

ALASKA LEGISLATURE COMMITTEE FILES 1983-1984

2987

HSA

SB

132

-

SB

137

3257

(Please explain answers in detail.)

Law:

- No  
 Yes Correction of Nonsubstantive Errors. (Typographical, clerical, or spelling errors at any stage; IC 4-22-2-7.1)
- No  
 Yes Correction of Substantive Errors. (Jawboning only)
- No  
 Yes Official Text (Prima facie; IC 4-22-2-11)
- No  
 Yes Judicial Notice. (IC 4-22-2-11)
- No  
 Yes Annotate. (Statutory cross references; rule-making history; publication, filing information)
- No  
 Yes Edit. (Nonsubstantive style, numbering, format)
- No  
 Yes Emergency Regulations. (By express exemption by legislature from rule-making statute on a case by case basis 6 or 7 agencies have this authority)
- No  
 Yes Legislative Oversight. (Joint executive, legislative review committee created by executive order and operates under the governor)
- No  
 Yes Economic Impact Statement.

Computer Composition:

- No  
 Yes Computer Use.
- No  
 Yes Searchable Data Base. Planned: January, 1984
- No  
 Yes Cost-Savings.
- No  
 Yes Microfilm/Microfiche.

Other Services.

- No  
 Yes Editorial Standards Manual. Planned: September, 1982
- No  
 Yes Instruction in Regulations Drafting.
- |   |  |
|---|--|
| <input type="checkbox"/> Seminars                 | <input type="checkbox"/> Pre-Publication Review          |
| <input checked="" type="checkbox"/> Consultations | <input type="checkbox"/> Liaison Representative Required |
| <input type="checkbox"/> Manual                   | <input type="checkbox"/> Other (please explain)          |

## 1982 Survey of Codes and Registers

State: IOWA

Director/Editor: Phyllis Barry, Deputy Code Editor Agency: The Iowa Code Editor

Register: Iowa Administrative Bulletin

\*This information was obtained from the 1981 ACR Survey.

Staff: 6

Budget: Printing Expenses \$200,000  
                     Salaries                       
                     Subsidy Received 65%  
                     Subscriptions 425

Salary Budget and Operating Expense: \$450,000.00

Frequency of issue: Bi-weekly, every other Wednesday.

Circulation: Number Paid                       
                     Number Gratis                       
                     Price per Issue                       
                     Price for Subscription \$87.55/yearly

Sales Promotion: Subscription information available in bulletin

Distribution: General Services, Printing Division

Volume: Pages per Year 1700  
                     Pages per Issue 140

- Content:  Text     Notices Only
- |   |   |  |  |
|---|---|--|--|
| <input checked="" type="checkbox"/> Emergency Rules | <input type="checkbox"/> Hearings         | <input type="checkbox"/> Executive Items   | <input type="checkbox"/> Other <u>                    </u> |
| <input checked="" type="checkbox"/> Proposed Rules  | <input type="checkbox"/> Executive Orders | <input type="checkbox"/> Judicial Items    | <input type="checkbox"/> Other <u>                    </u> |
| <input checked="" type="checkbox"/> Adopted Rules   | <input type="checkbox"/> Proclamations    | <input type="checkbox"/> Legislative Items | <input type="checkbox"/> Other <u>                    </u> |
| <input type="checkbox"/> Open Meetings              | <input type="checkbox"/> State Contracts  | <input checked="" type="checkbox"/> Index  | <input type="checkbox"/> Other <u>                    </u> |

Format: Punched and stapled.

Code: Iowa Administrative Code

Staff: 6

Budget: Printing Expenses \$250,000  
                     Subsidy Received 65%  
                     Amount for Salaries                       
                     Subscriptions 425      650 gratis

Supplementation: Bi-Weekly

Circulation: Number Paid                       
                     Number Gratis                       
                     Price per volume \$579.89/yearly IAC - \$115.36/yearly - Supplement

Total Price for Set                       
                     Sales Promotion: Subscription information available in bulletin

Distribution: General Services, Printing Division

Volume:

(Please explain answers in detail.)

Law:

- No  
 Yes Correction of Nonsubstantive Errors. - Statutorily permitted
- No  
 Yes Correction of Substantive Errors. - No authority.
- No  
 Yes Official Text
- No  
 Yes Judicial Notice.
- No  
 Yes Annotate.
- No  
 Yes Edit. - Typos, spelling, grammar, format
- No  
 Yes Emergency Regulations. - Effective immediately upon filing for indefinite period unless stipulated.
- No  
 Yes Legislative Oversight. Six-member Administrative Rules Review Committee meets at least once monthly to selectively review proposals as well as adopted rules.
- No  
 Yes Economic Impact Statement. - May be requested while rules are under notice.

Computer Composition:

- No  
 Yes Computer Use. - Not in use.
- No  
 Yes Searchable Data Base.
- No  
 Yes Cost-Savings. - Using photo type setting with floppy disc storage.
- No  
 Yes Microfilm/Microfiche.

Other Services.

- No  
 Yes Editorial Standards Manual. - General information include in Volume I of Iowa Administrative Code.
- No  
 Yes Instruction in Regulations Drafting. - General information included in Volume I of Iowa Administrative Code.
- Seminars  Pre-Publication Review
- Consultations  Liaison Representative Required
- Manual  Other (please explain)

1982 Survey of Codes and Registers

State: KANSAS

Director/Editor:

Agency:

Register: NONE.

\*This information was obtained from the 1981 ACR Survey.

Staff:

Budget: Printing Expenses, Salaries, Subsidy Received, Subscriptions

Frequency of issue:

Circulation: Number Paid, Number Gr., Price per Issue, Price for Subscription, Sales Promotion:

Distribution:

Volume: Pages per Year, Pages per Issue

- Content: Text, Notices Only, Emergency Rules, Proposed Rules, Adopted Rules, Open Meetings, Hearings, Executive Orders, Proclamations, State Contracts, Executive Items, Judicial Items, Legislative Items, Index, Other

Format:

Code: KANSAS ADMINISTRATIVE REGULATIONS

Staff:

Budget: Printing Expenses, Subsidy Received, Amount for Salaries, Subscriptions

Supplementation: Temporary regulations distributed to purchasers of last annual supplement. Annual softbound cumulative supplement.

