



DEBRA BOWEN | SECRETARY OF STATE | STATE OF CALIFORNIA
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October 10, 2013

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

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

Dear Senator Leno and Mr. Cohen:

Attached is my September report on the progress made on reducing the processing time for business filings, in accordance with the Budget Act of 2013 (Chapter 20, Statutes of 2013). If you have any questions about this report, please feel free to contact me at (916) 653-7244 or have your staff contact my Deputy Secretary of State for Legislation, Bart Broome, at (916) 653-6774.

Sincerely,

A handwritten signature in blue ink that reads "Debra Bowen".

Debra Bowen
Secretary of State

Attachment

cc: Ms. Diane Boyer-Vine, Legislative Counsel

October 10, 2013

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 2013 (Chapter 20, Statutes of 2013). The Budget Act of 2013 requires the Secretary of State to report on the 15th of each month to the Department of Finance and the Joint Legislative Budget Committee (JLBC) on the progress made on reducing the processing time for business filings.

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

Document Processing	Business Entities	Statements of Information
Processing Times as of September 1, 2013	14 days	19 days
Processing Times as of September 30, 2013	8 days	8 days
Average Processing Times	11 days	15 days

Document Processing	Business Entities	Statements of Information	Total
Documents in Processing as of September 1,	6,909	29,190	36,099
Documents Received during This Reporting	34,114	41,471	75,585
Documents Processed during This Reporting	36,747	55,401	92,148
Documents Awaiting Processing as of	4,276	15,260	19,536
Documents Received since May 1, 2013	170,048	223,404	393,452
Documents Processed since May 1, 2013	191,435	286,224	477,659
Preclear/Expedites Processed during This	3,774	299	4,073
Preclear/Expedites Processed since May 1,	23,542	1,867	25,409

Staffing	Total
Number of Temporary Workers	132
Hours Worked by Temporary Workers during This Reporting Period	10,869
Temporary Hours Worked since May 1, 2013	56,020
Overtime Hours Worked during This Reporting Period	2,858
Overtime Hours Worked since May 1, 2013	18,128

* Documents Processed includes Preclear/Expedites processed.

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.