

RRC Pre-Review Cover Sheet

Agency or Pre-Review Contact Information: (Rulemaking Coordinator/ Agency Counsel/ Outside Counsel/ Agency Head)

Our Agency, Board, Commission, or Subunit understands that the RRC is not required to provide Pre-Reviews and that Pre-Reviews are conducted only as RRC Staff resources are available. We agree to submit this cover sheet with all Pre-Review requests and by signing this cover sheet, certify to the best of our ability that we have complied with the below requirements of this cover sheet.

We understand that the RRC may refuse to perform a pre-review if it finds that our Agency, Board, Commission, or Subunit has failed to complete this cover sheet truthfully and accurately or that we are not in substantial compliance with its requirements.

Signature of Submitter

Deadline for Pre-Review: _____
[Pre-Review deadlines of 1 month or less will not be considered]

Explanation of Pre-Review Need:

Rule Formatting

- All rules have been revised using the OAH Agency Rule Template.
- All rules have been formatted according to the Administrative Rule Style Guide to the best of our ability.
- All rules that prescribe a form include the contents of the form or the contents of the form are set forth in statute [Style Guide Chpt. 8].
- All rules have been reviewed for spelling and grammar.

Statutory Authority

- All rule references contained in the rule text are current and accurate.
- All statute history notes are current, accurate, and have not been repealed.
- We have reviewed the rulemaking authority of our agency, board, commission or subunit and believe we have the authority to make the rules submitted for pre-review.

Specific Agency Guidance Requests & Concerns of Pre-Review Submission