Circulation: Number Paid, Number Gratis, Price per volume, Total Price for Set, Sales Promotion: None.

Distribution:

Volume:

(Please explain answers in detail.)

Law:

No  
 Yes Correction of Nonsubstantive Errors.

No  
 Yes Correction of Substantive Errors.

No  
 Yes Official Text

No  
 Yes Judicial Notice.

No  
 Yes Annotate.

No  
 Yes Edit.

No  
 Yes Emergency Regulations.

No  
 Yes Legislative Oversight.

No  
 Yes Economic Impact Statement.

Computer  
Composition:

No  
 Yes Computer Use.

No  
 Yes Searchable Data Base.

No  
 Yes Cost-Savings.

No  
 Yes Microfilm/Microfiche.

Other  
Services.

No  
 Yes Editorial Standards Manual.

No  
 Yes Instruction in Regulations Drafting.

Seminars

Consultations

Manual

Pre-Publication Review

Liaison Representative Required

Other (please explain)

1982 Survey of Codes and Registers

State: KENTUCKY

Director/Editor: Susan C. Harding

Agency: Legislative Research Commission

Register: Administrative Register of Kentucky

Staff: Regulations Compiler, Asst. Compiler, Secretary, Legal Counsel

Budget: Printing Expenses, Salaries, Subsidy Received, Subscriptions

All budget monies are provided by subscriptions (\$36 for 12 issues)

Frequency of issue: Monthly

Circulation: Number Paid 700, Number Gratis 50 (LRC staff), Price per Issue \$3.00, Price for Subscription \$36 annually, Sales Promotion: None

Distribution: Subscription only.

Volume: Pages per Year approx. 1000, Pages per Issue approx. 80 - 100

- Content: [X] Text, [ ] Notices Only, [X] Emergency Rules, [X] Hearings, [ ] Executive Items, [ ] Other, [X] Proposed Rules, [X] Executive Orders, [ ] Judicial Items, [ ] Other, [ ] Adopted Rules, [ ] Proclamations, [ ] Legislative Items, [ ] Other, [X] Open Meetings, [ ] State Contracts, [X] Index, [ ] Other

Format:

Code: Kentucky Administrative Regulations Service

Staff: Same as Register

Budget: Printing Expenses, Subsidy Received, Amount for Salaries, Subscriptions

Budget provided by subscription

Supplementation: Administrative Register

Circulation: Number Paid 500, Number Gratis 50 (staff), Price per volume \$15.00, Total Price for Set \$75.00, Sales Promotion: None

Distribution: subscription only

(Please explain answers in detail.)

Law:

- No  
 Yes Correction of Nonsubstantive Errors. Corrected by compiler's office after contact with agency.
- No  
 Yes Correction of Substantive Errors. Must be approved by legislative Research Commission
- No  
 Yes Official Text By proposed amendment only
- No  
 Yes Judicial Notice.
- No  
 Yes Annotate.
- No  
 Yes Edit.
- No  
 Yes Emergency Regulations. Effective upon receipt by Compiler's office Must be processed for permanency at same time.
- No  
 Yes Legislative Oversight. Approved by Legislative Research Commission; effective upon approval.
- No  
 Yes Economic Impact Statement. recently passed in 1982 session. effective July 15, 1982.

Computer Composition:

- No  
 Yes Computer Use. Compugraphic
- No  
 Yes Searchable Data Base.
- No  
 Yes Cost-Savings.
- No  
 Yes Microfilm/Microfiche.

Other Services.

- No  
 Yes Editorial Standards Manual.
- No  
 Yes Instruction in Regulations Drafting.
- |  |   |
|--|---|
| <input type="checkbox"/> Seminars          | <input checked="" type="checkbox"/> Pre-Publication Review          |
| <input type="checkbox"/> Consultations     | <input checked="" type="checkbox"/> Liaison Representative Required |
| <input checked="" type="checkbox"/> Manual | <input type="checkbox"/> Other (please explain)                     |

1982 Survey of Codes and Registers

State: LOUISIANA

Director/Editor: Mai Abington/ Tom Aiken

Agency: Dept. of the State Register

Register: Louisiana Register

Staff: 5 people

Budget:	Printing Expenses	\$57,000
	Salaries	63,000
	Subsidy Received	147,000
	Subscriptions	29,000

Frequency of issue: Monthly

Circulation:	Number Paid	835
	Number Gratis	225
	Price per Issue	\$4.00

Price for Subscription \$45.00/ \$35.00 for state agencies

Sales Promotion:

Distribution: By mail and messenger service

Volume:	Pages per Year	700-720
	Pages per Issue	50-60

Content:  Text  Notices Only

<input checked="" type="checkbox"/> Emergency Rules	<input checked="" type="checkbox"/> Hearings	<input type="checkbox"/> Executive Items	<input checked="" type="checkbox"/> Other
<input checked="" type="checkbox"/> Proposed Rules	<input checked="" type="checkbox"/> Executive Orders	<input type="checkbox"/> Judicial Items	<input type="checkbox"/> Other
<input checked="" type="checkbox"/> Adopted Rules	<input type="checkbox"/> Proclamations	<input type="checkbox"/> Legislative Items	<input type="checkbox"/> Other
<input checked="" type="checkbox"/> Open Meetings	<input type="checkbox"/> State Contracts	<input checked="" type="checkbox"/> Index	<input type="checkbox"/> Other

Format:

Legislative Oversight Committee Reports

Code: in planning s

Staff:

Budget:	Printing Expenses	_____
	Subsidy Received	_____
	Amount for Salaries	_____
	Subscriptions	_____

Supplementation:

Circulation:	Number Paid	_____
	Number Gratis	_____
	Price per volume	_____
	Total Price for Set	_____
	Sales Promotion:	_____

Distribution:

Volume:

MAY 21 1982 AUSTIN TEXAS

(Please explain answers in detail.)

