



SHIRLEY N. WEBER, Ph.D. | CALIFORNIA SECRETARY OF STATE
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October 15, 2021

The Honorable Nancy Skinner, Chair
The Joint Legislative Budget Committee
1020 N Street, Room 553
Sacramento, CA 95814

Ms. Keely Bosler, Director
Department of Finance
915 L Street
Sacramento, CA 95814

Dear Senator Skinner and Ms. Bosler:

Attached is the September 2021 report on the time it is taking to process various business filings, in accordance with the Budget Act of 2021 (Chapter 21, Statutes of 2021). Previous reports are posted on the Secretary of State's office website at www.sos.ca.gov/administration/agencyreports/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) 695-1197.

Sincerely,

A handwritten signature in black ink, appearing to be 'Shirley N. Weber', written over the printed name and title.

Shirley N. Weber, Ph.D.
Secretary of State

Attachment

cc: Ms. Cara L. Jenkins, Legislative Counsel

Secretary of State's Report to Department of Finance and Joint Legislative Budget Committee

The Business Programs Division Filings Processing Budget Change Proposal was approved and incorporated into the Budget Act of 2021 (Chapter 21, Statutes of 2021). 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 2021 and covers the period of September 1, 2021 through September 30, 2021.

Document Processing	Business Entities	Statements of Information
Processing Times as of September 1, 2021	5 days	4 days
Processing Times as of September 30, 2021	5 days	4 days
Average Processing Times ¹	5 days	3 days

Document Processing	Business Entities	Statements of Information	Total
Documents in Processing as of September 1, 2021	6,461	1,741	8,202
Documents Received during This Reporting Period	47,779	10,726	58,505
Documents Processed during This Reporting Period ²	47,430	11,557	58,987
Documents Awaiting Processing as of September 30, 2021	6,810	910	7,720
Documents Received since May 1, 2013	4,127,009	3,373,663	7,500,672
Documents Processed since May 1, 2013	4,145,080	3,444,604	7,589,684
Preclear/Expedites Processed during This Reporting Period	0	0	0
Preclear/Expedites Processed since May 1, 2013	286,155	18,794	304,949

Staffing	Permanent	Limited Term	Total
BPD FY 2021/22 Authorized Positions	260.6	37.0	297.6
Filled Positions as of September 30, 2021	241.6	28.0	269.6
Vacant Positions as of September 30, 2021	19.0	9.0	28.0
Estimated Average Vacancy Rate for this Reporting Period	8%	24%	10%

Staffing	Total
Number of Temporary Workers	66
Hours Worked by Temporary Workers during This Reporting Period	5,098
Temporary Hours Worked since May 1, 2013	902,627
Overtime Hours Worked during This Reporting Period	1,287
Overtime Hours Worked since May 1, 2013	232,956

¹ The processing times shown for the first and final day of the reporting period are snapshots in time. Processing times, in the form of business days, are tracked on a daily basis throughout the reporting period and from that information, the average processing time for the month is calculated. 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. Due to the COVID-19 pandemic and the rise in COVID cases in California, we continue to have 25% or less of staff in the office, the processing times remain slightly above the 5 business days, however the trend is moving back to 5 business days or better. We continue to focus on online services, registrations, and statements of information to continue to support the California economy. The online services are allowing some staff to telework. Online services for Statements of Information are 1-2 days and Business Entities are 2-5 days.

² Documents Processed includes Preclear/Expedites processed.