbenc daaih an jienv Camv-Nyungc Waac nyei Dieh. Maiv daan naaic, yie mbuo oix zorong-mbenc baaic maaih jienv "QR codes" bun ginv nyei mienh haih zaah mangc taux ninh mbuo nyei Kau Dih Ginv Mienh nyei Yietv-nyeic a'fai Saengv Ginv Mienh nyei Sou-Fienx Yietv-nyeic yiem ninh mbuo nyei "smartphones." Yie mbuo yaac oix kuinx ginv nyei mienh longc nyungc zeiv taux ginv mienh nyei sou-

daan, dongh duqv mbenc ziangx yiem ninh mbuo nyei Kau Dih Sou-Fienx Yietv-nyeic, mbiuv ziangx ndaangc ninh mbuo mingh Ginv Mienh nyei Dorngx weic zanv ziangh hoc. (Doqc mangc **Sou-Jaa A** benx nyungc zeiv)

- Gem Jienv nyei Fienx-Mbuoqc se maiv mbenc bun. Maiv gunv hngv naaic, haaix laanh ginv nyei mienh qiemx zuqc lengc jeiv ziangh hoc gauh ndaauv nor, ninh oix zuqc nzivp ginv mienh nyei sou-daan benx ndaamv-buonc, yiem mbiuv ziangx nyei dorngx.
- Ginv Mienh Longx Ciouv nyei Sou-Zaah maiv duqv mbenc bun yiem ih hnyangx ginv nyei jauv. Mv baac, maaih heuc dinc bieqc nyei mbatv oix mbenc bun taux maaih waac-naaic, nzauh heix nyei jauv, waac-zorc, a'fai zaah dimv taux ginv nyei sou-daan.
- Dongh "VRE" oix mbenc yienx cuotv nyei ginv mienh zeiv-ngaengc bun, tov koi doqc mangc yie mbuo Ginv Mienh Faan Waac nyei Sou-Guv, haih yienx cuotv bun duqv nyei se gorngv meih tov naaic lorz yiem "Check-in Officer" nyei Gong-Mienh.

B. "PPE" paaiv norm-norm Ginv Mienh nyei Dorngx maaih Gong-Mienh, ginv nyei mienh, caux samx nyei mienh.

- Gorqc zeic beu jienv buang nzuih nye ndie, liemh jienv fu'jueiv nyei
 - Kuinx ginv nyei mienh oix zuqc buang jienv nzuih mv baac maiv heuc nzuonx se gorngv maiv buang nor.
 - Buang nzuih ndie mbenc ziangx bun maiv maaih nyei mienh.
 - Maaih ziangx yietv-nyeic bun Gong-Mienh hngv haaix liuc leiz taux (Doqc mangc (II)(D) naaiv deix La'nyauv nyei Jauv-Louc).
- Longc liuz guangc nyei buoz-matc, mbenc ziangx yiem norm-norm Ginv Mienh nyei zaamc
 - Tiuv siang bun dauh dauh ginv nyei mienh caux jiu tong liuz
 - Se gorngv maiv maaih buoz-matc nor, maaih nzaaux buoz ndie bun dauh dauh ginv mienh nyei mienh
- Longc yietc nzunc nyei batv
- Nzaaux buoz ndie, yiem norm-norm Ginv Mienh nyei Dorngx caux yiem yietc zungv Gong-Mienh zoux gong dorngx, tengx fioux nzengc yiem bieqc gaengh nyei ziangh hoc
- Buang Hmien Ja'sic, maaih nyei se gorngv qiemx zuqc nor, oix mbenc bun benx ganh diuc za'eix bun dongh maiv laengz dangh buang nzuih ndie nyei mienh
- Nqenx Mienh nyei Yaang
- "MG" Ndie 70% "Isopropyl Alcohol" nzaaux buoz ndie longc doc gaeng:
 - "ICX" nyei jaqv, nzunc-nzunc longc liuz

- “ICX” Koi Longc nyei Zeiv-ngaengc
- Ginv nyei dieh, nzunc-nzunc longc liuz
- Gong-Mienh longc nyei “laptops, printers, DYMO Labelers, USB ja’sic, liemh jienv “Mobile Ballot Printer” fonh yienx Ginv Mienh nyei Zorngh
- Ginv Mienh nyei Mbuoqc, nzunc-nzunc longc liuz
- Nqenx nyei Zeiv-Yaang: se gorngv hluo liuz, ciuv an, hnopv mbiaapv zuqc, a’fai ginv nyei mienh maiv buang nzuih
- Nqenx Jauv Hlaang
- Dieh, Eiv, nzunc-nzunc longc liuz
- Dongc fai ndiouh

Simv Baengc Sou-Daan (MSDS) oix mbenc daaih an norm-norm Ginv nyei Zaamc taux hhangv haaix nor tengx gong-mienh, se gorngv ninh mbuo ca’bouc longc zuqc haih hoic mienh nye ndie.

C. Qorng Zeiv & Zorngh-Mbenc:

- Maaih baaic box taux wuov norm qongx kungx haih bieqc duqv mba’ziex laanh ginv nyei mienh naetv jienv yiem norm-norm Ginv nyei Dorngx. Naaiv liemh jienv ginv nyei mienh, samx mangc nyei mienh, caux Gong-Mienh. Dingc longc nyei za’eix taux mienh laanh se yietc laanh mienh yiem 100 zaux bie-bung ndorqc. Gong-Mienh, benx Tengx nyei Mienh, oix souv jienv ga’nyiec nitv fatv Ginv Mienh nyei Dorngx caux maaih gong-bou hhangv naaiv:
 - Zaah dimv taux haih bieqc duqv ndongc haaix camv nyei mienh (maaih gorngv waac zorngh gan sin yiem jangv nyei dorngx)
 - Zipv Ginv Mienh Sou-Daan yiem dapv fienx dorngx bun ginv nyei mienh. Ginv mienh nyei sou-daan maiv zipv yiem ginv nyei dorngx, cuotv liuz ninh mbuo maaih dingc daaih tengx nyei jauv. Zung-nyiouh oix mbenc ziangx yiem yietc zungv Ginv Mienh nyei Dorngx longc guon ninh mbuo nyei fienx-mbuoqc.
 - Bun beu jienv buang nzuih ndie dauh dauh maiv maaih nyei mienh, liemh jienv fu’jueiv a’fai ganh dauh tengx nyei mienh.
 - Samx Mangc Mienh. Samx nyei Mienh, Dimv nyei Mienh, Div Zuangx Mienh maiv haih bieqc gu’nyuoz ginv nyei dorngx se gorngv maiv buang hmien nor. Naaiv se benx leiz!
 - Ginv nyei Dorngx Dauh maiv maaih buang nzie yiem ga’nyiec maengx nor oix zuqc duqv torngv duqv wuom nyei ndopv-liuh.
- Ginv nyei dorngx maaih gauh camv jiex yietc dauh gaengh, dongh mbiuv jienv nqaengc nyei “Bieqc” caux “Cuotv” nyei dorngx oix an nqaengc nyei. Dongh kungx maaih nduqc dauh bieqc/cuotv nyei gaengh, Tengx nyei Gong-Mienh zaah dimv taux mienh bieqc gaengh camv caux zoqc nyei jauv.