Law:

- No  
 Yes Correction of Nonsubstantive Errors.  
No statutory provision but the Register contains an Errata section for typographical and omission errors.
- No  
 Yes Correction of Substantive Errors.  
No statutory provision. Substantive errors must be corrected by the agency by submitting a correct Notice of Intent and beginning the process over.
- No  
 Yes Official Text  
Yes, but original copy takes precedence
- No  
 Yes Judicial Notice.
- No  
 Yes Annotate.
- No  
 Yes Edit.  
Edit for typos, spelling, grammar, and, after checking with the agency, meaning and clarity of content.
- No  
 Yes Emergency Regulations.  
Effective for 120 days; 5 days notice to adopt
- No  
 Yes Legislative Oversight.  
Committees can veto, but that veto can be countermanded by the Governor. Committees sends veto to Governor who has 5 days to countermand. No action by Governor means Rule cannot be adopted until modified.
- No  
 Yes Economic Impact Statement.  
Required with Notices of Intent.

Computer Composition:

- No  
 Yes Computer Use.  
The print shop uses a computer in the process of printing the Register. The contents are stored on a floppy disk.
- No  
 Yes Searchable Data Base.
- No  
 Yes Cost Savings.
- No  
 Yes Microfilm/Microfiche.

Other Services.

- No  
 Yes Editorial Standards Manual.
- No  
 Yes Instruction in Regulations Drafting.
- |   |  |
|---|--|
| <input type="checkbox"/> Seminars                 | <input type="checkbox"/> Pre-Publication Review          |
| <input checked="" type="checkbox"/> Consultations | <input type="checkbox"/> Liaison Representative Required |
| <input checked="" type="checkbox"/> Manual        | <input type="checkbox"/> Other (please explain)          |

1982 Survey of Codes and Registers

State: Maine

Director/Editor: James S. Henderson Agency: Secretary of State  
Deputy Secretary of State  
Lucille weeks, Admin. Procedures Officer

Register: None

Staff: 1

Budget: Printing Expenses \_\_\_\_\_  
Salaries \_\_\_\_\_  
Subsidy Received \_\_\_\_\_  
Subscriptions \_\_\_\_\_

Frequency of issue:

Circulation: Numbe. Paid \_\_\_\_\_  
Number Gratis \_\_\_\_\_  
Price per Issue \_\_\_\_\_  
Price for Subscription \_\_\_\_\_  
Sales Promotion:

Distribution:

Volume: Pages per Year \_\_\_\_\_  
Pages per Issue \_\_\_\_\_

- Content:  Text  Notices Only
- |  |   |  |                                      |
|--|---|--|--------------------------------------|
| <input type="checkbox"/> Emergency Rules | <input type="checkbox"/> Hearings         | <input type="checkbox"/> Executive Items   | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Proposed Rules  | <input type="checkbox"/> Executive Orders | <input type="checkbox"/> Judicial Items    | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Adopted Rules   | <input type="checkbox"/> Proclamations    | <input type="checkbox"/> Legislative Items | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Open Meetings   | <input type="checkbox"/> State Contracts  | <input type="checkbox"/> Index             | <input type="checkbox"/> Other _____ |

Format:

Code: None

Staff:

Budget: Printing Expenses \_\_\_\_\_  
Subsidy Received \_\_\_\_\_  
Amount for Salaries \_\_\_\_\_  
Subscriptions \_\_\_\_\_

Supplementation:

Circulation: Number Paid \_\_\_\_\_  
Number Gratis \_\_\_\_\_  
Price per volume \_\_\_\_\_  
Total Price for Set \_\_\_\_\_  
Sales Promotion:

Distribution:

Volume:

(Please explain answers in detail.)

Law:

No  
 Yes ~~Corrective or~~ Insubstantive Errors.

No  
 Yes Corrective or Substantive Errors.

No  
 Yes Official Text

No  
 Yes Judicial Notice.

No  
 Yes Annotate.

No  
 Yes Edit.

No  
 Yes Emergency Regulations.

No  
 Yes Legislative Oversight.

No  
 Yes Economic Impact Statement.

Computer  
Composition:

No  
 Yes Computer Use.

No  
 Yes Searchable Data Base.

No  
 Yes Cost-Savings.

No  
 Yes Microfilm/Microfiche.

Other  
Services.

No  
 Yes Editorial Standards Manual.

No  
 Yes Instruction in Regulations Drafting.

Seminars

Consultations

Manual

Pre-Publication Review

Liaison Representative Required

Other (please explain)

# 1982 Survey of Codes and Registers

State: MARYLAND

Director/Editor: ROBERT J. COLBORN, JR.

Agency: DIVISION OF STATE DOCUMENTS

Register: MARYLAND REGISTER

Staff: 3

Budget:	Printing Expenses	<u>\$175,904</u>
	Salaries	<u>\$ 41,243</u>
	Subsidy Received	<u>25%</u>
	Subscriptions	<u>\$128,480</u>

Frequency of issue: Bi-weekly (every 2 weeks)

Circulation:	Number Paid	<u>2,400</u>
	Number Gratis	<u>400</u>
	Price per Issue	<u>\$2</u>
	Price for Subscription	<u>\$55</u>

Sales Promotion: Direct mail using mailing lists of other agencies; State Bar Magazine; direct mail to State attorneys; "piggy-backing" on mailers of other State agencies.

Distribution: 1st Class Mail - in-house; Second Class - commercial

Volume:	Pages per Year	<u>approx. 2,600</u>
	Pages per Issue	<u>approx. 100</u>

Content:  Text  Notices Only

<input checked="" type="checkbox"/> Emergency Rules	<input checked="" type="checkbox"/> Hearings	<input checked="" type="checkbox"/> Executive Items	<input checked="" type="checkbox"/> Other <u>AG opinions</u>
<input checked="" type="checkbox"/> Proposed Rules	<input checked="" type="checkbox"/> Executive Orders	<input checked="" type="checkbox"/> Judicial Items	<input type="checkbox"/> Other <u>(synopses)</u>
<input checked="" type="checkbox"/> Adopted Rules	<input checked="" type="checkbox"/> Proclamations	<input checked="" type="checkbox"/> Legislative Items	<input type="checkbox"/> Other _____
<input checked="" type="checkbox"/> Open Meetings	<input checked="" type="checkbox"/> State Contracts	<input checked="" type="checkbox"/> Index	<input type="checkbox"/> Other _____

Format:

Code: CODE OF MARYLAND REGULATIONS

Staff: 3

Budget:	Printing Expenses	<u>\$ 85,760</u>	
	Subsidy Received	<u>0% per copy;</u>	<u>difference between subscriptions &amp; expenses is in stock &amp; gratis copies</u>
	Amount for Salaries	<u>\$ 42,688</u>	
	Subscriptions	<u>\$ 41,000</u>	

Supplementation:

Circulation:	Number Paid	<u>150 full; 6,000 partial</u>
	Number Gratis	<u>100</u>
	Price per volume	<u>Variable (\$1 to \$90) depending on size</u>
	Total Price for Set	<u>\$ 460</u>

Sales Promotion: Direct mail to State attorneys; State Bar Magazine; direct mail using other agencies' mailing lists.

