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Subject: recommendations for the NYS BOE HAVA Implementation Plan

· Training related to disability etiquette and use of Ballot Marking Devices (BMDs), shall be provided by NYS Commission on Quality of Care/Upstate or Downstate PAVA Projects or other disability advocacy agencies with proven knowledge in the use of the machines and disability laws, requirements and etiquette recommended by the PAVA Project Directors.

· Trainers will include people with disabilities and members from the disability community who actively use the BMD and its assistive technology components.

· The booklet of instructions for inspectors prepared by the State Board of Elections shall be developed with the assistance of the NYS Commission on Quality of Care/Upstate or Downstate PAVA Projects or other disability advocacy agencies recommended by the PAVA Project Directors with proven knowledge in the use of the machines and disability laws, requirements and etiquette. The booklet shall contain material on disability etiquette, procedures on the operation of BMDs, and polling place accessibility standards and the surveying process.

· Election inspectors, poll clerks and election coordinators shall receive mandatory instruction on the use of BMDs, disability etiquette, polling place accessibility standards and the surveying process.

· Funds should be used to ensure that voter educational materials are provided in alternative formats. Also, voter registration forms should include a place for people to request materials in alternative formats and accommodations at their poll site.

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