- Norm-norm Ginv nyei Dorngx maaih qorng zeiv taux zorng-mbenc nyei jauv liemh jienv haih bieqc duqv mienh ndongc haax camv caux yiem nyei dorngx weic zoux ei laanh simv laanh nyei leiz (Doqc mangc **Sou-Jaa B** benx nyungc zeiv)
- Nzaatv setv nzeiv-nyiouz mbuov nyei biux mengh ginv nyei mienh oix zuqc souv nyei dorngx dongh zuov jienv bieqc mbuox nyei ziangh hoc, zuov ginv sou-daan a'fai "ICX" nyei zorng. Naaiv deix mbiuv nyei jauv oix zuqc mbenc ndaangc ginv nyei hnoi yiem Ginv nyei Gong-Mienh (ga'nyiec maengx) caux yie mbuo nyei "Chaser" zunc mienh nyei guanh fungx ga'naaiv longc bieqc cuotv (gu'nyuoz maengx).
- Nqenx-ndiouh oix mbenc ziangx bun domh ginv nyei dorngx dauh corng jienv hlaang yiem gu'nyuoz caux ga'nyiec Ginv Mienh nyei Dorngx.
- Zeiv-yaang-nqenx oix mbenc ziangx yiem Faux Mbuox nyei Dorngx, Ginv nyei Dorngx, caux "CVR" Zoux Gong Dorngx. Maaih mbungh jienv longx nyei ja'sic ei qiemx longc nyei dorngx.
- Maaih mbungh jienv nyei eiv bun longc yiem wuov norm dorngx dauh a'fai bun cuotv yiem "VRE" se gorngv wuov norm dorngx maiv maaih gaux 20 norm jaa nyei eiv. Naaiv deix eiv oix zuqc dingc ziangx bun baeng douh zuov ginv nyei mienh.
- Dingc ziangx Fioux Nzengc dorngx "Sanitation Station" (Mangc yiem **Sou-Jaa A** benx "S") oix mbenc ziangx maaih zoux buoz nzengc ndie caux faev mbiutc zeiv.
- Norm-norm dorngx oix maaih la'lapv-mbuoqc siou la'fapv, longc jiex nyei buang nzuih ndie, longc jiex nyei buoz-matc, longc jiex nyei batv, ganh nyungc.
- Kungx longc yietc nzunc nyei batv oix mbenc bun ginv nyei mienh yiem Ginv Mienh nyei Dorngx a'fai "CVR" Zoux Gong Dorngx. Mbenc ziangx batv yiem Faux Mbuox dorngx, caux jienv fiev nzangc zeiv, weic jiu tong maiv mbienc nyei jauv.
- Fioux nzengc nyei yietv-nyeic oix mbenc bun yiem norm-norm Ginv nyei Dorngx yiem Ginv Mienh Gorn Yietv-Nyeic Sou-Gapv (Mangc yiem **Sou-Jaa C** benx nyungc zeiv). Gong-Mienh oix zuqc fioux nzengc ganh nyei dorngx ndorm-ndorm, caux lungx muonz se gorngv ga'nyeic-hnoi maiv daaux nqaang aqv. Tengx nyei Gong-Mienh oix maaih zuqc liuc leiz fioux nzengc caux zaah dimv longc nyei dorngx caux "ICX" jaqv.
- Ndo nyei nzaaux nzengc, liemh jienv yietc zungv ngaengc nyei dieh, ga'ndiev ndau, hlou nyei dorngx, "HEPA" nyei ga'naaiv-louc, oix mbenc bun yiem norm-norm Ginv Mienh nyei Dorngx.

D. Baaic – Sou-Jaa D Nyungc Zeiv

- "Yie Mbuo Tov Meih Buang Jienv Nzuih", buo nyungc waac, yiem gu'nyuoz caux ga'nyiec norm-norm Ginv nyei Dorngx
- Bieqc Maengx/Cuotv Maengx nyei Mbiuv, buo nyungc waac

- Samx nyei Mienh/Ginv Zaah nyei mbiuv, Meiv Guoqv nzangc hhangv
- “Sacramento” Kau Dih Bieqc Duqv Mba’ziex Laanh Mienh nyei baaic, “Sacramento” Kau Dih sa’eix mienh longc jienv nyei, buo nyungc waac
- “Baeng Douh Yiem Naaiv” nyei baaic
- Waac-saauv, naetv jienv yiem ginv nyei dorngx
- Fioux Nzengc Dorngx Dauh nyei Baaic

E. Tiuv Dorngx Dauh/Guon nyei Yietv-nyeic. Maaih tiuv nyei jauv yiem nqa’haav dingc ziangx yiem Kau Dih Ginv Mienh Sou-Fienx nyei Sou-Guv, Ginv Mienh nyei Dorngx maaih maiv haih koi, weic dorngx dauh fai Gong-Mienh maiv gauv. Se gorngv naaiv kang jauv benx cuotv nor, “Sacramento” Kau Dih oix hhangv naaiv nor zoux:

- Maaih nzangc hlo nyei fiev yiem kuaaiv benv biux mengh taux ganh norm koi jienv Ginv Mienh nyei Dorngx maaih jienv dorngx yiem caux ndau-beih fangx nitv fatv meih yiem nyei dorngx.
- Dingc yietc guanh 2 laanh mienh mingh souv jienv yiem guon nyei dorngx maaih jienv siqv-lunx Ginv Mienh yiem Fienx nyei mbuoqc siou kungx fungx nzuonx ginv mienh nyei sou-daan.
- Zorc “website”, ginv mienh nyei ja’sic, “SacVote” nyei “app”, caux box mbuox tong fienx yiem dienx nyei jauv bun mienh camv hiuv.
- Bun yietc zungv div zuangx yiem “VRE” duqv hiuv taux tiuv nyei jauv.

F. Ginv nyei Dorngx/Ginv nyei Sou-Daan Daaux Nqaang Nzuonx. Ginv nyei gong-mienh caux dingc daaih fungx Ginv Fungx Sou-Daan nyei mienh oix dangh jienv buoz-matc. Gong-mienh yiem “VRE” oix dangh siang-buoz-matc yiem dimv ganh norm fungx daaih nyei ginv mienh daan a’fai Ginv Mienh nyei Gorn. Tor Ginv Sou-Daan nyei cie a’fai gaav daaih nyei cie yaac oix zuqc ei jienv fioux nzengc nyei yietv-nyeic fioux nzengc ndaangc ninh mbuo dingh gong.

