

Primary Election Process

Party Executive Committee
Certification

Presented by: Elections Division of the
Mississippi Secretary of State's Office



DELBERT HOSEMANN
Secretary of State

Qualify Candidates

- Candidates qualify with appropriate State Party Executive Committee.
- Party reviews candidate qualifications, certifies candidates and prepares official sample ballot.
- Party provides official sample ballot to County.



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Secretary of State

Written Agreement

- County Party Executive Committee may enter into written agreement with County Election Commission and Circuit Clerk, if necessary.
- Duties that may be delegated to the County under an agreement include: training poll workers, appointing poll workers, distributing ballot boxes, printing ballots, distributing ballots, and canvassing election returns.

Reference: Miss. Code Ann. Section 23-15-266



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Select and Train Poll Workers

- County Party Executive Committee makes arrangements for poll worker training and sees that training is conducted.



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Approve Ballot

- County Party Executive Committee approves SEMS ballot information used to program voting machines.



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Approve Printed and Audio of Ballot

- County Party Executive Committee approves printed and audio versions of ballots previously provided to County.



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Prepare Voting Machines

- Voting Machines are prepared for the Primary Election using ballot information approved by the County Party Executive Committee.



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Test Voting Machines

- Voting machines are tested and approved for use in the primary under the supervision of the County Party Executive Committee. Upon approval, voting machines are sealed.



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Deliver Voting Machines to Precincts

- Voting Machines are delivered to precincts and set up for election by the County Officials.



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Pick-up Election Supplies

- Voting Machine memory cards, ballots, poll books and supplies are picked-up from the courthouse by Party Receiving/Returning Managers



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Load Machine with Memory Cards

- Machines are loaded with memory cards and zero tapes are printed by Executive Committee Precinct Opening/Closing Officials.



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Open Polls

- Polls are opened, election is conducted, and polls are closed by the Party Poll Workers.



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Close Polls

- Voting Machine votes are totaled, reports are printed and memory cards are removed by Executive Committee Precinct Opening/Closing Officials.
- The Party poll workers post the primary results at the precinct.



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Returning Supplies to Courthouse

- Voting Machine memory cards, ballots, poll books and supplies are returned to the courthouse by Party Receiving/Returning Managers.



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Tabulate Results

- Results from each precinct are tabulated and printed at the Courthouse under the supervision of the Party's Executive Committee.



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GEMS Report

- GEMS REPORT (compiled from Voting Machine memory cards) is provided to Executive Committee.



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Gems To SEMS

- Unofficial results are imported into SEMS at the Courthouse by county officials under the supervision of the Party Executive Committee.



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Canvass of Votes

- The County prints the unofficial recapitulation ("recap") report for County Party Executive Committee review.
- The County Party Executive Committee canvasses, edits, and approves the SEMS recap report provided to the County Party Executive Committee for review.



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Certify

- Official recap report is printed by the county for certification by the County Party Executive Committee.



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Sign Recap Reports

- Signed recap reports and certification are delivered to Secretary of State, Circuit Clerk and Election Commissioners.



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Final

- Election entered into SEMS by County officials.



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For information contact:

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