

Ohio Secretary of State

Election Night System Reporting Requirements

Summary

Each voting system in use in Ohio must have the capability to export files in specified-formats which may then be uploaded through the Ohio Secretary of State County Submission System (CSS) to report those results as required by law (R.C. 3505.27(C)).

This document outlines the various files each voting system must export as well as other reporting capabilities each voting system must possess.

General Reporting Requirements

The voting system shall:

1. Provide the ability to custom design a report to include the following information in total or in part:
 - a. Name of county;
 - b. Name of election;
 - c. Political subdivision and party involved – separate reports should be available for each subdivision and party;
 - d. Date of election;
 - e. Type of report;
 - f. Total number of registered voters in each political subdivision and total number of registered voters in each race, and, where applicable, a breakdown by party;
 - g. Total number of registered voters in each voting precinct, including the option to provide a sub-listing when the precinct is split;
 - h. Total number of ballots cast by a voter (which details the count of the first page cast, not the total number of ballot pages that were cast);
 - i. Total number of pages of ballots cast; and
 - j. Provide for the formatting of election results by capturing election data embedded in the data base and producing specialized reports (i.e., a report of votes by multi-member district, legislative district or congressional district).
2. Provide a report of precincts reporting results and a listing of precincts not reporting results.
3. Provide for report customization through reformatting the manner in which data is displayed.
4. Provide for the resetting of results for an already counted precinct and re-counting of that same precinct in the event of errors in transmission.
5. Provide individualized sample ballot information for reproduction and distribution.
6. Provide exports necessary for the automatic transmission of election results.
7. Provide for the export of results in file format provided by the Secretary of State.
8. Provide for the file naming convention provided by the Secretary of State to be read by the SOS County Submission System to ensure that a file cannot be upload more than one time.
9. Provide for the import into its Election Management System (EMS) and subsequent export of the following:
 - a. SOS Candidate ID Codes;
 - b. SOS State Issues ID Codes; and
 - c. SOS Precinct ID Codes.
10. Provide for the storage of election results in any format requested.
11. Provide for election results to be formatted and produced in such a manner as to allow reproduction for printed distribution upon request.
12. Provide for:
 - a. Reporting of ballots cast from higher-aggregate levels down to finer-level of detail, including:

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- i. If a multi-sheet ballot, report only the casting or counting of page one of the ballot (which should reflect the total voters);
 - ii. If a multi-sheet ballot, provide the option to report the total number of pages of the ballot cast or counted;
 - iii. Summary-level reporting;
 - iv. Reporting by precinct and splits of precincts; and
 - v. Reporting of ballots cast by precinct and precinct-split by party
 - b. Reporting of contests from higher-aggregate levels down to finer-levels of detail, including:
 - i. Summary-level reporting;
 - ii. Reporting by precinct and splits of precincts;
 - iii. Reporting by ballot type, e.g., absentee, election day, provisional, other; and
 - iv. Reporting by device type and specific voting device.
 - c. Major elements such as contests, geopolitical units, and parties include the capability to support multiple types of identifiers and cross-references.
 - d. The voting system must have the capabilities to turn off the reporting and exporting of data until ENR components are constructed to report such data and to allow for the flexibility.
13. Include elements of National Institute of Standards and Technology (NIST) Special Publication 1500-100 Elections Results Common Data Format Specification Version 1.0.
14. For testing purposes, the system must allow for test data to be manually entered into the tabulation system for any contest, race, or issue.