

EROs are not required to send any properties down Route 3. As such, this process begins with a decision.
Do EROs wish to use Route 3?

EROs must send all properties down either Route 1 or Route 2, depending on the results of the data matching step.

ROUTE 1 **ROUTE 2**

Note that EROs cannot move properties into Route 3 from another route during the canvass.

Box Colour Key

- Start
- Step in the Process
- Information (Important Info)

Arrow Key

- Proceed to Next Step
- Y Yes
- N No
- ● Link to Information

Route 3

The 'Defined Properties' Route Preparations for Route 3

Electors in Route 3 selected properties will go through data matching but the ERO has the discretion to disregard the results. This is because if an elector resides in a selected Route 3 property, this indicates that EROs believe their information can be best sourced through a responsible person, rather than through other sources, such as data matching and the canvass methods involved in Routes 1 and 2. A responsible person can be identified via email, telephone or by visiting the property in person.

EROs must then select their Route 3 properties. In order to do this, EROs must check whether a property meets one of these two criteria:

- Is it a property with multiple occupants who do not form a single household?**
- Is it a property where EROs have made an attempt to deliver a document in the previous 18 months, but has been unable to do so?**

Does testing against either of these criteria lead EROs to reasonably believe that they are more likely to obtain information about the occupants of the property from a 'responsible person'?

EROs must send the property down **ROUTE 2**.

Commence with Route 3 for these properties. **ROUTE 3**

Please note that the legislation says that this "does not apply to a building containing two or more flats which are occupied or intended to be occupied wholly or mainly for residential purposes" (e.g. a residential block of flats).

Examples of property types that are eligible for the Route 3 process are:

- Registered residential care homes
- Houses of Multiple Occupancy
- Student Accommodation
- Hostels

Are EROs able to identify a responsible person at the properties and do EROs hold the relevant contact details for each person?

Request the relevant contact details for the responsible person. These details can be obtained under Regulation 23.

Do EROs now have the relevant contact details for the responsible person? Please note that EROs can send reminders to the responsible person after waiting a reasonable time period.

Do EROs have the responsible person's confirmation that they hold the necessary electoral data and that they are willing and able to provide it?