II. GINV NYEI GONG-MIENH (SAAUV NYEI GONG-MIENH)

A. Lorz Mienh nyei Mienh. Yiem Cietv Hlaax 2020, mbenc ziangx nyei mbatv oix fungx cuotv bun gauh camv 10,000 Ginv Mienh nyei Dorngx dongh “Sacramento” Kau Dih maaih nyei daan. Ginv nyei Gong-Mienh haih zoux ziangx caux fungx nzuonx zeiv-ngaengc, maiv zuqc bun fungx fienx nzuonx nyei zinh, a’fai bieqc “online” mingh dingc kungx nyei hnoi-nyieqc weic Ziepc Yietv Hlaax 3, 2020 Ginv nyei Jauv. Cuotv liuz naaic, maaih fiev njiec waac-zaah nyei dorngx bun taux guaax hnyouv nyei “PPE” tengx nyei jauv. Ei yie mbuo haih zoux duqv longx jiex nyei banh zeic, yie mbuo oix mbenc maaih njaaux taux “souv mangc” nyei Gong-

Mienh dongh mingh tengx maaih mienh camv nyei dorngx a'fai bieqc daaih benx div nyei mienh.

- B. Njaaux.** Gauh camv njaaux nyei sou-horngx oix mbenc ziangx yiem Hung Heic Ginv Mienh fai "Election Officer EasyVote" nyei gorn dongh mbenc ziangx benx "PowerPoint" sou-fangx caux siou benx waac caux fangx-nangh. Oix zuqc maaih gaux zoqc jiez nyei soux mouc bun buangh hmien hoqc nyei mienh cingx haih koi hoqc yiem "VRE" nyei zoux gong dorngx yiem 7000 65th Street. Naaiv kang njaaux nyei jauv se njaaux jienv mingh liuz hoqc zoux jienv mingh dongh maaih faaux jienv mbuox longc "laptops", "Mobile Ballot Printers" benx yienc cuotv ginv mienh nyei sou-daan, caux "ICX" nyei Ja'sic. Yietc dauh horqc saeng duqv zipv gorqc zeic nyei ja'sic dongh maaih zoqc jiej nyei soux mouc bun gong-mienh bieqc yiem yietc kang kauv hoqc nyei jauv. **Sou-Jaa E** gorngv muonc taux yie mbuo "njiec buoz-zaux hoqc" nyei jauv. Yietc zungv Ginv Mienh nyei Gong-Mienh oix zuqc buang jienv nzuih yiem hoqc nyei qangx caux yiem Ginv nyei Dorngx Dauh.

Cuotv liuz naaic, Ginv nyei Gong-Mienh dongh duqv ei jienv COVID-19 "Sacramento County Department of Personnel Services" gorn zaangc nyei leiz njaaux liuz wuov deix oix mbenc bun (**Sou-Jaa F**). Zaah Dimv nyei Mienh yaac oix zuqc ei jienv doqc mangc fioux nzengc nyei yietv-nyeic caux dorngx dauh fioux sung nyei jauv-louc caux ei dingc ziangx nyei Gong-Mienh. Ginv nyei Gong-Mienh oix njiec ninh mbuo nyei mbuox yiem gong-zinh nyei daan biux mengh ninh mbuo duqv zipv hoqc hiuv nyei jauv mi'aqc.

- C. Paaiv Jauv nyei Bieiv.** Mbenc Tengx nyei Mienh oix mingh tengx yiem norm-norm Ginv nyei Dorngx. Naaiv deix Tengx nyei Gong-Mienh oix yiem ga'nyiec Ginv Mienh nyei dorngx maaih jienv siqv-lunx mbuoqc zipv ginv mienh nyei sou-daan dongh mbenc ziangx fungx nzuonx wuov deix. Cuotv liuz naaic, naaiv deix Tengx nyei Mienh oix zaah mangc taux maaih mba'ziex mienh yiem gu'nyuoz maengx caux mbenc buang nzuih ndie bun dongh maiv maaih wuov deix. Naaiv deix Tengx nyei Gong-Mienh oix dangh jienv siqv-lunx kuangx jaang ndiux mbuox nyei hlaang biux mengh ninh mbuo benx Ginv Mienh nyei Gong-Mienh. Tengx nyei Gong-Mienh oix borqv hoqc jienv mingh taux dimv mangc njiec mbuox taux fungx nzuonx nyei fienx-mbuoqc caux maaih zung-nyiouh bun ginv nyei mienh. Buoz-matc caux zoux buoz nzengc nye indie oix mbenc bun yietc zungv caux Tengx nyei Gong-Mienh oix zuqc zanc-zanc dangh jienv buoz-matc dongh muoqv taux ginv mienh nyei sou-daan a'fai ganh dauh nyei haaix nyungc ga'naaiv-longc.

- D. Buangh Zuqc Aqc nyei Jauv.** Pouh Tong Ginv "President" nyei Jauv-Louc se benx aqc caux la'nyauv haic. Yiem jienv butv hieh baengc nyei qangx, naaiv deix jauv-louc oix jaa gauh hniev caux doix-dekc taux longc

buang nzuih nyei jauv, zaangv ginv mienh nyei leiz, caux baeng douh ndaav nyei jauv zungv oix maaih camv faaux. Cuotv liuz ginv nyei mienh tong fiensex caux mauv oix buatac nyei jauv taux baeng douh ndaav yiem Ginv nyei Hnoi, yie mbuo mbenc jienv tengx Ginv nyei Gong-Mienh taux za'eix hhangv haaix nor yiem horpc caux simv cuotv la'nyauv nyei sic. "Sacramento" Kau Dih oix dorh Saengv nyei Sou-Biuv mbenc daaih nyei Yietv-Nyeic daaih longc dongh mbenc yiem Ginv Mienh nyei Sou-Guv Sou-Gapc taux hhangv haaix nor liuc leiz la'nyauv sic (**Sou-Jaa G**).

Cuotv liuz naaic, yietc zungv Ginv nyei Dorngx Dauh oix box bun Goux Sic nyei Kau Dih hungh jaa, "Sheriff" caux Mungv Goux Gorn "City Police Department" mbungh taux naaiv deix sic haih benx cuotv. Goux Sic Mienh "Police" a'fai "Sheriff" duqv zipv heuc yiem maaih sic daaih liuz Ginv nyei Gong-Mienh maiv haih gunv maiv njiec nyei ziangh hoc.

- II. GINV MIENH DAAN DAPV FIENX FAANG & SIOU GINV MIENH NYEI SOU-DAAN.** "Sacramento" Kau Dih jiu tong caux camv-norm hei caux maaic ga'naaiv nyei poux taux qiensex longc nyei ja'sic taux fungx fiensex faang yiem Kau Dih gu'nyuoz. "Raley's/Bel-Air" nyei domh hei laengz tengx bun dorngx zipv Fungx Ginv Mienh Nzuonx nyei Faang caux "VRE" oix mbenc yiem camv-norm dorngx yiem "Sacramento" Kau Dih. "VRE" oix borqv jienv jiu tong caux "Sacramento" Sou-Lamz taux mbenc zipv Fungx Fiensex Nzuonx nyei Faang caux yie mbuo nyei Mungv Zaangc Zoux Gong nyei Dorngx. Yie mbuo nyei mouz deic se oix maaih 58 norm Zipv Ginv Mienh Zipv Fiensex Faang nyei dorngx dauh jiex gorn koi yiem Ziepc Hlaax saengh 5. Maaih I norm an ga'nyiec maengx nyei faang oix mbenc yiem "VRE" caux yiem "Citrus Heights City Hall."