Distribution: In-house

Volume: 12,000 pages total; approximately 3,600 pages/year

(Please explain answers in detail.)

Law:

- No  
 Yes Correction of Nonsubstantive Errors. By Errata
- No  
 Yes Correction of Substantive Errors. Agency must re-promulgate
- No  
 Yes Official Text
- No  
 Yes Judicial Notice.
- No  
 Yes Annotate. We have the authority to annotate, but have not done so extensively
- No  
 Yes Edit.
- No  
 Yes Emergency Regulations.
- No  
 Yes Legislative Oversight. Legislative veto granted to Legislative Committee by agreement with the Governor
- No  
 Yes Economic Impact Statement. Required with each proposed regulation

Computer Composition:

- No  
 Yes Computer Use. Computer is the property of the compositor. Data base is the property of the State
- No  
 Yes Searchable Data Base. Development has begun and a searchable data base should be operative within 18 months
- No  
 Yes Cost-Savings. There are savings in composing the Code using Register data file
- No  
 Yes Microfilm/Microfiche.

Other Services.

- No  
 Yes Editorial Standards Manual.
- No  
 Yes Instruction in Regulations Drafting.
  - Seminars  Pre-Publication Review
  - Consultations  Liaison Representative Required
  - Manual  Other (please explain)

1982 Survey of Codes and Registers

State: Massachusetts

Director/Editor: Kathryn K. Maillett Agency: Massachusetts Regulations

Division/Secretary of State

Register: Massachusetts Register

Staff: 8

Budget: Printing Expenses: \_\_\_\_\_  
Salaries: not available  
Subsidy Received: 10% approx.  
Subscriptions: 320 paid - 34 gratis

Frequency of issue: weekly

Circulation: Number Paid: 320  
Number Gratis: 34  
Price per Issue: \_\_\_\_\_  
Price for Subscription: \$85/year

Sales Promotion: Direct mail - Bar Association meetings

Distribution: In-house

Volume: Pages per Year: 8,000  
Pages per Issue: \_\_\_\_\_

Content:  Text  Notices Only  
 Emergency Rules  Hearings  Executive Items  Other Op. A.G.  
 Proposed Rules  Executive Orders  Judicial Items  Other Public  
 Adopted Rules  Proclamations  Legislative Items  Other interest  
 Open Meetings  State Contracts  Index  Other \_\_\_\_\_

Format: Full text published

Code: \_\_\_\_\_

Staff: \_\_\_\_\_

Budget: Printing Expenses: not available  
Subsidy Received: 10% approx.  
Amount for Salaries: \_\_\_\_\_  
Subscriptions: 233 paid - full code no longer available.

Supplementation: \_\_\_\_\_

Circulation: Number Paid: 233  
Number Gratis: \_\_\_\_\_  
Price per volume: \$470 - \$120/year for quarterly supplements  
Total Price for Set: \$470

Sales Promotion: Direct mail, advertisements in Lawyer's Weekly, Bar Association Meetings

Distribution: In house - code is available by title or chapter.

Volume: \_\_\_\_\_

(Please explain answers in detail.)

Law:

No  
 Yes Correction of Nonsubstantive Errors. No statutory provision.

No  
 Yes Correction of Substantive Errors. No statutory provision.

No  
 Yes Official Text

No  
 Yes Judicial Notice.

No  
 Yes Annotate.

No  
 Yes Edit. NO STATUTORY AUTHORITY.

No  
 Yes Emergency Regulations. Emergency regulations become effective upon filing with the Secretary. They remain in effect for 3 mos. They become permanent if, during that 3 mos. the agency holds a public hearing, notifies the public and files notice of Legislative Oversight. compliance with State Secretary.

Required for 5 agencies.

No  
 Yes Economic Impact Statement.

Computer Composition:

No  
 Yes Computer Use.

No  
 Yes Searchable Data Base.

No  
 Yes Cost-Savings. Regulations published in the Register are also filed in "machine-readable" form (CR or Mag Card) to be transferred to memory base and produce new Code pages. Estimated savings in proofing and re-

No  
 Yes Microfilm/Microfiche. keyboarding are about \$30,000.

Other Services.

No  
 Yes Editorial Standards Manual.

No  
 Yes Instruction in Regulations Drafting.

Seminars

Pre-Publication Review

Consultations

Liaison Representative Required

Manual

Other (please explain)

# 1982 Survey of Codes and Registers

State: MICHIGAN

Director/Editor: \_\_\_\_\_

Agency: Legislative Council  
Legislative Service Bureau

Register: N/A

\*This information was obtained from the 1981 ACR Survey.

Staff: \_\_\_\_\_

Budget: Printing Expenses \_\_\_\_\_  
Salaries \_\_\_\_\_  
Subsidy Received \_\_\_\_\_  
Subscriptions \_\_\_\_\_

Frequency of issue: \_\_\_\_\_

Circulation: Number Paid \_\_\_\_\_  
Number Gratis \_\_\_\_\_  
Price per Issue \_\_\_\_\_  
Price for Subscription \_\_\_\_\_  
Sales Promotion: \_\_\_\_\_

Distribution: \_\_\_\_\_

Volume: Pages per Year \_\_\_\_\_  
Pages per Issue \_\_\_\_\_

Content:  Text  Notices Only  
 Emergency Rules  Hearings  Executive Items  Other \_\_\_\_\_  
 Proposed Rules  Executive Orders  Judicial Items  Other \_\_\_\_\_  
 Adopted Rules  Proclamations  Legislative Items  Other \_\_\_\_\_  
 Open Meetings  State Contracts  Index  Other \_\_\_\_\_

Format: \_\_\_\_\_

Code: Michigan Administrative Code

Staff: Legal Editor, 2 attorneys, one secretary

Budget: Printing Expenses \_\_\_\_\_  
Subsidy Received Approx. \$250,000, which we are attempting to  
Amount for Salaries \_\_\_\_\_ recover through sales to private  
Subscriptions To date, 650 private subscribers; 800 sets distributed  
free-of-charge to state agencies.

