

# Guidelines for Public Comment to the Oregon Sustainability Board

The Oregon Sustainability Board (OSB) provides time for public comment at each meeting. If you would like to address the Board, please follow these guidelines to provide public comment to the board.

**First: Provide notice.** Complete this form and mail, fax or email it as outlined below **at least one day before** the Board meeting date.

I wish to present oral / written (circle one) comment at the OSB meeting scheduled for

\_\_\_\_\_

My full name:\_\_\_\_\_

The topic of my comment:\_\_\_\_\_

I need the following special accommodations:\_\_\_\_\_

**Second: Please attach** a copy of the information you wish to present.

Mail to: OSB Public Comment, 1225 Ferry Street SE, U100, Salem, OR 97301

Fax to: (503) 373-7210

Email to: <mailto:david.wortman@oregon.gov>

**Optional: If providing oral public comment,** attend the meeting and sign in on the sign-in sheet. The Board Chair will call you to the table and you will:

- Introduce yourself and your topic; then, state your comment.
- Limit your comment to the specific topic.
- Limit your comments to a maximum of five minutes.
- Bring 11 copies of your comment to the meeting and give them to the Chair.

The Board may or may not take action on the topic of your comment.

**Thank you for providing public comment to the Board.**