

REFERENCE TITLE: election procedures manual; legislative approval

State of Arizona
House of Representatives
Fifty-seventh Legislature
First Regular Session
2025

HB 2631

Introduced by
Representative Kolodin

AN ACT

AMENDING SECTION 16-452, ARIZONA REVISED STATUTES; RELATING TO THE CONDUCT
OF ELECTIONS.

(TEXT OF BILL BEGINS ON NEXT PAGE)

1 Be it enacted by the Legislature of the State of Arizona:

2 Section 1. Section 16-452, Arizona Revised Statutes, is amended to
3 read:

4 16-452. Rules; instructions and procedures manual; approval
5 of manual; field check and review of systems;
6 violation; classification

7 A. After consultation with each county board of supervisors or
8 other officer in charge of elections, the secretary of state shall
9 prescribe rules to achieve and maintain the maximum degree of correctness,
10 impartiality, uniformity and efficiency on the procedures for early voting
11 and voting, and of producing, distributing, collecting, counting,
12 tabulating and storing ballots. The secretary of state shall also adopt
13 rules regarding fax transmittal of unvoted ballots, ballot requests, voted
14 ballots and other election materials to and from absent uniformed and
15 overseas citizens and shall adopt rules regarding internet receipt of
16 requests for federal postcard applications prescribed by section 16-543.

17 B. The rules shall be prescribed in an official instructions and
18 procedures manual to be issued not later than December 31 of each
19 odd-numbered year immediately preceding the general election. Before its
20 issuance, the manual shall be approved by the governor and the ~~attorney~~
21 ~~genera~~ CHAIRPERSONS OF THE HOUSE OF REPRESENTATIVES AND SENATE COMMITTEES
22 WITH JURISDICTION OVER ELECTION MATTERS. The secretary of state shall
23 submit the manual to the governor and the ~~attorney-genera~~ HOUSE OF
24 REPRESENTATIVES AND SENATE COMMITTEE CHAIRPERSONS not later than October 1
25 of the year before each general election.

26 C. A person who violates any rule adopted pursuant to this section
27 is guilty of a class 2 misdemeanor.

28 D. The secretary of state shall provide personnel who are experts
29 in electronic voting systems and procedures and in electronic voting
30 system security to field check and review electronic voting systems and
31 recommend needed statutory and procedural changes.