Dingc ziangx nyei dorngx dauh oix box yiem "VRE" nyei "website" yiem Juov Hlaax ndaamv, caux oix juangc jienv Kau Dih Ginv Sou-Fiensex nyei Yietv-Nyeic caux Ginv nyei Mienh fungx benx Fiensex nzuonx nyei sou-horng.

Ih zanc maaih fih nzaeng nyei jauv taux Meiv Guoqv Fungx Fiensex Gorn, "VRE" borqv jienv jiu tong caux buonh deic fungx fiensex nyei div zuangx mienh. Maiv gunv haaix nyungc jauv benx cuotv Ziepc Yietv Hlaax fatv jienv daaih, nzauh heix nyei jauv zungv hiaangx buangv deic bung mi'aqc. "VRE" oix jaa dorngx dauh bun maaih zipv ginv mienh nyei sou-daan nzuonx yiem camv-norm dorngx. Maaih camv-guanh mienh oix zanc-zanc zaah dimv taux naaiv deix faang caux siou fungx nzuonx nyei sou-daan ei jienv Jiepv Sih Ginv Mienh Sou-Daan nyei Yietv-nyiec [Emergency Ballot Pick-up standards](#).

Yie mbuo tov horngc zaangc nyei mienh tengx "VRE" siou nzuonx ginv nyei sou-daan, se gorngv "VRE" zoux maiv hingh fungx nzuonx nyei sou-daan nor. Juangc gong zoux nyei horngc zaangc mienh haih duqv zipv

borng-mbieiv nyei leiz tengx siou ginv mienh nyei sou-daan div “VRE”, hhangv Ginv Mienh nyei Zipv Fienx Faang nyei yietv-nyeic nor. Naaiv deix Div Zuangx nyei sou-gorn caux yietv-nyeic yaac mbenc ziangx bun laangz zaangc kungx-tengx nyei mienh longc tengx yiem kang-kang jauv. Nqoi nzuih taux siou ginv mienh nyei daan se ei Ginv Mienh nyei Sou-Biuv dingc caux oix zuqc ei jienv leiz-nyeic caux yietv-nyeic zoux.

III. **GINV NYEI MIENH FAAUX MBUOX & GINV NYEI DORNGX DAUH**

A. **Pouh Tong Zorng-Mbenc nyei Dorngx & Fioux Nzengc nyei Za'eix.**

Bieqc Feix Hlaax caux Hmz Hlaax, “VRE” duqv jiex gorn zorng-mbenc yiem horpc nyei dorngx dauh yiem 7000 65th Street. Naaiv liemh jienv:

- Haih dorh mingh nyei yaang-nqenx yiem nza'hmien maengx dongh zuov jienv an dingc nqenx nyei yaang-gingx
- Yaang-nqenx yiem gong-mienh zoux gong nyei dorngx, liemh jienv lengc jeiv mbenc daaih gorngv waac dinc nyei qongx
- Mbiuv jienv ga'ndiev ndau bun mienh souv nyei dorngx weic zoux ei simv baengc leih go doic nyei leiz
- Dingc ziangx bieqc caux cuotv nyei gaengh
- Nqenx-ndiouh dorh jauv mienh camv bieqc cuotv
- Gong-mienh dauh dauh oix zuqc dangh buang nzuih ndie. Kungx dongh zoux gong yiem ganh nyei dieh caux leih go mienh camv 6 zaux wuov deix maiv zuqc buang hhangv. Gong-mienh haih dingh hitv kuonx norm-norm ziangh hoc weic zipv siang-nziaaux.
- Biux mengh camv duqv jiex nyei mienh yiem yietc qongx/dorngx (1 laanh mienh beiv 100 bieie gorgv zaux)
- Maaih baaic biux mengh taux buang nzuih nyei jauv caux maaih buang nzuih ndie bun maiv maaih wuov deix.
 1. Dongh maiv dangh buang nzuih wuov deix mienh, ninh mbuo oix zuqc souv yiem nqa'haav nqenx nyei yaang-gingx, leih 6 zaux go, a'fai dangh buang hmien nyei ja'sic.
- “CDC COVID” Domh Fangx
- Zorqv heuc mienh nyei namh mber nyei za'eix yiem zuov nyei dorngx
- Fioux buoz nzengc nye indie yiem buangv zoux gong dorngx
- Fioux Nzengc nyei Qorng Zeiv (**Sou-Jaa H**)
 1. Oix zuqc zoux ei Simv Baengc Sou-Daan (MSDS) doix Meiv Guoqv Hungv Jaa Mbungh Baengc Jiu Tong nyei Gorn “US OSHA Hazard Communication Standard” nyei leiz caux yietc zungv siang-ndie dorh bieqc daaih longc oix zuqc zaah caux jaa bieqc “MSDS”.

Borqv jienv mingh, gorng-mienh horpc zuqc yiem biauv se gorngv ninh mbuo maiv wangc siangx. Ih zanc maaih ziangx seix buonh sin jorm-namx nyei jauv. Faux Mbuox Ginv nyei Mienh guv jienv zoux gong caux “Sacramento” Kau Dih Zorc Baengc nyei Bieiv Zeiv weic yietc zungv ginv nyei jauv-louc.

B. Ginv Mienh Daan nyei Yietv-Nyeic. Ih zanc ginv mienh daan nyei yietv-nyeic haih jiex gorn 29 hnoi ndaangc Ginv Mienh nyei Hnoi, “VRE” oix zaah zipv bieqc nyei sou-horng tengx dingc taux horpc nyei ziangh hoc jiex gorn liuc leiz fungx bieqc daaih ginv mienh nyei sou-daan. **Sou-Jaa I** zorng-mbenc qorng-zeiv taux simv baengc nyei za’eix. Bieqc Qongx nyei Soux Mouc oix zaah dimv muonc caux zanc-zanc oix zuqc zoux ei, liemh jienv Saauv Ginv Mienh nyei Sou-Daan nyei qongx. Yiem lengh caux longc dienx dimv mangc nyei za’eix ih zanc ca’laangh jienv nyei. Haih suiv dorngx zeiv-yaang dongc duqv mbenc ziangx, caux jienv “PPE” yietc zungv gong-mienh caux ginv nyei mienh. Ih zanc corc ca’laangh jienv taux nqenx mienh nye ndie-mbaeqc.

C. Samx Mangc/Siou Gouv nyei Mienh. Yiem yietc zungv Ginv Mienh nyei Dorngx, Samx Mangc caux Siou Gouv nyei mienh oix zuqc zanc-zanc dangh jienv buang nzuih ndie. Yiem “VRE”, Samx Mangc nyei Mienh dongh yiem dingc yietc norm dorngx gauh lauh 15 buon oix zuqc dangh buang nzuih CAUX buang hmien nyei ja’sic. Leih doic go nyei leiz yaac oix zuqc zoux ei. “VRE” ih zanc zaah jienv taux oix zuqc zoux ei leih go doic caux yiem nqaengc nyei leiz, beiv hhangv yiem dienx bieqc cuotv samx mangc, mangc fangx-nangh yiem dienx bun taux Ginv Mienh nyei Muonz saauv caux fungx nzuonx, caux ziux mangc yiem njongc a’fai domh zeiv-linh. Jiex mingh, Samx Mangc caux Siou Gouv nyei Mienh oix zuqc ja’ndaangc dingc ziangx, la’guaih bieqc nyei mienh se maiv zipv. Maaih dingc ziangx nyei dorngx yiem zoux gong dorngx bun Samx Mangc caux Siou Gouv nyei mienh souv.

