

**PROPOSED REGULATION OF THE
SECRETARY OF STATE**

LCB FILE NO. R106-211

**The following document is the initial draft regulation proposed
by the agency submitted on 11/23/2021**

PROPOSED REGULATIONS OF THE SECRETARY OF STATE

ELECTIONS DIVISION

LCB File No. _____

Section 1. Chapter 293 of NAC is hereby amended by establishing the provisions set forth in Section 2, inclusive of this regulation.

Sec. 2.

NAC 293.____ Annual Forensic Signature Verification Training (NRS 293.124, 293.247, AB321 (2021))

1. No later than October 1 of each odd-numbered year, the Secretary of State will publish a list of approved courses on forensic signature verification. Each approved course must include a written test and an established basis for determining a passing score.

2. No later than April 1 of each year, all county and city clerks and members of their staff whose duties include handling mail ballots must complete a course from the list published in accordance with subsection 1. Any staff who have not taken the approved course may not perform duties that include accepting or rejecting signatures for mail ballots or in-person voting or training temporary workers in those duties. The county or city clerk is responsible for identifying all staff members for which this requirement applies and must collect and submit completion certificates to the Secretary of State by April 1 of each year.

3. The county or city clerk who is conducting an election must include signature verification training in their poll worker training for temporary staff who work in the areas of in-person early voting, election day voting, and processing mail ballots.

4. If a county or city clerk hires new permanent or temporary staff prior to an election and it is not possible for the new staff to comply with the training deadline in order to work for an

upcoming election, the county or city clerk must provide hands-on supervision and training for a minimum of 2 hours from another staff member who has completed the required training before the new staff person may perform signature verification job duties without direct supervision.

5. Staff who have attended training courses from the list published in accordance with subsection 1 in two consecutive years, who have received passing scores in each of those years, and who have been directly involved in signature verification procedures as part of their regular job duties, may take a shorter refresher training course for the each of the next two consecutive years. The county clerk must provide a list of staff members who meet this criteria on an annual basis and provide certification that these staff members have attended and passed the refresher training course.