Supplementation: \_\_\_\_\_

Circulation: Number Paid 5,238 Indexed by subject matter and by  
Number Gratis \_\_\_\_\_ Department.  
Price per volume \_\_\_\_\_  
Total Price for Set \_\_\_\_\_  
Sales Promotion: Advertising; telephone calls to law firm .

Distribution: By Department of Management & Budget.

Volume: \_\_\_\_\_

(Please explain answers in detail.)

Law:

- No  
 Yes Correction of Nonsubstantive Errors.
- No  
 Yes Correction of Substantive Errors. - By amendment.
- No  
 Yes Official Text - Filed with the Secretary of State.
- No  
 Yes Judicial Notice.
- No  
 Yes Annotate. - History notes; editor's notes; cross-reference.
- No  
 Yes Edit.
- No  
 Yes Emergency Regulations.
- No  
 Yes Legislative Oversight.
- No  
 Yes Economic Impact Statement.

Computer  
Composition:

- No  
 Yes Computer Use.
- No  
 Yes Searchable Data Base.
- No  
 Yes Cost-Savings. - To be determined.
- No  
 Yes Microfilm/Microfiche.

Other  
Services.

- No  
 Yes Editorial Standards Manual.
- No  
 Yes Instruction in Regulations Drafting.
- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Seminars | <input type="checkbox"/> Pre-Publication Review          |
| <input type="checkbox"/> Consultations       | <input type="checkbox"/> Liaison Representative Required |
| <input type="checkbox"/> Manual              | <input type="checkbox"/> Other (please explain)          |

# 1982 Survey of Codes and Registers

State: Minnesota

Director/Editor: Carol Porter

Agency: Dept. of Administration

Register: Minnesota State Register

Staff: .5 FTE

Budget: Printing Expenses 116,000  
Salaries 12,500  
Subsidy Received None  
Subscriptions 850

Frequency of issue: Weekly

Circulation: Number Paid 725  
Number Gratis 125  
Price per Issue \$3.00  
Price for Subscription \$130.00

Sales Promotion: Direct mail, public service announcements, appearance at conventions.

Distribution: Distributed by printer through USPS.

Volume: Pages per Year 2,340  
Pages per Issue 45

Content:  Text  Notices Only

<input checked="" type="checkbox"/> Emergency Rules	<input checked="" type="checkbox"/> Hearings	<input checked="" type="checkbox"/> Executive Items	<input type="checkbox"/> Other _____
<input checked="" type="checkbox"/> Proposed Rules	<input checked="" type="checkbox"/> Executive Orders	<input checked="" type="checkbox"/> Judicial Items	<input type="checkbox"/> Other _____
<input checked="" type="checkbox"/> Adopted Rules	<input type="checkbox"/> Proclamations	<input type="checkbox"/> Legislative Items	<input type="checkbox"/> Other _____
<input checked="" type="checkbox"/> Open Meetings	<input checked="" type="checkbox"/> State Contracts	<input checked="" type="checkbox"/> Index	<input type="checkbox"/> Other _____

Format: Magazine

Code: The SRPD will no longer publish the Minnesota Rules after July 1, 1982.

Staff: This function will be assumed by the Minnesota Revisor of Statutes but won't be published until mid-1983.

Budget: Printing Expenses \_\_\_\_\_  
Subsidy Received \_\_\_\_\_  
Amount for Salaries \_\_\_\_\_  
Subscriptions \_\_\_\_\_

Supplementation:

Circulation: Number Paid \_\_\_\_\_  
Number Gratis \_\_\_\_\_  
Price per volume \_\_\_\_\_  
Total Price for Set \_\_\_\_\_  
Sales Promotion:

Distribution:

Volume:

(Please explain answers in detail.)

Law:

No  
 Yes Correction of Nonsubstantive Errors.

No  
 Yes Correction of Substantive Errors.

No  
 Yes Official Text

No  
 Yes Judicial Notice.

No  
 Yes Annotate.

No  
 Yes Edit.

No  
 Yes Emergency Regulations.

No  
 Yes Legislative Oversight.

No  
 Yes Economic Impact Statement.

Computer  
Composition:

No  
 Yes Computer Use.

No  
 Yes Searchable Data Base.

No  
 Yes Cost-Savings.

No  
 Yes Microfilm/Microfiche.

Other  
Services.

No  
 Yes Editorial Standards Manual.

No  
 Yes Instruction in Regulations Drafting.

Seminars

Consultations

Manual

Pre-Publication Review

Liaison Representative Required

Other (please explain)

1982 Survey of Codes and Registers

State: Mississippi

Director/Editor: \_\_\_\_\_

Agency: Secretary of State

Register: Mississippi Register

Staff: \_\_\_\_\_

Budget: Printing Expenses \$3,125.00 includes postage

Salaries NA

Subsidy Received 0

Subscriptions 700

Frequency of issue: Monthly

Circulation: Number Paid 0

Number Gratis 700

Price per Issue NA

Price for Subscription NA

Sales Promotion: \_\_\_\_\_

Distribution: Per request

Volume: Pages per Year Approx. 96

Pages per Issue 8

Content:  Text  Notices Only

Emergency Rules  Hearings

Proposed Rules  Executive Orders

Adopted Rules  Proclamations

Open Meetings  State Contracts

Executive Items  Other \_\_\_\_\_

Judicial Items  Other \_\_\_\_\_

Legislative Items  Other \_\_\_\_\_

Index  Other \_\_\_\_\_

Format: See enclosed issue

Code: Asst.

