5-23-100 Inmate Voting approved by CSS on 04/01/2025

Los Angeles County Sheriff's Department

CUSTODY SERVICES DIVISION	**Unit Order: 5-23-100**
SPECIALIZED PROGRAMS	
CENTURY REGIONAL DETENTION FACILITY	**Effective Date:** 01/23/2001
	Reviewed Date: 02/21/2025
Subject: Inmate Voting	
Reference: CDM 5-13/140.00	
Unit Commander Signature: On File	**Date: 04/08/2025**

PURPOSE OF ORDER:

The purpose of this order is to establish procedures regarding inmate voting and registration.

SCOPE OF ORDER:

This order shall apply to all personnel assigned to and/or working in any capacity at the Century Regional Detention Facility (CRDF).

ORDER:

Inmates may vote in local, primary, general, and special elections, while incarcerated. To accomplish this, the inmate must request the "California Voter Registration Application" and the "California Vote-By-Mail Ballot" by completing an Inmate Request Form (SH-J-437). The completed "California Voter Registration Application" (postage paid), shall be mailed by the inmate to the Registrar-Recorder for processing. The California Voter Registration Application must be received or postmarked at least fifteen (15) days before Election Day to be eligible to vote in that election.

To qualify as a registered voter, an inmate must:

- Be a citizen of the United States;
- Be a resident of Los Angeles County;
- Be 18 years of age or older on Election Day;
- Not be temporarily in County jail while serving a state or federal prison sentence, or on parole for the conviction of a felony; and

- Not be currently found to be mentally incompetent by a court of law.

In addition to the above criteria, persons on probation or inmates may be eligible to vote if they are:

- Under “mandatory supervision” or “post-release community supervision,” or
- Serving a sentence in County jail or on probation for a misdemeanor conviction.

Module Officer Responsibilities:

- Ensure that the current “Voter While Incarcerated” flier provided by the Registrar-Recorder’s office outlining inmate voter eligibility is posted in the module and visible to all inmates
- Ensure the module is supplied with Inmate Request Forms (SH-J-437)

Facility Inmate Voting Coordinator Responsibilities:

- Coordinate the delivery of “Vote-By-Mail Ballots” and secured ballot boxes with the Registrar-Recorder’s office
- Ensure the completed “Vote-By-Mail Ballots’ are sealed by the inmate and placed into the secured ballot box. If the Facility Inmate Voting Coordinator cannot oversee this task, they may appoint a designee to oversee this portion of the inmate voting process
- The Facility Inmate Voting Coordinator, or their designee, shall deliver the sealed, secured ballot box to the Registrar-Recorder’s office by 1500 hours on Election Day
- Ensure the facility maintains a supply of “California Voter Registration Application” and “California Vote-By-Mail Ballot Application” forms. These forms can be obtained in quantity, from:

  Registrar-Recorder/County Clerk

  - 12400 East Imperial Highway, Room [REDACTED TEXT]
    Norwalk, California 90650
    Phone: [REDACTED TEXT]

The forms shall be stored in the CRDF warehouse or other designated area determined by the Facility Inmate Voting Coordinator. For additional information regarding inmate voting procedures, refer to Custody Division Manual (CDM) section 5-13/140.00, “Inmate Voting.”

REVISED 02/21/25

REVISED 01/10/20

REVISED 07/14/13