SUMMARY OF PROCEDURE FOR ADOPTION OF REGULAR RULES
(See RSA 541-A:5 through RSA 541-A:14)

FIRST STAGE:
(RSA 541-A:5 through RSA 541-A:12)

NOTE: Days are calendar days unless otherwise shown. Also, OLS Director may waive deadlines or extend time periods imposed by RSA 541-A in First and Second Stages pursuant to RSA 541-A:40, IV. See 1.9 in Chapter 3.

*Agency establishes initial proposal and then obtains fiscal impact statement from LBA

Agency files notice and rule with OLS

Notices published by OLS in Register and agency gives other notice as required by RSA 541-A:6, III

Public hearing
(including postponed or continued hearings)

Deadline for comment in writing or electronic format

Draft of final proposal, hearing, & comment (optional)

Agency establishes the text of the final proposal (once)

**Agency obtains amended fiscal impact statement (once) from LBA if required by RSA 541-A:5, VI

Agency files final proposal with OLS

***Committee review
(See next page)
SECOND STAGE:
(RSA 541-A:13 through RSA 541-A:14)

*COMMITTEE REVIEW

APPROVAL

CONDITIONAL APPROVAL

AGENCY AMENDMENT FILED
(in 30 days as approved or 7 days after next agency board or comm. meeting)

AGENCY AMENDMENT NOT FILED AS REQUIRED
(changes approval into objection from date of cond. approval)

PRELIMINARY OBJECTION

AGENCY RESPONSE

*COMMITTEE REVIEW OF RESPONSE

REVISED OBJECTION
(only if agency requests and an amended response, if filed, was not approved)

AGENCY RESPONSE

*COMMITTEE REVIEW OF RESPONSE

NO ACTION WITHIN 50 DAYS OF OBJECTION RESPONSE DEADLINE
(although Committee approval or final objection may still be made later)

APPROVAL OR FINAL OBJECTION
(without vote on joint resolution)

VOTE TO SPONSOR JOINT RESOLUTION
(within 50 days after objection response deadline with or without a final objection)

ADOPTION BY AGENCY

AGENCY FILES ADOPTED RULE WITH OLS
(Effective at 12:01 a.m. on day after filing unless another date and time is specified in writing to OLS Director)

LEGISLATIVE ACTION
(See RSA 541-A:13, VII)

45 days maximum

7 days minimum

*Committee meets at least once a month on the 3rd Friday (usu. Jan.-June) or the 3rd Thursday (usu. July-Dec.) of the month.