**1S-2.056 Signature Matching Training and Verification**

1. **Online Training Program**. The Division of Elections shall offer an online training signature matching training program for Supervisors of Elections and county canvassing board members including alternates and substitutes. Such program shall be a minimum of two hours. The program shall include modules with questions and answers and is offered through the Florida Institute of Government. The attendee shall be issued a certificate upon completion. The link to the program is .
2. **Training Requirements**.
3. **This Rule Applies To:** Any person whose duties require verification of signatures.
4. **Training Cycle.** Each training cycle begins January 1 of the odd numbered year and expires at 11:59 p.m. on December 31 of each even year. Training certificates expire at the conclusion of each training cycle.
5. **Timing of Training.** The signature match training course for a specific election cycle shall be completed no earlier than six months prior to the first signature match by the individual trainee. Each trainee shall take the training no later than the day before their signature match duties begin.
6. **Training Records.** Each Supervisor of Elections shall retain a copy of his or her own training certificate and that of the other county canvassing board members including appointed alternates and substitutes for retention as part of the county canvassing board records for the applicable election cycle. The Supervisor of Elections shall retain the training records for staff and any person whose duties require verification of signatures. The Supervisor of Elections shall maintain a written record of when an individual completed signature match training and the date of that individual’s first signature match training duties.
7. **Automated signature verification technology**. The canvassing board is the final authority on whether a voter signature matches for purposes of counting ballots. However, the Supervisor, who serves as one of the members of the canvassing board, may perform preparatory signature verification to assist the canvassing board. It is within the discretion of the Supervisor and the canvassing board to use automated signature verification technology to assist in the review process. However, the technology cannot replace the duties and responsibilities of the Supervisor and the canvassing board as the final arbiter as to whether a signature is verified on a ballot certificate or affidavit in support of a ballot.
8. Any automated signature verification technology that is used must:
9. Be calibrated for a match that is based on minimal variance between the signature on the certificate and the signature on file.
10. Comply with the signature matching criteria taught in the Division’s signature match training program.
11. Allow for side-by-side display of the digitally scanned signature image next to an image of at least one signature the county has on file for the voter to facilitate comparison.

(c) Supervisors of Elections shall periodically reconcile and account for the number of ballots in the accepted, challenged, and rejected status if using automated signature verification technology to supplement manual signature matching.

(d) Any integration or interface of the automated signature verification technology with the voter registration database must include strict security measures and recommendations for web and network connected election systems, including multi-factor authentication, encryption, cybersecurity assessments, and vulnerability testing.

1. **Signature matching procedures for ballots**.

(a) **Primary Review.** At least two appropriately trained staff must agree for a determination that the signature matches. If appropriately trained staff determine that the signature on the ballot certificate matches the signature on file, with or without the assistance of automated signature verification technology, and after any statutorily required inspections have taken place, the ballot may be opened and counted in accordance with statutory canvassing processes.

(b) If appropriately trained staff are unable to determine that the signature matches, staff may also use older signatures from previous registration updates as part of the secondary or tertiary review.

(c) A ballot signature must be sent for secondary review if there is:

1. An obvious change in the signature's position (slanted v. straight);

2. A printed signature on one document and a cursive signature on the other document;

3. A difference in the signature's overall size, scale, or proportion;

4. A difference in the signature's individual characteristics, such as how the "t's" are crossed, "i's" are dotted, or loops are made on "y's" or "j's";

5. A difference in the elector's signature style, such as how the letters are connected at the top and bottom;

6. A difference in the speed of the writing;

7. A difference in the spacing;

8. Any discrepancy in spelling or punctuation; or

9. A deterioration of a signature for a voter who resides in any assisted living facility, as defined in s. 429.02, or nursing home facility, as defined in s. 400.021.

(d) If upon secondary or tertiary review or a determination that the signatures do not appear to match, the voter shall be notified of the right to cure pursuant to Sections 101.048 or 101.68, as may be applicable.

(e) The canvassing board shall canvass the ballot certificate and affidavits, in accordance with Sections 101.048(2) or 101.68(2), as may be applicable.

Rulemaking Authority 20.10(3), 97.012(17) FS. Law Implemented 97.012(1), 97.021(17), 100.371(11)(a), 101.048, 101.68, FS. History–New - - .