



**ALEX PADILLA** | SECRETARY OF STATE | STATE OF CALIFORNIA  
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June 10, 2015

The Honorable Mark Leno, Chairman  
The Joint Legislative Budget Committee  
1020 N Street, Room 553  
Sacramento, CA 95814

Mr. Michael Cohen, Director  
Department of Finance  
915 L Street  
Sacramento, CA 95814

Dear Senator Leno and Mr. Cohen:

Attached is the May 2015 report on the time it is taking to process various business filings, in accordance with the Budget Act of 2014 (Chapter 25, Statutes of 2014). Previous reports are posted on the Secretary of State's office website at [www.sos.ca.gov/administration/agency-reports/business-filing-processing-time-agency-reports](http://www.sos.ca.gov/administration/agency-reports/business-filing-processing-time-agency-reports). If you have any questions about this report, please feel free to contact me at (916) 653-7244 or have your staff contact my Chief of the Business Programs Division, Betsy Bogart, at (916) 651-6973.

Sincerely,

A handwritten signature in black ink that reads "Alex Padilla".

Alex Padilla  
Secretary of State

Attachment

cc: Ms. Diane Boyer-Vine, Legislative Counsel

June 10, 2015

## Secretary of State's Report to Department of Finance and Joint Legislative Budget Committee

The Business Programs Division Backlogs Finance Letter was approved and incorporated into the Budget Act of 2014 (Chapter 25, Statutes of 2014). The Secretary of State is reporting on the 15<sup>th</sup> of each month to the Department of Finance and the Joint Legislative Budget Committee (JLBC) on the processing time for business filings.

This is the report for May 2015 and covers the period of May 1, 2015, through May 31, 2015.

<b>Document Processing</b>	<b>Business Entities</b>	<b>Statements of Information</b>
Processing Times as of May 1, 2015	5 days	5 days
Processing Times as of May 31, 2015	5 days	5 days
Average Processing Times	5 days	5 days

<b>Document Processing</b>	<b>Business Entities</b>	<b>Statements of Information</b>	<b>Total</b>
Documents in Processing as of May 1, 2015	5,452	11,320	16,772
Documents Received during This Reporting Period	41,037	51,536	92,573
Documents Processed during This Reporting Period*	40,905	52,169	93,074
Documents Awaiting Processing as of May 31, 2015	5,584	10,687	16,271
Documents Received since May 1, 2013	905,169	1,141,548	2,046,717
Documents Processed since May 1, 2013	925,268	1,202,712	2,127,980
Preclear/Expedites Processed during This Reporting Period	2,534	195	2,729
Preclear/Expedites Processed since May 1, 2013	82,302	5,358	87,660

<b>Staffing</b>	<b>Permanent</b>	<b>Limited Term</b>	<b>Total</b>
BPD FY 2014/15 Authorized Positions	273.1	52.0	325.1
Filled Positions as of May 31, 2015	262.1	44.0	306.1
Vacant Positions as of May 31, 2015	11.0	8.0	19.0
Estimated Average Vacancy Rate for this Reporting Period	5%	18%	7%

<b>Staffing</b>	<b>Total</b>
Number of Temporary Workers	125
Hours Worked by Temporary Workers during This Reporting Period	10,218
Temporary Hours Worked since May 1, 2013	266,063
Overtime Hours Worked during This Reporting Period	2,416
Overtime Hours Worked since May 1, 2013	61,217

\* Documents Processed includes Preclear/Expedite requests.

The processing times shown for the first and final day of the reporting period are snapshots in time. Throughout the month, the processing times fluctuate daily depending on the number of documents received each day (some days have higher volumes than others) and the number of documents processed. All days are reported in business days.