



## **Triple Check Process**

For each of the procedures outlined in Sections 4 and 5 of the "Procedures Document for Certification" document, each requirement will be evaluated by three individuals of the state certification testing board.

The goal of this three-level evaluation process is to provide accurate documentation to support the findings of the voting systems testing board and to allow for outside, independent evaluations to re-create the procedures of the secretary of state's office.

### **Check**

First, the initial reviewer, a member of the testing board, will provide a thorough review and documentation of events and statuses. Additional photographs, photocopies and digital video will be attached as supporting documentation. Upon satisfaction, the reviewer will indicate a result in the *results summary box* in preparation for the second reviewer.

### **Double Check**

The next reviewer will evaluate the documentation made in the first review and make a determination as to whether the documentation supports the observations, findings, and results summary.

A note will be made in the *results summary box* of the second reviewer's findings. The second reviewer may request that the first reviewer re-evaluate or attach additional documentation to support their findings. The second reviewer may observe the findings during the testing conducted by the first reviewer, or independently conduct their own tests.

### **Triple Check**

Finally, if the first and second review findings are in agreement, the supervisor will evaluate the documentation, findings, test log, procedures, variances, and observations of both reviews to determine if that:

1. The documentation is sufficient and accurate to support the findings
2. The specific observations and findings are detailed and support the results summary, acceptable compensating controls, and final test status; and
3. The final test status agree with federal testing results and vendor documentation; otherwise, documentation of any discrepancy will be filed with the vendor.