

05/12/2023 - E + 10 SITREPS (PW)

As at 1.37pm on 05/12/2023 prepared by Crispian [REDACTED] approved by Anusha Guler

Distributed to	All GEDT/ELT members												
Key Contacts	Anusha Guler and Crispian [REDACTED]												
Previous ELT SITREP	E+9 SITREPS 13 04122023 - POST ELECTION.docx												
Overview	<p>Summary of the current event</p> <ul style="list-style-type: none"> • Post Election process • Official results week • Reschedule final meeting tomorrow to start at 10.30am 												
Port Waikato by-election	<p>Overseas</p> <ul style="list-style-type: none"> • Waiting for a vote from London current eta is 4.30pm today. • Will inform taskforce of the status of the vote (allowed or disallowed) straight after receiving it. • JP will sign the partial certificate this afternoon, after it has been updated. • Enrolment will be on standby to support. <p>Voting Services</p> <ul style="list-style-type: none"> • Reasonableness checking on results has been completed. • ERSA data to be imported into EMS this afternoon, once Overseas data is finalised. <p>Port Waikato by-election</p> <ul style="list-style-type: none"> • Resolved issue with ERSA/ Post Writ Day (PWD) extract with Adele • Waiting on Overseas disallowed votes numbers to be sent to Electorate Manager • Will sign off final certificate, with all overseas data included, around 10am tomorrow - JP to be arranged. • There will be final checks by the Data Insights team before Comms releases the official results at 5.00pm (tomorrow). <p>Post-Election Actions:</p> <p>Runsheet PW By-election Nov 23.xlsx (sharepoint.com)</p> <p>Note: Please update the master excel document for any updates and not this schedule. Please note that this is NOT a full exhaustive list of actions as it was partially extracted from the master run-sheet.</p> <ul style="list-style-type: none"> • Need to add the quality assurance to the run sheet on all the documentation process. <table border="1"> <thead> <tr> <th>Task Description</th> <th>Status</th> </tr> </thead> <tbody> <tr> <td>E+8 SUNDAY</td> <td></td> </tr> <tr> <td>All ballot papers have been extracted from the counts</td> <td>Completed</td> </tr> <tr> <td>Make adjustments to official count due to extractions</td> <td>Completed</td> </tr> <tr> <td>E+9 MONDAY</td> <td></td> </tr> <tr> <td>Book in Catalyst to prepare website for Wednesday am</td> <td>Completed</td> </tr> </tbody> </table>	Task Description	Status	E+8 SUNDAY		All ballot papers have been extracted from the counts	Completed	Make adjustments to official count due to extractions	Completed	E+9 MONDAY		Book in Catalyst to prepare website for Wednesday am	Completed
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Overseas to perform Official count	In progress
Complete parliamentary official count - special votes	In progress
Extraction day	Completed
Reconciliation of candidate total votes QA	To start
Reasonableness check of SV counts (Monday and Tuesday, depending on timing)	Completed
Create Gazette notice form	In progress
Update SDV disallowed in EMS	To start
E+10 TUESDAY	
Last day to receive postal votes from NZ	In progress
Last day to receive postal votes from overseas	In progress
E + 11 WEDNESDAY	
Attach completed M91-OPS checklist (if you have kept a copy before returning the information to Wellington)	In progress
EMS82 - CERT reasonableness checks	In progress
QA of Final Cert, prior to signing by EM and JP	In progress
Final Cert sign off	To start
After National Office instructs, complete your parliamentary official final certificate of results (EMS82-FINAL) Scan the certificate and attach to task.	To start
Electorate official result certificates	To start
QA Gazette Notice against list of successful candidates	To start
Send Gazette notice xlsx to DIA though portal	To start
Sign off QA documentation to confirm QA is complete	To start
Official results provided to C&E for input into media release	To start
QA of official results statistics posted on website	To start
Official/Prelim Comparison and key stats provided to C&E for input into media release	To start
Receive Gazette proof from DIA	To start
Approve DIA proof for publishing	To start
Declaration of official results - Gazette Notice to be signed by Karl	To start
Publish Gazette Notice	To start

	Official results media release signed off by C&E Manager	To start	
	Official results media release approved	To start	
	Official results media release provided to media	To start	
	EC prepare website	To start	
	Official results published to electionresults.govt.nz	To start	
	Official results media release uploaded to elections.nz	To start	
	Official Result – 6 December 5.00pm	To start	
	Note: People & Culture, Security, Enrolment, IT, Strategic, Engagement & Partnerships, Customer Services, Legal & Policy – Nothing to report		