PROCEDURE

Effective Date: March 8, 2016
Approved By: President Bruce Shepard

PRO-U1000.11B RULE MAKING-EXPEDITED

**Action by:**

**Requesting Department Head**
1. Completes and submits *Expedited* rule making e-sign form through the department chain of command to the Vice-President.

**Vice President**
2. Approves and submits e-sign form to Rules Coordinator.

**Rules Coordinator**
3. Consults with the Assistant Attorney General's Office to determine if the proposed change meets the criteria for an expedited rule change. [RCW 34.05.353](https://laws.wa.gov/enacted_laws/RCW/34.05.353).

3a. If not approved by AAG, routed back to Requesting Department Head.

3b. If approved, Rules Coordinator files the notice of expedited rule making with the Office of the Code Reviser's for publication in Washington State Register.

4. After a minimum of 45 days from posting and no objections, Rules Coordinator files the Rule Making Order with the Office of the Code Reviser. Rule goes into effect 31 days after filing Rule Making Order.

5a. If there is any objection and it is not withdrawn within the 45 day comment period, the Rules Coordinator will follow PRO-1000.11A-Procedure for Permanent Adoption.