



DEBRA BOWEN | SECRETARY OF STATE | STATE OF CALIFORNIA
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December 12, 2014

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 Committee Members and Mr. Cohen:

Attached is my November 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). You can find previous reports posted on my website at www.sos.ca.gov/admin/reports/bus-filing-processing-time-report.htm. 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 blue ink that reads "Debra Bowen".

Debra Bowen
Secretary of State

Attachment

cc: Ms. Diane Boyer-Vine, Legislative Counsel

December 12, 2014

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 15th 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 November 2014 and covers the period of November 1, 2014, through November 30, 2014.

Document Processing	Business Entities	Statements of Information
Processing Times as of November 1, 2014	5 days	5 days
Processing Times as of November 30, 2014	4 days	3 days
Average Processing Times	5 days	5 days

Document Processing	Business Entities	Statements of Information	Total
Documents in Processing as of November 1, 2014	3,914	10,088	14,002
Documents Received during This Reporting Period	26,871	37,742	64,613
Documents Processed during This Reporting Period*	26,219	39,291	65,510
Documents Awaiting Processing as of November 30, 2014	4,566	8,539	13,105
Documents Received since May 1, 2013	653,763	838,166	1,491,929
Documents Processed since May 1, 2013	674,860	901,478	1,576,338
Preclear/Expedites Processed during This Reporting Period	2,150	139	2,289
Preclear/Expedites Processed since May 1, 2013	66,485	4,143	70,628

Staffing	Permanent	Limited Term	Total
BPD FY 2014/15 Authorized Positions	273.1	52.0	325.1
Filled Positions as of November 30, 2014	253.1	45.0	298.1
Vacant Positions as of November 30, 2014	20.0	7.0	27.0
Estimated Average Vacancy Rate for this Reporting Period	7%	13%	8%

Staffing	Total
Number of Temporary Workers	111
Hours Worked by Temporary Workers during This Reporting Period	7,716
Temporary Hours Worked since May 1, 2013	204,120
Overtime Hours Worked during This Reporting Period	1,883
Overtime Hours Worked since May 1, 2013	43,487

* 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.