



CampaignGateway

Election Day Incident Report

A factual, print-ready record for operational, safety, information, and technical incidents.

Campaign	
Owner	
Date / milestone	
Review date	

Purpose and operating standard

Complete one report per distinct incident. Do not combine rumours or unrelated issues.

Use verified information, assign a named owner, protect personal data, and confirm jurisdiction-specific legal or election requirements with the authorized campaign official or election authority.

Incident identification

Field	Details
Date / time	
Reporter / contact	
Location / zone	
Incident type	
People involved	
Immediate safety issue	

Factual description

Observable facts and direct statements

Verification and response

Field	Details
Official source checked	



Field	Details
Action taken	
Person notified / time	
Evidence preserved	
Current status	
Resolution / follow-up owner	

Writing standard

- Record times, observable facts, and direct statements.
- Separate what the reporter saw from what another person claimed.
- Do not include insults, speculation, or unnecessary personal information.
- Prioritize safety and official election information.



Sources and local adaptation

Confirm all election, finance, accessibility, privacy, and voting-information requirements using current official sources. Record the source and verification date before operational use.

Elections Canada - candidate and political financing guidance
<https://www.elections.ca/>

U.S. Federal Election Commission - candidate and committee guidance
<https://www.fec.gov/help-candidates-and-committees/>

National Democratic Institute - Campaign Skills Handbook
https://www.ndi.org/sites/default/files/Campaign%20Skills%20Handbook_EN.pdf

CISA - election security resources
<https://www.cisa.gov/topics/election-security/election-security-resource-library>