



DEBRA BOWEN | SECRETARY OF STATE | STATE OF CALIFORNIA
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October 10, 2014

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 my September 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 black ink that reads "Debra Bowen".

Debra Bowen
Secretary of State

Attachment

cc: Ms. Diane Boyer-Vine, Legislative Counsel

October 10, 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 September 2014 and covers the period of September 1, 2014, through September 30, 2014.

Document Processing	Business Entities	Statements of Information
Processing Times as of September 1, 2014	4 days	2 days
Processing Times as of September 30, 2014	5 days	3 days
Average Processing Times	5 days	3 days

Document Processing	Business Entities	Statements of Information	Total
Documents in Processing as of September 1, 2014	3,887	3,938	7,825
Documents Received during This Reporting Period	29,767	44,252	74,019
Documents Processed during This Reporting Period*	28,574	39,481	68,055
Documents Awaiting Processing as of September 30, 2014	5,080	8,709	13,789
Documents Received since May 1, 2013	590,808	752,366	1,343,174
Documents Processed since May 1, 2013	611,391	815,508	1,426,899
Preclear/Expedites Processed during This Reporting Period	2,765	168	2,933
Preclear/Expedites Processed since May 1, 2013	61,614	3,846	65,460

Staffing	Permanent	Limited Term	Total
BPD FY 2013/14 Authorized Positions	273.1	52.0	325.1
Filled Positions as of September 30, 2014	256.6	46.0	302.6
Vacant Positions as of September 30, 2014	16.5	6.0	22.5
Estimated Average Vacancy Rate for this Reporting Period	6%	16%	8%

Staffing	Total
Number of Temporary Workers	100
Hours Worked by Temporary Workers during This Reporting Period	8,599
Temporary Hours Worked since May 1, 2013	187,840
Overtime Hours Worked during This Reporting Period	1,279
Overtime Hours Worked since May 1, 2013	39,945

* 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.