Staff: \_\_\_\_\_

Budget: Printing Expenses \_\_\_\_\_

Subsidy Received \_\_\_\_\_

Amount for Salaries \_\_\_\_\_

Subscriptions \_\_\_\_\_

Supplementation: \_\_\_\_\_

Circulation: Number Paid \_\_\_\_\_

Number Gratis \_\_\_\_\_

Price per volume \_\_\_\_\_

Total Price for Set \_\_\_\_\_

Sales Promotion: \_\_\_\_\_

Distribution: \_\_\_\_\_

(Please explain answers in detail.)

Law:

No  
 Yes Correction of Nonsubstantive Errors.

No  
 Yes Correction of Substantive Errors.

No  
 Yes Official Text

No  
 Yes Judicial Notice.

No  
 Yes Annotate.

No  
 Yes Edit.

No  
 Yes Emergency Regulations.

No  
 Yes Legislative Oversight.

No  
 Yes Economic Impact Statement.

Computer  
Composition:

No  
 Yes Computer Use.

No  
 Yes Searchable Data Base.

No  
 Yes Cost-Savings.

No  
 Yes Microfilm/Microfiche.

Other  
Services.

No  
 Yes Editorial Standards Manual.

No  
 Yes Instruction in Regulations Drafting.

Seminars

Consultations

Manual

Pre-Publication Review

Liaison Representative Required

Other (please explain)

# 1982 Survey of Codes and Registers

State: Missouri

Director/Editor: Carolyn Underwood

Agency: Secretary of State, Administrative Rules

Register: Missouri Register

Staff: 4, 2 summer

Budget:	Printing Expenses	<u>\$93,101.95</u>
	Salaries	<u>\$30,495.42</u>
	Subsidy Received	<u>\$0</u>
	Subscriptions	<u>\$47,936.00</u>

Frequency of issue: monthly (moving to bi-monthly)

Circulation:	Number Paid	<u>856</u>
	Number Gratis	<u>40</u>
	Price per Issue	<u>\$5</u>
	Price for Subscription	<u>\$56</u>

Sales Promotion: direct mail, packet to graduating law classes, "blurbs" in other state agency publications, flyers upon request

Distribution: mailed 2nd class by printer

Volume:	Pages per Year	<u>1500</u>
	Pages per Issue	<u>130</u>

Content:  Text  Notices Only

<input checked="" type="checkbox"/> Emergency Rules	<input checked="" type="checkbox"/> Hearings	<input type="checkbox"/> Executive Items	<input type="checkbox"/> Other _____
<input checked="" type="checkbox"/> Proposed Rules	<input type="checkbox"/> Executive Orders	<input checked="" type="checkbox"/> Judicial Items	<input type="checkbox"/> Other _____
<input checked="" type="checkbox"/> Adopted Rules	<input type="checkbox"/> Proclamations	<input type="checkbox"/> Legislative Items	<input type="checkbox"/> Other _____
<input checked="" type="checkbox"/> Open Meetings	<input type="checkbox"/> State Contracts	<input checked="" type="checkbox"/> Index	<input type="checkbox"/> Other _____

Format: full text published, bracketed deletions, bold faced insert material

Code: Code of State Regulations

Staff: 4, 2 summer

Budget:	Printing Expenses	<u>\$78,572.87</u>
	Subsidy Received	<u>\$0</u>
	Amount for Salaries	<u>\$30,495.42</u>
	Subscriptions	<u>\$22,830.00</u>

Supplementation: semi-annual (moving to quarterly)

Circulation:	Number Paid	<u>761</u>
	Number Gratis	<u>40</u>
	Price per volume	<u>not sold individually</u>
	Total Price for Set	<u>\$235</u>

Sales Promotion: direct mail, packet to graduating law classes, "blurbs" in other state agency publications, flyers upon request, sale on Code for \$100

Distribution: in-house, UPS

(Please explain answers in detail.)

Law:

- No  
 Yes Correction of Nonsubstantive Errors. Spelling & typographical errors may be corrected
- No  
 Yes Correction of Substantive Errors. No statutory provision; amendment process only method to correct grave errors
- No  
 Yes Official Text
- No  
 Yes Judicial Notice. Code only.
- No  
 Yes Annotate.
- No  
 Yes Edit. No statutory authority; re-phrasing is a common practice; typos, spelling & grammar are edited
- No  
 Yes Emergency Regulations. Emergency filings effective 10 days post filing in our office, 120-day effective period; non-renewable, must be accompanied by a statement detailing rationale for emergency, constitutional amendment on ballot in
- No  
 Yes Legislative Oversight. Nov. to give the legislature greater K.O. powers. Joint committee on Administrative Rules can give agencies flack concerning rulemaking & currently have been given legislative power to suspend portions of a rule & even that agency's future rights to promulgate.
- No  
 Yes Economic Impact Statement. Fiscal notes & statements are required if the rulemaking cost to the state or private entities is more than \$500.

Computer Composition:

- No  
 Yes Computer Use. Currently placing all of current Code into magnetic tape. Agency users will key copy into terminals, our division will edit and transmit thru a black box to a photo-typesetter, camera-ready copy will be sent to state print shop and sheltered workshop will mail.
- No  
 Yes Searchable Data Base. We hope to be able to index by rule number, subject matter and cross-referenced statutes. Rules will also be located historically.
- No  
 Yes Cost-Savings. We estimate more than \$100,000 will be saved by in-house composition and utilization of the state print shop.
- No  
 Yes Microfilm/Microfiche. The magnetic film will be used to create fiche which will allow us to sell portions of the Code; historical copies are already on microfilm.

Other Services.

- No  
 Yes Editorial Standards Manual. Last edition December 1980, another is in process due to computerization
- No  
 Yes Instruction in Regulations Drafting.
- Seminars  Pre-Publication Review
- Consultations  Liaison Representative Required
- Manual  Other (please explain)

1982 Survey of Codes and Registers

State: MONTANA

Director/Editor:

Agency: Office of the Secretary of State, Helena, Montana 59620

Register: \_\_\_\_\_

Staff:

Budget: Printing Expenses Figures not available.
Salaries Legislation Pending on Budgeting

Subsidy Received
Subscriptions 330
\*This information was obtained from the 1981 Survey.

