Universal Ranked Choice Voting Tabulator (URCVT) Acceptance Test Procedures

URCVT v.1.2.0, Acceptance Test Procedures v.1.0.0 document is solely for use in the State of New York. This document can be expanded or updated as is necessary or required. Any recommendations listed in this document should not supersede user jurisdiction procedures or other controlling governance entities.

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This Acceptance Test is designed to verify that the Universal Ranked Choice Voting Tabulator (URCVT) is correctly configured and operating properly. Acceptance tests should always be conducted on a new install of URCVT prior to its use in an election. Also, acceptance tests should be conducted when there are significant changes or repairs made to the hardware where the software is installed. Example: If the URCVT computer is sent out for repair or if a new version of the operating system or the URCVT is installed, an acceptance test should be conducted on the URCVT as soon as it is returned.

MATERIALS REQUIRED. In addition to the following, you must know the correct version of your
operating system and your URCVT. The vendor can provide assistance in determining the correct version. Users can also find that information in the *URCVT v.1.2.0 200-NY Installation Instructions for Universal RCV Tabulator - Windows OS v.1.0.0* documentation. The following components of a voting system are required to complete the acceptance testing procedures:

1. One Computer with URCVT installed. Installation instructions can be found in the **URCVT v.1.2.0 200-NY Installation Instructions for Universal RCV Tabulator - Windows OS v.1.0.0** document.
2. Recommended battery backup if user jurisdiction facility does not have generator capabilities in the event of a power failure.

The URCVT computer system, consisting of items 1 through 3 above, should have been set up and tested before beginning this test. IT staff may do this part of the setup if properly supervised by election staff who have been trained in accordance with procedures laid out in the personnel documentation. Requirements are included in the **URCVT v.1.2.0 03-NY System Hardware Specification v.1.0.0** document and the **URCVT v.1.2.0 16-NY System Hardening Procedures v.1.0.0** document.

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VERIFY CORRECT OPERATING SYSTEM AND URCVT SOFTWARE.
Turn on the URCVT computer. As the computer boots up, verify that the correct versions of the operating system and the URCVT software are installed. Compute the hash codes for the URCVT voting system software and compare them with the hash value provided with the trusted build. Refer to the **URCVT v.1.2.0, System Hardware Specification v.1.0.0.** document and the **URCVT v.1.2.0, 200-NY Installation Instructions for Universal RCV Tabulator - Windows OS v.1.0.0** document for procedures and more information.

VERIFY URCVT HARDWARE.
Verify that all hardware components of the URCVT computer are turned on and functioning properly. This includes checks of the printer(s), flash drives, USB port, etc.

Vendor recommendation: When your election management system successfully passes the acceptance test, affix to the top of the computer case a label with the date of the test and the initials of the person conducting the test. This information should also be recorded on the access log as per the user jurisdiction's security guidelines and protocols.

Document Revision History

Date	Version	Description	Author
04/26/2021	1.0.0	Acceptance Testing Procedures	Rosemary F. Blizzard

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