

Agency Report to the  
**JOINT COMMITTEE ON ADMINISTRATIVE RULES**

This form must be completed by the department/agency that has the statutory authority for promulgating the rules. Please send an electronic copy of this form to the State Office of Administrative Hearings and Rules (SOAHR) at [soahr\\_rules@michigan.gov](mailto:soahr_rules@michigan.gov). The SOAHR will review the document, the newspaper advertisements, and the corresponding rules prior to completing the legal certification of the rules. Please be sure to send to the SOAHR proofs of publication for the three newspaper advertisements required by MCL 24.242(1). You may mail them or send them as a scanned attachment.

**Department**

**Division/agency/bureau:**

**Rule set number (as assigned by SOAHR)**

**Title of rules:**

**1. Name, address, FAX and phone numbers of agency contact person:**

**2. Purpose for the proposed rules and background:**

**3. Summary of proposed rules:**

**4. Name of newspapers and date of publication in newspapers (minimum 3 newspapers of general circulation, representing different parts of the state, one of which must be located in the Upper Peninsula):**

**5. Time, date, location and duration of public hearing:**

**6. Date of publication of rules and public hearing notice in *Michigan Register*:**

**7. Agency representative(s) attending hearing (include agency name and title of representative[s]):**

**8. Names, organizations and (complete) addresses of persons attending the hearing:**

**9. Persons submitting letters, comments and testimony of support:**

**10. Persons submitting letters, comments and testimony of opposition:**

**11. Summary of suggestions to modify proposed rules:**

**Name of person completing this report:**

**Date report completed:**