

AZGOP Data Execution Policies

Purpose and Oversight:

AZGOP Data Program is provided to members of the County Committees of the Republican Party in Arizona as a tool to carry out the objectives of the party. For the purpose of this policy, all policies refer to usage of AZGOP Data Center and Pulsar Tools the same, unless otherwise specified. The Chairman of the Republican Party of Arizona (AZGOP) carries the liability for the use of the Data and has the contract with the vendor, so access to this tool and its underlying information is at the discretion of the AZGOP Chair. The execution of the AZGOP Data Program is the responsibility of the Political Director of the AZGOP.

The AZGOP Data Program Administrative Team's objective and role is to enable as many active County Committee Republican Party members with as much access as they can responsibly and usefully manage, while protecting the functional integrity of the tool and the integrity of the Data. Our priority and criteria for access is enabling productive work toward the objectives of the party.

Limitations on Use:

The Voter Data Agreement (VDA) lists two prohibitions: AZGOP Data Program in usage of AZGOP Data Center or the Data in Pulsar will not be used for commercial purposes, and users will not share their credentials for use by anyone else. If a user violates the VDA, their access to AZGOP Data Program will be revoked. Access may be restored only at the discretion of the AZGOP Chair.

If a user behaves in a manner that:

1. Is counter to the party's objectives; or
2. Inhibits other users' activities; or
3. Diminishes, denigrates or obstructs AZGOP Data Program policies and practices with other users; or
4. Is adversarial to the AZGOP Data Program Admin Team; or
5. Inhibits the AZGOP Data Program Admin Team from performing their duties; or
6. Enhances any other tool;

that user's access will be suspended. Disposition of the suspension and future access privileges will be evaluated on a case-by-case basis.

In addition, those exhibiting unprofessional behavior towards fellow users, admins or the AZGOP Data Center Admin Team may also have their privileges revoked. This includes, but is not limited to; adversarial, uncooperative, antagonistic, defiant, or derogatory behavior.

Membership:

All Republican Precinct Committeemen (PC) are authorized and encouraged to have credentialed access to GOP Data Center and/or Pulsar.

Official Republican candidates for office may have credentialed access to GOP Data Center and/or Pulsar.

Non-PC Volunteers may also acquire credentialed access to AZGOP Data Center with the sponsorship of:

- a PC with current membership, or
- a Republican candidate for office.

Non-PC members' access is subject to vetting and approval by AZGOP Data Center Administrative Team.



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All the individuals above may acquire credentialed access by submitting a Voter Data Agreement (VDA). Individuals may acquire a VDA by requesting one from the Main Support Email. The VDA must be filled out completely; all the requested information must be provided. Users must sign the form in their hand. Digital signatures or font-based script signatures will not be accepted. After filling out a VDA, we prefer that users scan it into a PDF file. As a second choice, we will accept a JPG picture file of the VDA (which we will convert to a PDF). We do not accept or store the original, only the digital version. Once completed and digitized, users may submit them via the Main Support Email address. After submission, the AZGOP Data Program Administrative Team will produce and email login credentials within approximately 48 hours.

Access to Range and Features:

The AZGOP and, during campaign cycles, the RNC, carries the cost of AZGOP Data Program charged by the vendors. The RNC covers a substantial share of expenses during the campaign cycle, including reduced fees under their National Contract and provides additional administrative support. No individual outside of the RNC and the AZGOP Data Program Admin Team can be provided “Admin” access to the tools until after the Primary Election.

The AZGOP Data Program Admin Team can assist with walk lists, volunteer onboarding, and any additional support until after the Primary Election.

PCs:

All PCs will be given access to the *range* that covers their Precinct, by default, and they will be given “PC” level access to AZGOP Data Program *features*.

For those appointed or elected to a PC position, access to AZGOP Data Center should not be considered an automatic “perk” or “right” of the office, but rather, the position will be considered a “pre-approval” for acquiring credentials. Likewise, loss of PC position will not necessarily result in revocation of credentials, *range*, or *features*.

LD or County Admins:

Prior to the Primary Election:

Legislative District (LD) Chairmen or County Chairman will be given access to the volunteer *range* that covers their LD or County. The AZGOP Data Program Admin Team will manage activities of the PCs via Breakout Teams, Surveys, Scripts, etc.