Frequency of issue: Twice monthly

Circulation: Number Paid
Number Gratis
Price per Issue \$93.00 per year.
Price for Subscription
Sales Promotion: Bar Association Journal

Distribution: U.S. Mail

Volume: Pages per Year 3138 (1980) 1797 (1979) 1767 (1978)
Pages per Issue

Content: [ ] Text [ ] Notices Only
[X] Emergency Rules [ ] Hearings [ ] Executive Items [ ] Other
[X] Proposed Rules [ ] Executive Orders [ ] Judicial Items [ ] Other
[X] Adopted Rules [ ] Proclamations [ ] Legislative Items [ ] Other
[X] Open Meetings [ ] State Contracts [X] Index [ ] Other
cross reference
index published twice a year.

Format: Set down by Secretary of State's Office.

Code: \_\_\_\_\_

Staff:

Budget: Printing Expenses
Subsidy Received Contents: Permanent rules
Amount for Salaries
Subscriptions 330

Supplementation: Updates furnished on a quarterly basis

Circulation: Number Paid
Number Gratis
Price per volume \$190.00 + \$67.00 per 1981 updates
Total Price for Set
Sales Promotion: Bar Association journal

Distribution: U.S. Mail

Volume:

(Please explain answers in detail.)

Law:

- No  
 Yes Correction of Nonsubstantive Errors. - Correct errors and inconsistencies.
- No  
 Yes Correction of Substantive Errors. - No authority.
- No  
 Yes Official Text - No authority.
- No  
 Yes Judicial Notice.
- No  
 Yes Annotate.
- No  
 Yes Edit. - Correct errors and inconsistencies
- No  
 Yes Emergency Regulations. - Effective 120 days upon filing with Secretary of State.
- No  
 Yes Legislative Oversight. - Department of Revenue's rules are forwarded to Oversight committee.
- No  
 Yes Economic Impact Statement. - Legislature pending.

Computer Composition:

- No  
 Yes Computer Use.
- No  
 Yes Searchable Data Base.
- No  
 Yes Cost-Savings.
- No  
 Yes Microfilm/Microfiche.

Other Services.

- No  
 Yes Editorial Standards Manual.
- No  
 Yes Instruction in Regulations Drafting. - Format manual published by the Office of the Secretary of State.
- Seminars  Pre-Publication Review
- Consultations  Liaison Representative Required
- Manual  Other (please explain)

1982 Survey of Codes and Registers

State: NEBRASKA

Director/Editor: \_\_\_\_\_

Agency: \_\_\_\_\_

Register: None

Staff: \_\_\_\_\_

Budget: Printing Expenses \_\_\_\_\_  
Salaries \_\_\_\_\_  
Subsidy Received \_\_\_\_\_  
Subscriptions \_\_\_\_\_

Frequency of issue: \_\_\_\_\_

Circulation: Number Paid \_\_\_\_\_  
Number Gratis \_\_\_\_\_  
Price per Issue \_\_\_\_\_  
Price for Subscription \_\_\_\_\_  
Sales Promotion: \_\_\_\_\_

Distribution: \_\_\_\_\_

Volume: Pages per Year \_\_\_\_\_  
Pages per Issue \_\_\_\_\_

- Content:  Text  Notices Only
- |  |   |  |                                      |
|--|---|--|--------------------------------------|
| <input type="checkbox"/> Emergency Rules | <input type="checkbox"/> Hearings         | <input type="checkbox"/> Executive Items   | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Proposed Rules  | <input type="checkbox"/> Executive Orders | <input type="checkbox"/> Judicial Items    | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Adopted Rules   | <input type="checkbox"/> Proclamations    | <input type="checkbox"/> Legislative Items | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Open Meetings   | <input type="checkbox"/> State Contracts  | <input type="checkbox"/> Index             | <input type="checkbox"/> Other _____ |

Format: \_\_\_\_\_

Code: Nebraska Administrative Code

Staff: \_\_\_\_\_

Budget: Printing Expenses \_\_\_\_\_  
Subsidy Received \_\_\_\_\_  
Amount for Salaries \_\_\_\_\_  
Subscriptions \_\_\_\_\_

Supplementation: \_\_\_\_\_

Circulation: Number Paid \_\_\_\_\_  
Number Gratis \_\_\_\_\_  
Price per volume \_\_\_\_\_  
Total Price for Se: \_\_\_\_\_  
Sales Promotion: \_\_\_\_\_

Distribution: \_\_\_\_\_

This has not changed - just the name - which you may already have.

(Please explain answers in detail.)

Law:

No  
 Yes Correction of Nonsubstantive Errors.

NO CHANGE.

No  
 Yes Correction of Substantive Errors.

No  
 Yes Official Text

No  
 Yes Judicial Notice.

No  
 Yes Annotate.

No  
 Yes Edit.

No  
 Yes Emergency Regulations. Same as before.

No  
 Yes Legislative Oversight Same as before.

No  
 Yes Economic Impact Statement. for Governor's approval only.

Computer

Composition:

No  
 Yes Computer Use.

No  
 Yes Searchable Data Base.

No  
 Yes Cost-Savings.

No  
 Yes Microfilm/Microfiche.

Other  
Services.

No  
 Yes Editorial Standards Manual.

No  
 Yes Instruction in Regulations Drafting.

Seminars

Pre-Publication Review

Consultations

Liaison Representative Required

Manual

Federal Registers

Other (please explain)

1982 Survey of Codes and Registers

State: Nevada

Director/Editor: Legislative Counsel Agency: Legislative Counsel Bureau

Register: None

Staff:
Budget: Printing Expenses
Salaries
Subsidy Received
Subscriptions

Frequency of issue:
Circulation: Number Paid
Number Gratis
Price per Issue
Price for Subscription
Sales Promotion:

Distribution:
Volume: Pages per Year
Pages per Issue

- Content: Text, Notices Only, Emergency Rules, Hearings, Executive Items, Other, Proposed Rules, Executive Orders, Judicial Items, Other, Adopted Rules, Proclamations, Legislative Items, Other, Open Meetings, State Contracts, Index, Other

Format:

Code: Yes

Staff: Eight persons (part-time) until codification is completed; then probably three or four part-time.

Budget: Printing Expenses
Subsidy Received
Amount for Salaries
Subscriptions

Supplementation: As new regulations are adopted, in batches.