IV. TONG FIENX BUN GANH DAUH & JIU TONG

A. Ginv yiem Fienx: Yietc zungv Ginv yiem Fienx nyei sou-gorn oix liemh jienv:

- Ginv mienh nyei sou-daan
- Siqv-lunx Fungx Nzuonx nye Fienx-Mbuoqc
- Yie ginv liuz aqv “I Voted” zeiv-nyiouh dapv jienv
- Wangc Siangx nyei Ginv Dapv Jienv (Siang) **Sou-Jaa J**

Ginv nyei mienh oix kuinx taux fungx nzuonx ninh mbuo ginv nyei sou-daan nziouv, yiem fungx fienx fai dorh mingh dapv Ginv Mienh Zipv Fienx Faang. “VRE” oix borqv jienv zaah dimv naaiv deix jauv-louc caux Meiv Guoqv Fungx Fienx Gorn. Bieqc dorngc hnyouv taux

Ginv Yiem Fungx Fienx, caux doix-dangc Ginv Yiem Fungx Fienx nyei leiz, oix borqv jienv mingh benx longc jienv nyei hoc-dauh yiem “VRE” tong fienx bun ganh dauh nyei za’eix.

B. Maaih Mbienc nyei Ginv yiem Fienx (AVBM). Naaiv kang za’eix oix mbenc daaih bun yietc zungv ginv nyei mienh jiex gorn yiem 29 hnoi ndaangc Ginv Mienh nyei Hnoi jiex gorn. Yiem naaiv norm qangx zungv maiv maaih yuoqc mienh a’fai tong fienx nyei jauv mv baac gong-mienh oix taan naaiv deix jauv-louc bun ginv nyei mienh yiem fonh a’fai “email”, maiv gunv ninh mbuo maiv zoux baeng/yiem ziqc koiv a’fai benx waaic fangx mienh. “VRE” longc naaiv nyungc za’eix yiem ginv nyei hnoi fatv jienv daaih, jiex gorn Ziepc Hlaax 27 dongh zaih nyei hnoi yiem fungx ginv mienh nyei sou-daan cuotv bun ginv nyei mienh. Benx cuotv daaih nyei jauv-louc haih tiuv “USPS” fungx fienx gorn haih tiuv taux tong fienx bieqc cuotv nyei za’eix.

Porv mengh waac duqv jaa bieqc “AVBM” nyei gorn dongh ginv nyei mienh can ginv COVID-19 benx yietc nyungc za’eix taux weic haaix diuc ninh mbuo longc naaiv nyungc za’eix. Tov doqc mangc [demo site](#) taux naaiv deix waac.

C. Ginv nyei Gorn nyei Yietv-nyeic. Waac-box oix fungx cuotv bun yietc zungv ginv mienh nyei mienh caux an jienv “VRE” nyei “website” box bun ginv nyei mienh porv mengh taux ganh mingh gorn ginv nyei jauv-louc. Oix kuinx ginv nyei mienh hngv naaiv nor zoux:

- Dangh jienv nzengc nyei buang hmien ga’naaiv
- Dorh kuh daapv nyei heih yiem baeng douz zuov nyei ziangh hoc
- Dorh ninh mbuo Kau Dih Ginv Mienh nyei Sou-Fienx Sou-Guv weic tengx jiu tong yiem faaux mbuox bieqc caux dau Ginv Mienh nyei Nyungc Zeiv weic zanv ziangh hoc yiem ginv nyei dorngx
- Mbuox Ginv Mienh Gorn Zaang nyei gong-mienh hiuv se gorngv meih maaih buonh sin waaic fangx caux qiemx zuqc mienh tengx nor

“VRE” jiu tong jienv caux “Sacramento Kings” caux buonh deic juangc gong zoux nyei guanh guv jienv gorngv taux longc jienv taux longc jienv haic bun mienh ginv nziouv caux simv cuotv baeng douh ndaauv nyei jauv yiem Ginv Mienh nyei Hnoi. Weic oix zuqc zoux ei leih go doic nyei leiz caux jamv mienh zoqc njiec yiem ginv mienh nyei dorngx, baeng douh zuov nyei jauv ndongc haaix zungv ndaauv nyei.

D. Njiec Qaqv Jiu Tong caux Ganh Dauh. Dongh maaih ziex kang jauv-louc oix zuqc dingh njiec weic COVID-19, beiv hngv yie mbuo nyei

“High School Mock Election, “VRE” Tong Fienx nyei guanh aengx borqv jienv lorz ganh nyungc longx nyei za’eix tong fienx jangv cuotv bun horngc zaangc mienh.

Longc nyei za’eix liemh jienv:

- Fungx ja’sic cuotv bun maaic ga’naaiv-nyanc nyei hei, ganh fingx mienh koi nyei poux dongh jiex daaih maaih ginv nyei mienh yiem zoqc nyei dorngx
- Fungx ja’sic cuotv bun fungx nyanc hopv cuotv nyei domh dorngx caux zaah COVID baengc nyei dorng
- Fungx ja’sic cuotv bun horqc dorng
- Fungx ja’sic cuotv bun dongh tengx jienv mienh nyei gorn zaangc
- Zimh lorz laangz zaangc mienh maaih buangh doic yiem dienx taan taux oix daaih nyei ginv mienh hnoi, maiv guonv duqv l buon hhangv.
- Taan gouv bun buonh deic yienx sou caux taan fienx cuotv nyei gorn
- Longc dienx tong fienx caux fungx ja’sic taux loh, domh ndie-dorng, goux baengc mienh nyei dorngx, caux goux mienh gox nyei biau
- Kau Dih Juangc Jiu Tong nyei Bieiv oix tong fienx yiem dienx caux “El Dorado, Nevada, Placer, San Joaquin, Stanislaus, Sutter, Yolo”, caux “Yuba” mungv. Taan 30 buon waac bieqc dienx daaih, tong fienx yiem “digital”, caux yiem dienx nyei zix kang jauv-louc yiem Juov Hlaax caux Ziepc Hlaax. Maaih norm “jiex gorn” yinh yiem Juov Hlaax 17 yiem “West Sacramento Post Office”. Oix porv mengh muonc cuotv.
- “Sacramento” oix borqv jienv longc fih hhangv nyei za’eix tong fienx bun laangz zaangc juangc gong guanh ei [Sou-Jaa C](#) nyei daan doix jiex gorn Ginv Mienh Gorn Zaangc nyei Yietv-nyei, aengx juangc caux “Slavic Chamber of Commerce” nyei gorn weic tengx tong fienx yiem yienx daaih nyei sou, taan fienx cuotv yiem dienx, caux zoux doic yiem laangz zaangc caux buoqc zaangc nyei bieiv zeiv.
- “Sacramento Kings” oix tong fienx cuotv caux “Regional Transit” dorh mienh bieqc cuotv nyei gorn caux bun maaih maiv zuqc cuotv nyaanh bieqc domh cie fai cie-ndaauv yiem Ginv Mienh nyei Hnoi.

