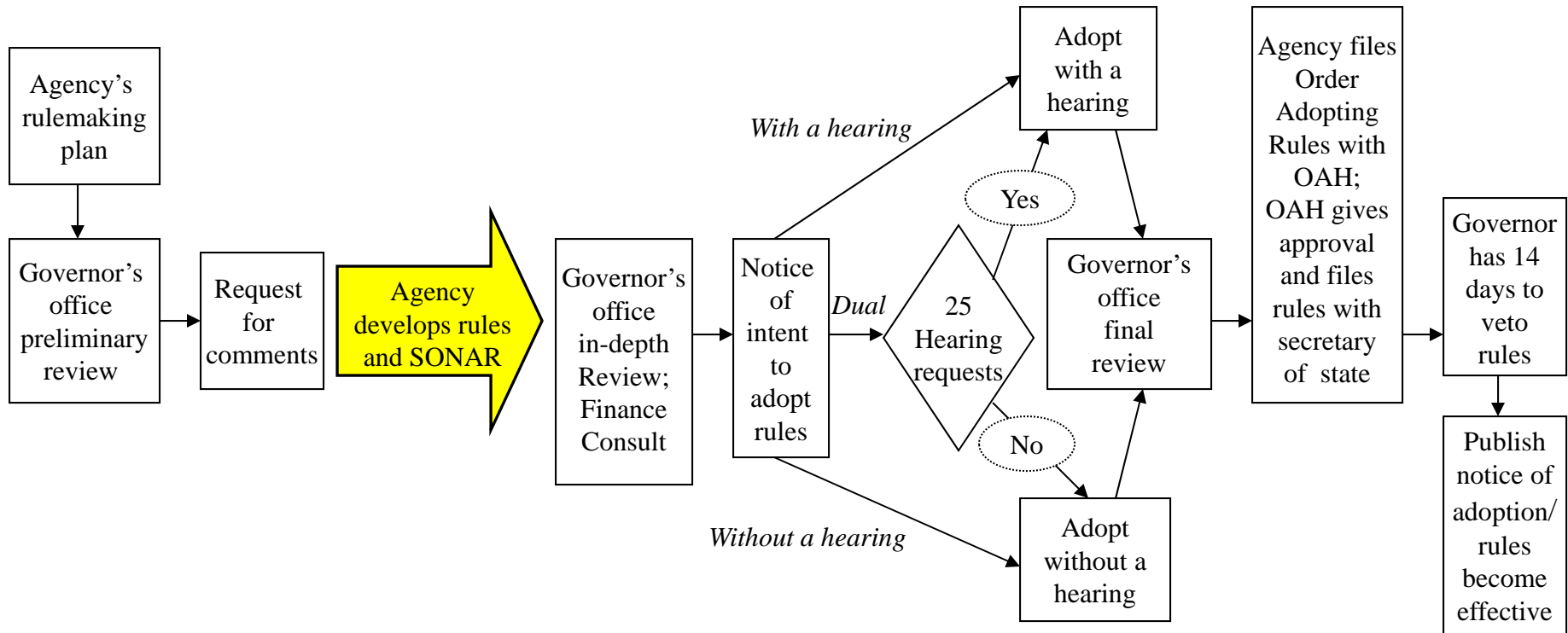


Overview of the Rulemaking Process



Timeline Note 1. We have to wait at least 60 days after the Request for Comments before we can publish a Notice of Intent to Adopt Rules, but it often takes a year or more to develop rules and write the Statement of Need and Reasonableness (SONAR).

Timeline Note 2. The most important part of the rulemaking process is developing and writing the rules and justifying the rules in your SONAR. Often this is done with the input of an advisory committee. This part of the process takes from 6 to 18 months, depending on the complexity and level of controversy of the rules.

Timeline Note 3. The formal part of the process (from the Notice of Intent to Adopt Rules until the rules become effective) takes 4 to 8 months depending on whether you have a hearing or not, and the level of controversy.

Timeline Note 4. If the rules are adopted without a hearing, the agency files the Order Adopting Rules and the rulemaking record with the OAH. If the rules are adopted with a hearing, only the Order is filed with the OAH.

Timeline Note 5. The purpose of the Minnesota Rulemaking Manual is to cover all the rulemaking procedures so you can focus on the quality of your rules and SONAR.

Overview of the Rulemaking Process

1. Agency's rulemaking plan
2. Governor's office for preliminary review
3. Request for comments
4. Agency develop rules and Statement of Need and Reasonableness (SONAR)
5. Governor's office does in-depth review; Finance consult
6. Notice of intent to adopt rules - there are three possible outcomes
 - a. A hearing may be requested
 - 1) Hearing request is approved
 - a) Rule is adopted with the hearing
 - 2) Hearing request is not approved
 - a) Rule is adopted without a hearing
 - b. There is an hearing
 - 1) Rule is adopted
 - c. There is not a hearing
 - 1) Rule is adopted
7. Governor's office complete final review
8. Agency files Order Adopting Rules with the Office of Administrative Hearings (OAH); OAH give approval and files rules with Secretary of State
9. Governor has 14 days to veto rules
10. Publish notice of adoption/rules become effective