

# Observation Rules for Candidate Filing

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Observation of the Secretary of State's review process is intended to provide filers the chance to observe how security and impartiality standards are upheld during petition processing. This document outlines who may observe the filing process and the expected behaviors during observation.

The Secretary of State's Office will permit **one observer per campaign** during the filing process. The observer may be the candidate or a designated member of the candidate's team. An observer may be present for filing's intake, preparation, and scanning process. Signature review is conducted electronically, and copies of the electronic images of petition sheets with review markup will be available after the filing has been processed.

We know that the public expects our office to process filings thoroughly and efficiently. Because our team will be hard at work accomplishing this goal, we ask that observers uphold the following expectations while in the review workspace:

- **Electronics:**
  - Observers should go to the lobby to take or make calls.
  - Photographs, videos, or recordings (including audio) are not permitted in staff workspace.
- **Location:** Observers will be permitted in the following designated areas:
  - Intake filing room
  - Scanner prep station
  - Scanner workstation
  - Restrooms
- **Time:** The candidate's observer should be designated at the time of filing.
- **Behavior:**
  - Observers may not touch the filing sheets, folders containing sheets, or the boxes once given to our office (Exception: QC verification upon staff notification)
  - Please direct questions or issues to the SOS staff supervisor.
  - Please be respectful to anyone working in or sharing our office space.
  - Observers will be expected to follow the Center for Disease Control's guidance to reduce the spread of COVID-19 by wearing a **face covering/mask** at all times.
- **Review process:** Due to time constraints, we will not be able to provide signature updates during the processing. Once processing is complete, the candidate will receive a final filing receipt with the signature total.

Any questions about the observation process should be directed to [cdyster@azsos.gov](mailto:cdyster@azsos.gov).

***If the above rules are not followed, the Secretary of State's Office will inform the observer and the observer may be required to leave.***