



**DEBRA BOWEN** | SECRETARY OF STATE | STATE OF CALIFORNIA  
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May 30, 2013

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

Dear Senator Leno:

Attached is the first of my office's monthly reports on the progress made on reducing the processing time for business filings, in accordance with AB 113, Chapter 3, Statutes of 2013. If you have any questions about this report, please feel free to contact me at (916) 653-7244.

Sincerely,

A handwritten signature in cursive script that reads "Debra Bowen".

Debra Bowen  
Secretary of State

Attachment

cc: Ms. Diane Boyer-Vine, Legislative Counsel

## May 2013 – Secretary of State’s Monthly Report to Joint Legislative Budget Committee

May 30, 2013

AB 113, Chapter 3, Statutes of 2013, modified the Budget Act of 2012 to increase the appropriation for the Secretary of State by \$1,600,000 to process business filings more quickly.

AB 113 also required the Secretary of State to report to the Joint Legislative Budget Committee (JLBC) on the 30th day of each month regarding the progress made on reducing the processing time for business filings.

This is the report for May 30, 2013, and covers the period of May 1, 2013, through May 29, 2013.

	Business Entities	Statements of Information	Total
Processing Times as of May 1, 2013	44 days	58 days	
Processing Times as of May 29, 2013	27 days	41 days	
Average Processing Times	38 days	48 days	
Documents in Processing as of May 1, 2013	25,663	78,080	103,743
Documents Received during This Reporting Period	38,385	42,523	80,908
Documents Processed during This Reporting Period *	49,418	59,926	109,344
Documents Awaiting Processing as of May 29, 2013	14,630	60,677	75,307
Documents Received since May 1, 2013	38,385	42,523	80,908
Documents Processed since May 1, 2013	49,418	59,926	109,344
Preclear/Expedites Processed during This Reporting Period	5,934	432	6,366
Preclear/Expedites Processed since May 1, 2013	5,934	432	6,366
BPD FY 2012/13 Authorized Positions			272.1
Filled Positions as of May 29, 2013			263.1
Vacant Positions as of May 29, 2013			9
Estimated Vacancy Rate			6%
Number of Temporary Workers			148
Hours Worked by Temporary Workers during This Reporting Period			11,215
Temporary Hours Worked since May 1, 2013			11,215
Overtime Hours Worked during This Reporting Period			4,908
Overtime Hours Worked since May 1, 2013			4,908

\* Documents Processed includes documents handled through the Preclear/Expedite process.

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 calendar days.