E. Ja’sic & Za’eix:

- [Voter Registration & Elections November General Toolkit](#)
- [Voting by Mail in Sacramento County](#)

SACRAMENTO COUNTY
VOTER REGISTRATION AND ELECTIONS
2020 Presidential Primary Election
County Voter Information Guide



If you want to view your County Voter Information Guide, you may see an electronic copy by visiting:

<https://pollingplacelookupen.saccounty.net>

Si desea consultar la Guía de Información para el Votante del Condado, puede obtener una copia electrónica visitando:

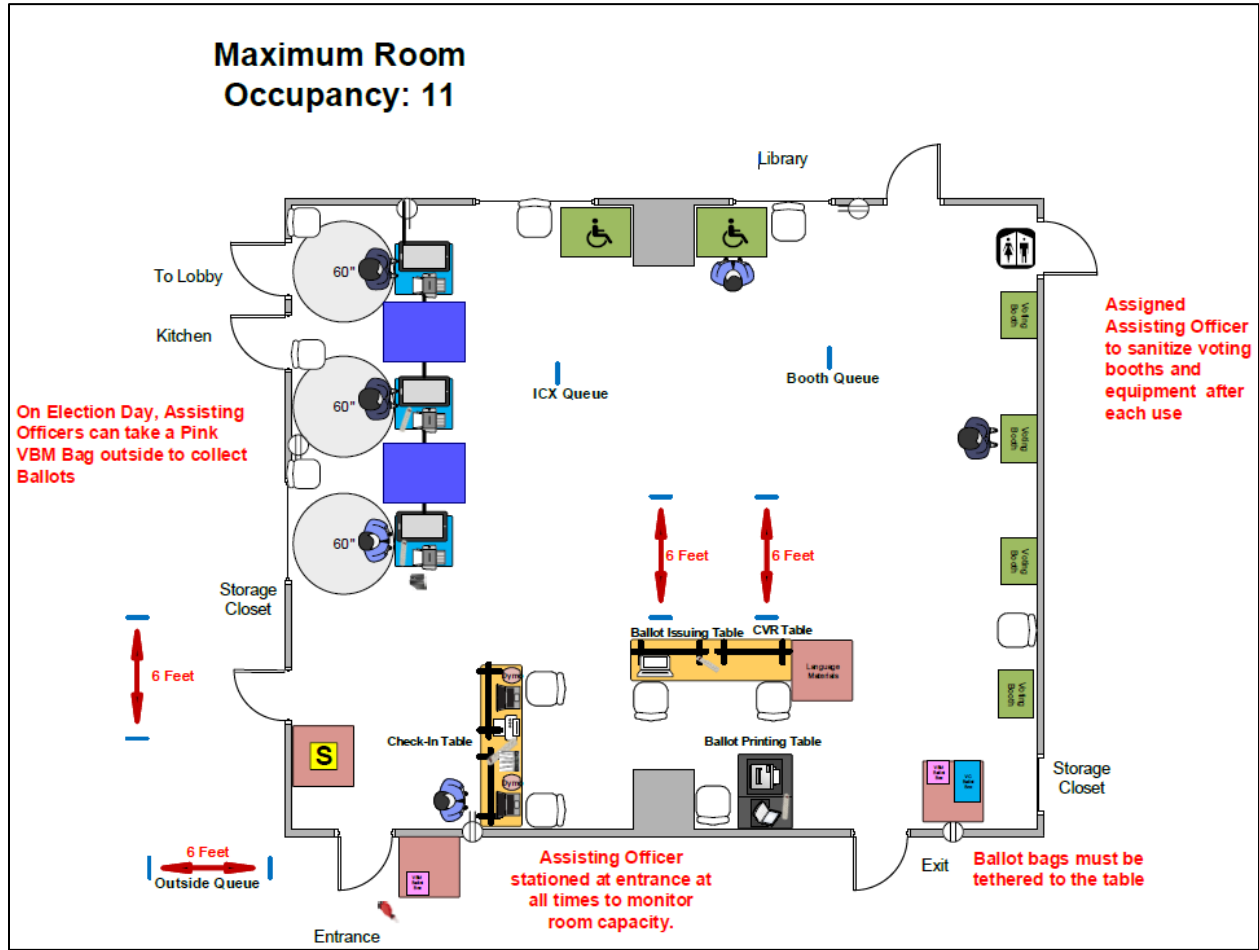
<https://pollingplacelookupen.saccounty.net>

如要查看《縣選民資訊指南》，可造訪以下網站上的電子副本：

<https://pollingplacelookupen.saccounty.net>



Sou-Jaa B – Zorng-Mbenc Ginv nyei Dorngx nyei Nyungc Zeiv



Sou-Jaa C – Fioux Nzengc Ginv nyei Dornngx nyei Yietv-nyeic



COVID-19 Vote Center Disinfectant Assignments County of Sacramento

Inspectors: It is your responsibility to ensure disinfectant procedures are being carried out daily and throughout the voting period as needed. Please initial at the start of each day once assignments are complete.

Full disinfecting should begin at the beginning of each day, instead of the end, because the virus starts to degrade on hard surfaces almost immediately. For your protection, we ask you count the ballots (with gloves) and leave everything where it is to clean the following day. *Exception:* if the Election Officer will not be returning the next day, then the cleaning must be don't that evening prior to close.

PLEASE KEEP THIS IN THE VOTER CENTER GUIDE BINDER.

Important:

- Use of MG Chemical 70% Isopropyl Alcohol will be used for disinfecting all technology, materials, and surfaces. PLEASE spray the solution into the ULINE cloths to wipe, not directly on the equipment/surfaces. Gloves and a mask MUST be worn during disinfectant procedures.
- Gloves and masks must be word by Election Officers at all times. Breaks/lunches are encouraged to be outside so Election Officers can remove their masks and breathe fresh air. Encourage numerous breaks outside.
- All opening and closing assignments must be performed with masks and gloves. Once set-up/take down is complete, the gloves shall be disposed of immediately.
- All Election Officers are required to disinfect their assigned stations each morning, or disinfect their station each night before they leave if they will not be returning to that station.
- Assisting Officers are required to monitor voter behavior and disinfect ANY items the voter touches after use. AO's assignments MUST be done after every voter. In addition, any materials left over at booths, tables at the end of the day must be disposed of. Refer to your manual for abandoned ballot procedures, these are the same.
- If possible, doors mu regularly disinfected.
- The Ballot Bags mus return.

