**Board Worksheet for Choosing a Hearing Date**

Prerequisites:

- Rules Draft Complete:

- SONAR Complete (except for Judge assignment):

- Board Authorization to publish Notice (bd-ntc):

- Governor’s Office Approval (gov-prps):

- Revisor’s Draft Approved for Publication:

Submit rules, SONAR, Draft Notice to ALJ for review:

(no later than)

OAH Review Deadline (5 working days after submittal):

State Register Deadline (12 days before publication):

(before noon)

State Register Publication Date:

30-Day Comment Period Ends:

(30 days is minimum)

Earliest possible hearing date:

(10 days after end of comment period)

**Board Meeting** (Between end of comment and hearing):

(discuss comments received / approve changes to rules, if needed)

***Obtain withdrawals of hearing requests, if appropriate / needed.***

Last Day to Cancel Hearing (3 working days before hearing)

Hearing Date:

**Board Meeting** (After hearing and before response due):

(discuss comments received at hearing / approve changes to rules, if needed)

Post Hearing Response Due (20 days post-hearing):

Rebuttal Due (5 days after post-hearing comments due)