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ALNAVRESFOR 019/20 //

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SUBJ/2020 VOTING ASSISTANCE PROGRAM AND VOTING ASSISTANCE OFFICER

GUIDANCE//

REF/A/DOC/USCODE/TITLE 10//

REF/B/DOC/OPNAV/05FEB16//

REF/C/DOC/DOD/12NOV19//

REF/D/DOC/USCODE/TITLE 42//

NARR/REF A IS U.S. CODE TITLE 10, SECTION 1566.

REF B IS OPNAVINST 1742.1C, NAVY VOTING ASSISTANCE PROGRAM.

REF C IS DEPARTMENT OF DEFENSE INSTRUCTION 1000.04, FEDERAL VOTING ASSISTANCE PROGRAM. REF D IS U.S. CODE TITLE 42, SECTION 1973GG.//

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RMKS/1. The Navy's Voting Assistance Program (VAP) and Voting Assistance Officers (VAOs) are critical resources that enable our Navy team, including our Navy Reserve Sailors and families, to participate in our democracy and ensure that their voices are heard.

2. References A through D established the VAP to ensure eligible voters receive information and materials about voting registration and procedures including scheduled election dates, offices, constitutional amendments and other ballot proposals. The 2020-2021 Voting Action Plan, an easy-to-use and frequently updated reference for VAP officials, is available on the Federal Voting Assistance Program (FVAP) website at <https://www.fvap.gov/vao/directives>. The following guidance pertains to the Navy VAP:

a. VAOs are tasked with ensuring Sailors, civilians and families are aware of how to absentee vote and receive in-person assistance. Duties and responsibilities of the VAO are outlined in references B and C. The Voting Action Plan includes a single-source document that succinctly outlines all VAO requirements.

b. Installation VAOs (IVAOs) are the touchpoint for Navy Region Commander and Installation Commanding Officer engagement with all tenant command leaders, and are responsible for aggressively advertising information for and maintaining installation voting assistance (IVA) offices located in close proximity to or on each Navy installation. IVAOs provide voting assistance to service members, their dependents, civilian Federal employees and all qualified voters who have access to the IVA Office.

c. Recruiting Offices are also designated as voter registration agencies and can assist personnel and their dependents with voting procedures. Detailed guidance for Recruiting Offices can be found in references C and D, and on the FVAP website at <https://www.fvap.gov/vao/recruiter>.

d. Commander, Navy Installations Command (CNIC) maintains installation-specific VAP information, as well as FVAP resources, on public Navy region and installation websites and smartphone apps under "Support Services." Region and installation websites can be accessed from the public CNIC website at <https://www.cnic.navy.mil>.

3. Absentee Voter Training. Navy Reserve Activities shall conduct Absentee Voter Training with all hands, in order to ensure personnel understand the process for registering to participate in the general election. A training video is available from FVAP at <https://www.fvap.gov/militaryhowto> or <https://www.youtube.com/watch?v=izlmpEDo1tw>. If the training video is not accessible, training may be completed using legacy VAO PowerPoint briefs or other training methods.

4. Command leadership and engagement are critical to ensuring our Reserve Sailors, civilians and their families have the opportunity to vote, regardless of their location or deployment status.

5. Released by RADM John Schommer, Deputy Commander, Navy Reserve Force.//

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