Position	Assignment	Initial Start of Day
Check-in Officers	Check-in Laptops	___ ___ ___ ___
	DYMO Labelers	___ ___ ___ ___
	Mouse	___ ___ ___ ___
	USB Keys & Orange Bag	___ ___ ___ ___
	Desktop Printer	___ ___ ___ ___
	Applicable cords	___ ___ ___ ___
	File Organizer	___ ___ ___ ___
	Cradlepoint & cables (only if touched)	___ ___ ___ ___
	Tables & Chairs	___ ___ ___ ___
	Plastic Barriers	___ ___ ___ ___
Ballot Officers	ICX Activation Laptop & Card Reader	___ ___ ___ ___
	ICX Activation Cards	___ ___ ___ ___

Sou-Jaa D – Ginv nyei Dorngx nyei Baaic nyei Nyungc Zeiv (MAIV GAENGH ZIANGX)

WE ARE PRACTICING SOCIAL DISTANCING

We are implementing the mandatory social distancing protocols, as per the Sacramento County Public Health Order until it is extended, rescinded, superseded or amended by the Health Officer.

Avoid entering the facility if you have a cough or fever

Maintain a distance of 6 feet from others

Sneeze or cough into a cloth or tissue, if not available, use your elbow

Do not shake hands or engage in any unnecessary physical contact

Max # of customers allowed at one time:

SACRAMENTO COUNTY

NOTICE

AVISO

CHINESE

WE ASK THAT YOU MASK

LE PEDIMOS QUE USE CUBREBOCAS

CHINESE



Attention Observers, Campaign Representatives, and Poll Watchers:

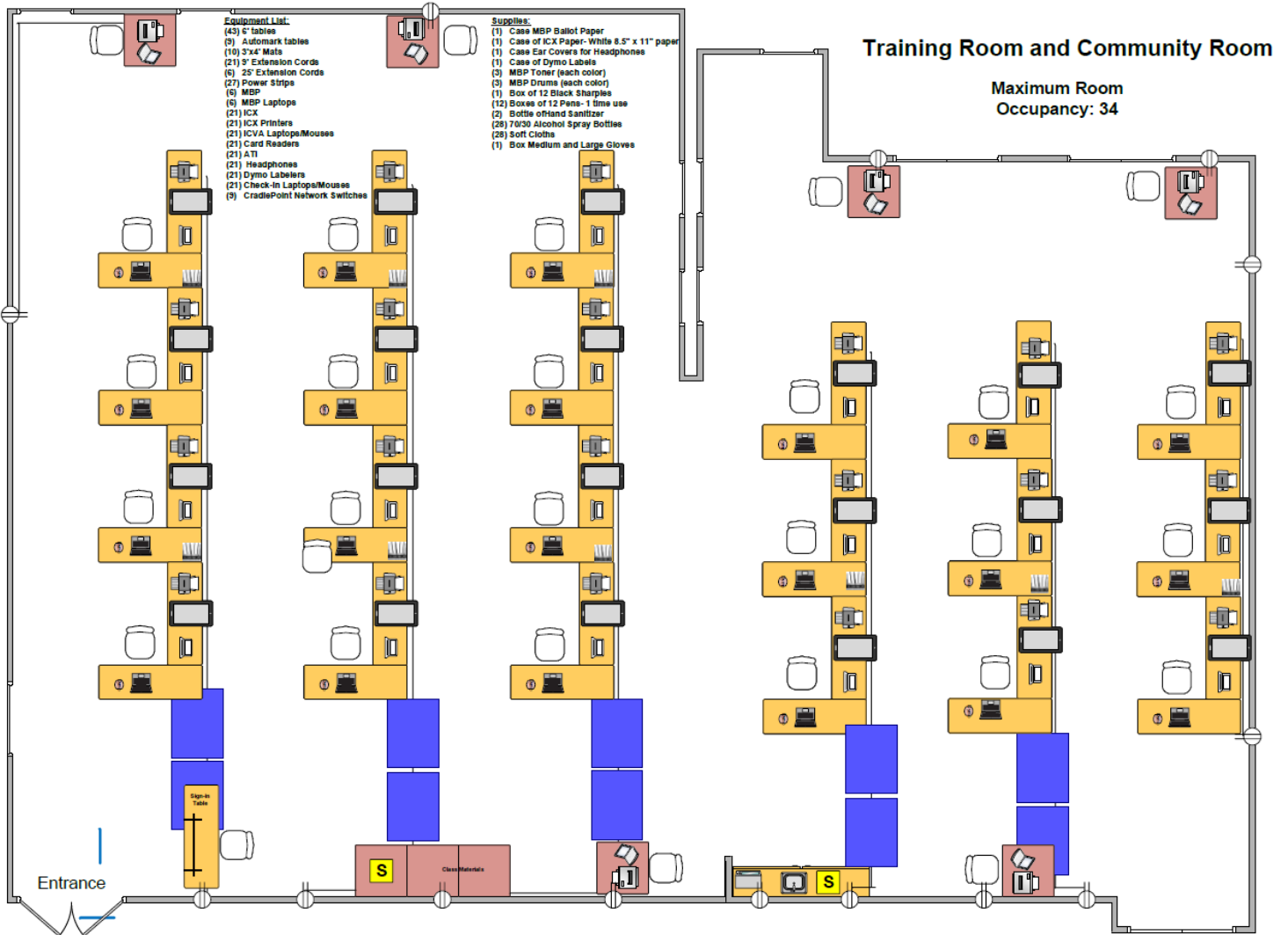
Due to social distancing requirements, only a limited number of people will be allowed in the voting area at one time. Please respect and prioritize the needs of the voters before entering the voting area. You must identify yourself to the Vote Center staff upon entry to the voting area.

Masks are required inside the voting area at all times. You must maintain a distance of least 6 ft away from all voters and Vote Center staff.

Violators will be asked to leave the voting area immediately and will not be permitted back into the building.

Thank you for your respect and cooperation.

Sou-Jaa E – Mbenc Njaaux Ginv Mienh nyei Gong-Mienh Yiem nyei Dorngx Dauh



Sou-Jaa F – COVID Njaaux nyei Nyungc Zeiv

Voter Registration and Elections
Courtney Bailey-Kanelos
Registrar of Voters



County of Sacramento

Divisions
Campaign Services
Outreach
Precincts
Registration
Vote by Mail
Voting Systems & Technology

COVID-19 Work Training

Prevention

The recommendations below will assist in preventing the virus from spreading.

Hand Hygiene

Washing Methods

- With soap and water for at least 20 seconds (hum the Happy Birthday song)
- Use hand sanitizer if soap and water are not available (with at least 70% isopropanol)
- Handwashing stations and/or hand sanitizing supplies are provided at the workplace. Please remember to use them frequently. To see specific locations and supplies, refer to your Worksite-Specific COVID-19 Plan.

Washing Frequency

- Before and after work shifts
- Before and after work breaks
- After blowing your nose, coughing, or sneezing
- After using the restroom
- Before eating or preparing food
- After putting on, touching, or removing cloth face coverings

Centers for Disease Control and Prevention Website

- Visit the [CDC website](https://www.cdc.gov/handwashing/when-how-handwashing.html) for more information regarding hand hygiene
- <https://www.cdc.gov/handwashing/when-how-handwashing.html>

Etiquette

Coughing and Sneezing

- Cover your mouth and nose with a tissue when you cough or sneeze
- Throw used tissues in the trash

Sharing Items

- Avoid sharing phones, mobile communication devices, desks, offices, or other work tools, supplies, and equipment, when possible
- If necessary, clean and disinfect shared items before and after use
- Never share Personal Protective Equipment (PPE) or face coverings
- Avoid sharing personal items with coworkers (e.g. dishes, cups, utensils, towels, etc.)

