



**ALEX PADILLA** | SECRETARY OF STATE | STATE OF CALIFORNIA  
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November 13, 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 October 2015 report on the time it is taking to process various business filings, in accordance with the Budget Act of 2015 (Chapter 10, Statutes of 2015). 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

November 13, 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 2015 (Chapter 10, Statutes of 2015). 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 October 2015 and covers the period of October 1, 2015, through October 31, 2015.

	<b>Business Entities</b>	<b>Statements of Information</b>	<b>Total</b>
<b>Document Processing</b>			
Processing Times as of October 1, 2015	4 days	3 days	
Processing Times as of October 31, 2015	4 days	5 days	
Average Processing Times	4 days	4 days	
Documents in Processing as of October 1, 2015	3,983	4,742	8,725
Documents Received during This Reporting Period	36,823	48,805	85,628
Documents Processed during This Reporting Period *	37,196	45,221	82,417
Documents Awaiting Processing as of October 31, 2015	3,610	8,326	11,936
Documents Received since May 1, 2013	1,068,635	1,392,409	2,461,044
Documents Processed since May 1, 2013	1,090,708	1,455,934	2,546,642
Preclear/Expedites Processed during This Reporting Period	2,587	258	2,845
Preclear/Expedites Processed since May 1, 2013	95,804	6,492	102,296
<b>Staffing</b>			
	<b>Permanent</b>	<b>Limited Term</b>	<b>Total</b>
BPD FY 2015/16 Authorized Positions	273.1	52.0	325.1
Filled Positions as of October 31, 2015	263.1	38.0	301.1
Vacant Positions as of October 31, 2015	10.0	14.0	24.0
Estimated Average Vacancy Rate for this Reporting Period	3%	33%	8%
Number of Temporary Workers			115
Hours Worked by Temporary Workers during This Reporting Period			9,627
Temporary Hours Worked since May 1, 2013			325,711
Overtime Hours Worked during This Reporting Period			2,004
Overtime Hours Worked since May 1, 2013			68,860

\* 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 business days.