

## **Oregon Mortuary & Cemetery Board**

### **Administrative Rule-Making: Summary of Next Steps**

1. The CIAC will complete recommendations and fiscal impact review and submit to OMCB.
2. Using input, OMCB staff will prepare draft documents and proposed hearing notice on required forms; clustering changes as appropriate under logical and common summary (summary limited to 15 words).
3. Notification of proposed rulemaking will be sent to stakeholders:
  - a. Specified legislators (49 days);
  - b. Agency mailing list (28 days);
  - c. Secretary of State's Bulletin (21 days; before 15<sup>th</sup> of preceding month);
4. Hold hearing;
5. Revise proposed rule to reduce significant adverse economic impact on small businesses, if consistent with public health and safety.
6. Adopt, amend or repeal rule after considering fully all written and oral submissions.
7. File copy of adopted or amended rule with Administrative Rules Unit, Archives Division, Secretary of State, along with original and copy of Certificate and Order for Filing Permanent Administrative Rules and computer disk with rule in plain text and original format.
8. File copy of adopted or amended rule with Legislative Counsel within 10 days of filing with Secretary of State, showing changes.
9. Report to Legislature on rules with economic impact on business.