Social Distancing

- Avoid large gatherings
- Maintaining distance (six feet or more) from others when possible both at work and off work time
- Avoid close contact with people who are sick. Remember that some people without symptoms may be able to spread virus

Greetings

- Use non-contact forms of greetings.
 - Do not shake hands or other contact greetings.
 - Some non-contact greetings include nodding your head, pressing your hands together and nodding, lifting your hand in front of your eyes with your palm in, waving, verbal greetings, etc.

Regardless of what method of greeting you and your workplace choose to use, practice frequent [handwashing and hand sanitizing](#)

Face Coverings

Precautions

It is important to avoid coming to work if you are experiencing any of the following:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea
- If you or someone you live with has been diagnosed with COVID-19

Stay home when you are sick

- Follow your absence reporting procedures
- Contact and follow the advice of your medical provider
- Employees with acute respiratory illness will be sent home

Inform your supervisor if someone at home is sick with COVID-19

Symptom Checker Through Self-Screening

Follow the CDC guidelines for self-screening and taking your temperature. Some common symptoms include:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

*This list is not all possible symptoms

If you do have symptoms, contact and follow the advice of your medical provider. For severe symptoms including persistent pain or pressure in the chest, confusion, or bluish lips or face, seek emergency medical attention.

Protect the wearer and are not Personal Protective

Protect people near the wearer, but do not replace the need for frequent handwashing. Employees wear face coverings/masks (unless they have an exposed nose, mouth, and chin) in all indoor public space, including common areas, and in outdoor public space when visited by members of the public, regardless of whether the public is present at the time. Examples include hallways, stairways, elevators, and parking

Use a designated area where other people are present when unable to

Use designated public spaces when maintaining a physical distance of 6 ft. when feasible

Wear that face coverings/masks when driving and when others are present

Sou-Jaa G – Bun-jaiv La'nyauv Sic nyei Za'eix



Election Officer De-escalation Tips County of Sacramento

Allow all voters with or without a face covering into the voting area, regardless of reason (refusal, medical reasons, etc). Let them know additional time is needed for safety protocols. **No voter shall be turned away if they are not wearing a mask.**

Phrases:

- "Your right to vote is going to be respected. Please give us time to organize the area to allow additional physical distance between you, our fellow election workers and other voters"
- "We are doing the best that we can, we ask for your patience"

Key Elements:

- Speak with a calm voice at a normal volume.
- Communicate with posture and expression that you are confident the voter will understand that their right to vote will be respected.
- Resist the urge to engage on the underlying objection or theories
- Repeatedly use words like "You're going to get to vote" or "We will get you to the voting booth as quickly as possible"
- Remember that serving the voter quickly, with less conflict, will best ensure your safety and that of other workers and voters.
- Have more than 1 worker present in any situation of conflict – one deescalating while the other evaluates the intensity of the situation
- Have a plan for calling in additional help from security or law enforcement
 - Code phrase to alert staff: "Is Jamie here?" when no one named Jamie is working
 - Save important numbers in personal phones

When to escalate: We will not tolerate any inappropriate behavior or harassment of election staff or voters. Voters that do not cooperate shall be asked to leave the voting area.

- Ask the voter to step outside and offer a ballot "to-go" where the voter can complete their ballot outside and deposit in the pink ballot bag.
- Call 911 for immediate emergency or contact local law enforcement
- Give the voter the direct line to our Registrar of Voters, Courtney Bailey-Kanelos: (916) 875-6060 for any complaints.

Sou-Jaa H – “VRE” Fioux Nzengc nyei Qorng Zeiv

Cubicle/Office	Recommended Cleaning Schedule	Assigned to
Phone	Twice Daily	All Staff
Keyboard/Mouse	Twice Daily	All Staff
Desk Surface	Twice Daily	All Staff
Office Door Handles (if applicable)	Once Daily	All Staff
Doors/Handles	Recommended Cleaning Schedule	Assigned to
Lobby Push Handles	Twice Daily	CS/VBM
Lobby to Shared Restrooms	Twice Daily	CS/VBM
Lobby to Office Area	Twice Daily	CS/VBM
South Warehouse Entry	Twice Daily	Warehouse
Training Room	Once Daily or more as needed	Last user
BOD Room (2 doors)	Once to Twice Daily depending on use	VBM
Quiet Room	Once Daily	CS
Petition Room	Once Daily	Registration
Ballot Counting Room	Once Daily, if entry	VST
Breakroom to Warehouse (if not propped)	Once Daily	Warehouse
Gated area to Small warehouse	As needed	Warehouse
Gated area to Large Warehouse	As needed	Warehouse
Man Door by North Roll Up	As needed	Warehouse
Admin Area to Small Warehouse	Once Daily or more as needed	Warehouse
Exit Door - Registration to South Parking Lot	Once to Twice Daily depending on use	Registration
Warehouse Exit Doors (Northwest and Southwest Corners)	As needed	Warehouse
Disclosure Room Handles	Once Daily or more as needed	CS
Breakroom	Recommended Cleaning Schedule	Assigned to
Door - Breakroom to Patio	Twice Daily	Admin
Door - Ice room	Twice Daily	Admin
Breakroom Tables	Once Daily or more as needed	Admin
Kitchen Counter	Once Daily or more as needed	Admin
Refrigerator Handles	Twice Daily	Admin
Water Dispenser Controls	Twice Daily	Admin
Microwave Doors/Control Panel	Once Daily or more as needed	Admin
Restrooms	Recommended Cleaning Schedule	Assigned to
Door Handles	Twice Daily	Facility Manager
Faucet Handles	Twice Daily	Facility Manager
Counter Tops	Twice Daily	Facility Manager
Flush Handles	Twice Daily	Facility Manager
Water Fountain Push Bars	Twice Daily	Facility Manager
Soap Dispenser	Twice Daily	Facility Manager
General Office	Recommended Cleaning Schedule	Assigned to
Counter in Lobby	Once daily, as needed once open to public	CS/VBM
VBM Tables	Once before use then daily as needed	VBM/Registration
Computer Terminals @ Phone Bank	Once before use then daily as needed	Registration
Registration Coffee Bar (counter, soap dispenser and water faucet handle)	Once before use then daily as needed	Registration
Mail Table - Campaigns	Once daily or more as needed	CS
Shared units (copy, fax, printers, scanners, projectors)	After use	By user, after use
Light Switches	Once daily, or more as needed	Last one to leave, by section
Vehicles	After use	Last user
Computer Terminals @ Lobby	Once daily, as needed once open to public	CS/VBM, after use

Sou-Jaa I – Zorng-Mbah Ginv Mienh nyei Yietv-nyeic

