

Secretary of State
Certificate and Order for Filing
TEMPORARY ADMINISTRATIVE RULES
A Statement of Need and Justification accompanies this form.

I certify that the attached copies* are true, full and correct copies of the TEMPORARY Rules(s) adopted on September 21, 2011 by the
Date prior to or same as filing date.

Oregon Department of Transportation, Central Services Division 731
Agency and Division Administrative Rules Chapter Number

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to become effective upon filing through March 21, 2012
Date upon filing or later A maximum of 180 days including the effective date.

RULE CAPTION

Rule for legislative intent regarding ODOT's relationship with Aviation.
Not more than 15 words that reasonably identifies the subject matter of the agency's intended action.

RULEMAKING ACTION

List each rule number separately, 000-000-0000.

ADOPT: 731-003-0005

AMEND:

SUSPEND:

ORS 184.616, 184.619, chapter 630, OL 2011 None
Stats. Auth. Other Authority

Chapter 630, OL 2011
Stats. Implemented

RULE SUMMARY

Section 29 of Chapter 63 OL 2011 states that ODOT will adopt rules for conducting the business processes identified in the new law. The proposed rule will provide Aviation and the public with guidance on what information Aviation must comply with and requires that the details of ODOT's relationship with Aviation be guided by an intergovernmental agreement. This information is necessary for ODOT and Aviation to have a clear understanding of their working relationship.

Because adoption of rules for policies and procedures already in place in ODOT would be extensive for each business process related to financial transactions, an intergovernmental agreement was determined to be the most effective means of documenting the processes and cementing the relationship between the agencies. ODOT uses a process where all divisions, which will include ODA, assist in development and review of the policies and procedures contained in the Financial Administration and Standards Manual (FASM).

Authorized Signer Clyde K. Saiki Date
Printed name

*With this original and Statement of Need, file one photocopy of certificate, one paper copy of rules listed in Rulemaking Actions, and electronic copy of rules.

Secretary of State
STATEMENT OF NEED AND JUSTIFICATION
A Certificate and Order for Filing Temporary Administrative Rules accompanies this form.

Oregon Department of Transportation, Central Services Division
Agency and Division

731
Administrative Rules Chapter Number

In the Matter of the temporary adoption of 731-003-0005

Rule Caption: Rule for legislative intent regarding ODOT's relationship with Aviation.

Statutory Authority: ORS 184.616, 184.619, chapter 630, OL 2011

Other Authority: None

Statutes Implemented: Chapter 630, OL 2011, Section 29

Need for the Temporary Rule(s): Legislation enacted stated that ODOT would need to adopt rules for the business processes identified. Adoption of rules for policies and procedures already in place in ODOT would be extensive for each business process related to financial transactions. ODOT uses a process where all divisions, which will include ODA, assist in development and review of these policies and procedures contained in the Financial Administration and Standards Manual (FASM).

Documents Relied Upon, and where they are available: None

Justification of Temporary Rules(s): Section 29 of Chapter 63 OL 2011 became operative on July 6, 2011. ODOT needs a temporary rule to provide Aviation and the public with guidance on what information Aviation must comply with, while undertaking the permanent rule adoption. The proposed rule also requires that ODOT's relationship with Aviation be guided by an intergovernmental agreement. This information is necessary for ODOT and Aviation to have a clear understanding of their working relationship. An untimely adoption of the rule could jeopardize the agencies' working relationship and Aviation's ability to provide services to Oregonians.

Authorized Signer

Clyde K. Saiki

Printed name

Date