After the Primary Election:

County and LD Chairs are encouraged and may be required to arrange further training for themselves or a designee in order to be given access to “Admin” level *features*. This will allow them to manage the AZGOP Data Center activities of the PCs via Breakout Teams, Surveys, Scripts, etc. Training for this level of use is provided via one-on-one training by AZGOP Data Center Administrative Team. “Admin” level access to features will be granted only after AZGOP Data Center Administrative Team are satisfied that the user has adequate understanding from the training.

For those elected to an LD or County position, access to AZGOP Data Center or Pulsar should not be considered an automatic “perk” or “right” of the office, but rather the officer will be considered the “responsible party” for acquiring credentials for advanced *features*. Likewise, loss of LD or County position will not necessarily result in revocation of credentials, *range*, or *features*.



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All LD or County Admins will be required to demonstrate usage, proficiency and receive updated training in January of the off-cycle (odd) year.

Volunteers:

Members of the Republican Party who are not PCs may be given credentials to AZGOP Data Center on the written request of another credentialed user (such as a Candidate, County or LD Chair, Member at Large, or Precinct Captain). They will be given access to the *range* appropriate for the purpose for their request (such as a territory inside a candidate's campaign), and they will be given "Volunteer" level access to AZGOP Data Center *features*.

Candidates:

Prior to the Primary Election:

Republican Candidates will be given access to the *range* that covers the territory of their candidacy. A Campaign "Admin" will be provided to assist you with on-boarding and support, such as, break-out teams, walk lists and data reports.

Campaigns in AZGOP Data Program will be created and supported after:

1. The candidate provides proof of their candidacy by providing a copy of their Statement of Intent paperwork.
2. The cost-sharing fee is paid for Campaign support and proof of payment is submitted to the AZGOP Data Center Administrative Team.

After the Primary Election:

General Election Candidates must arrange further training for themselves or a designee to be given access to "Campaign Admin" level AZGOP Data Center and Pulsar *features*. "Campaign Admin" level access will be granted only after AZGOP Data Center Administrative Team are satisfied that the user has an adequate understanding from the training. Each Campaign will be authorized ONE "Campaign Admin" and for larger campaigns, may be granted additional Campaign Admin based on the size and range of the campaign.

At the end of the campaign term, 30 days after election day, the internal Campaign configuration and settings will be deleted.

Changes to Access:

AZGOP Data Center Administrative Team values the recommendations of the LD Chairmen. The LD Chair may recommend additional privileges for members of their LD. The member must request additional training directly and we will review the request. In this case, the LD Chair plays an advisory role, and AZGOP Data Center Administrative Team will base their final decision on the potential benefit to the party and successful completion of the training.

Reduced or revoked privileges will be based on violation of policy and will be subject to due process. Final decisions will not be influenced by considerations outside of the scope of AZGOP Data Center or as a request or requirement of an LD Chair or leadership. If there are violations of policy that justify changes in access level, the AZGOP Data Center Administrative Team will investigate and will base the final decisions on the confirmed violation as described in the *Limitations on Use* section.

Any credentialed user may be granted additional access beyond their current *range* with a reasonable explanation and AZGOP Data Center Administrative Team will base their final decision on the legitimacy of the need.



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For PCs who have lost their elected office, credentials will not be automatically revoked. The AZGOP Data Center Administrative Team will monitor the use of the tool and the accounts that have been dormant for several months will be placed in “expired” status. Access may be restored on request for any legitimate party purpose.

Any PC or volunteer who has moved, relocated or changed political affiliation will have their credentials revoked.

Costs:

Precinct Committeemen, qualified volunteers, official Republican candidates for office, and designated Administrators will be given use of AZGOP Data Center free of charge.

Pecuniary consultants are asked to share the cost by paying a nominal fee for the use of the tool and ongoing administrative support. The monthly fee is determined by: the number of registered voter constituents in the district for which the candidate is seeking office, divided by the number of registered voters in the state, times \$400.00, rounded up to the next dollar. The term is one year including the 30 days after election day. The fee may be paid quarterly, or in a lump sum at a 25% discount.

Resources:

Main Support Email address: Data@azgop.com

Main Admin Email address: dweech@azgop.com

AZGOP Data Center Administrative Team is comprised of a very small number of people relative to the over 4000 PCs they support. Consequently, AZGOP Data Center Administrative Team members are strictly limited to training individuals to use the tool rather than performing specific tasks for users in the tool.

The AZGOP Data Center Administration Team has a specialized team that can assist Campaigns and Admins with the development of specialized Voter Lists.