Circulation: Number Paid
Number Gratis
Price per volume
Total Price for Set
Sales Promotion:

Distribution: Secretary of state, attorney general, supreme court law library; all county law libraries in fall 1982; any others ordered.

Volume:

(Please explain answers in detail.)

Law:

- No  
 Yes Correction of Nonsubstantive Errors.
- No  
 Yes Correction of Substantive Errors. Through adopting agency.
- No  
 Yes Official Text
- No  
 Yes Judicial Notice. Will be recommended to legislature when code is complete.
- No  
 Yes Annotate.
- No  
 Yes Edit.
- No  
 Yes Emergency Regulations.
- No  
 Yes Legislative Oversight. By legislative commission; legislative counsel advises.
- No  
 Yes Economic Impact Statement. To legislative commission, not published.

Computer Composition:

- No  
 Yes Computer Use.
- No  
 Yes Searchable Data Base.
- No  
 Yes Cost-Savings.
- No  
 Yes Microfilm/Microfiche.

Other Services.

- No  
 Yes Editorial Standards Manual. A short memorandum
- No  
 Yes Instruction in Regulations Drafting.
- Seminars  
 Consultations  
 Manual
- Pre-Publication Review  
 Liaison Representative Required  
 Other (please explain)

1982 Survey of Codes and Registers

State: New Hampshire

Director/Editor: Stephen C. Shaw

Agency: Division of Administrative Procedures

Register: New Hampshire Rulemaking Register

Staff: 2

Budget: Printing Expenses \_\_\_\_\_  
Salaries \_\_\_\_\_  
Subsidy Received \_\_\_\_\_  
Subscriptions \_\_\_\_\_

Frequency of issue: weekly

Circulation: Number Paid 125  
Number Gratis 100

Price per Issue \_\_\_\_\_  
Price for Subscription \$30 per year

Sales Promotion: \_\_\_\_\_

Distribution: \_\_\_\_\_

Volume: Pages per Year 400  
Pages per Issue 8

Content:  Text  Notices Only  
 Emergency Rules  Hearings  
 Proposed Rules  Executive Orders  
 Adopted Rules  Proclamations  
 Open Meetings  State Contracts

Executive Items  Other \_\_\_\_\_  
 Judicial Items  Other \_\_\_\_\_  
 Legislative Items  Other \_\_\_\_\_  
 Index  Other \_\_\_\_\_

Format: see copy attached

Code: none

Staff: \_\_\_\_\_

Budget: Printing Expenses \_\_\_\_\_  
Subsidy Received \_\_\_\_\_  
Amount for Salaries \_\_\_\_\_  
Subscriptions \_\_\_\_\_

Supplementation: \_\_\_\_\_

Circulation: Number Paid \_\_\_\_\_  
Number Gratis \_\_\_\_\_

Price per volume \_\_\_\_\_  
Total Price for Set \_\_\_\_\_  
Sales Promotion: \_\_\_\_\_

Distribution: \_\_\_\_\_

Volume: \_\_\_\_\_

Register, in first year of operation, was self-sustaining. It is photo-off-set from copy submitted by agencies.

(Please explain answers in detail.)

Law:

No  
 Yes Correction of Nonsubstantive Errors.

No  
 Yes Correction of Substantive Errors.

No  
 Yes Official Text

No  
 Yes Judicial Notice.

No  
 Yes Annotate.

No  
 Yes Edit.

No  
 Yes Emergency Regulations.

No  
 Yes Legislative Oversight.

No  
 Yes Economic Impact Statement.

Computer  
Composition:

No  
 Yes Computer Use.

No  
 Yes Searchable Data Base.

No  
 Yes Cost-Savings.

No  
 Yes Microfilm/Microfiche.

Other  
Services.

No  
 Yes Editorial Standards Manual.

No  
 Yes Instruction in Regulations Drafting.

Seminars

Consultations

Manual

Pre-Publication Review

Liaison Representative Required

Other (please explain)



(Please explain answers in detail.)

Law:

No  
 Yes Correction of Nonsubstantive Errors.

No  
 Yes Correction of Substantive Errors.

No  
 Yes Official Text

No  
 Yes Judicial Notice.

No  
 Yes Annotate.

No  
 Yes Edit.

No  
 Yes Emergency Regulations.

No  
 Yes Legislative Oversight. Sent to legislation for review. However, they have no veto power.

No  
 Yes Economic Impact Statement. Required.

Computer Composition:

No  
 Yes Computer Use.

No  
 Yes Searchable Data Base.

No  
 Yes Cost-Savings.

No  
 Yes Microfilm/Microfiche.

Other Services.

No  
 Yes Editorial Standards Manual. Yes, we do use a manual, and we are in the process of preparing something on the same rein to be used by our judges, but nothing for public on rules.

No  
 Yes Instruction in Regulations Drafting.

Seminars

Pre-Publication Review

Consultations

Liaison Representative Required

Manual

Other (please explain)

Our filings staff works closely with the APO officers in the State Agencies.



(Please explain answers in detail.)

Law:

No  
 Yes Correction of Nonsubstantive Errors.

No  
 Yes Correction of Substantive Errors.

No  
 Yes Official Text

No  
 Yes Judicial Notice.

No  
 Yes Annotate.

No  
 Yes Edit.

No  
 Yes Emergency Regulations.

No  
 Yes Legislative Oversight.

No  
 Yes Economic Impact Statement.

Computer  
Composition:

No  
 Yes Computer Use. Word Processing

No  
 Yes Searchable Data Base.

No  
 Yes Cost-Savings.

No  
 Yes Microfilm/Microfiche.

Other  
Services.

No  
 Yes Editorial Standards Manual.

No  
 Yes Instruction in Regulations Drafting.

Seminars

Consultations

Manual

Pre-Publication Review

Liaison Representative Required

Other (please explain) Style and Format Rule



(Please explain answers in detail.)

Law:

No  
 Yes Correction of Nonsubstantive Errors.

No  
 Yes Correction of Substantive Errors.

No  
 Yes Official Text

No  
 Yes Judicial Notice.

No  
 Yes Annotate.

No  
 Yes Edit.

No  
 Yes Emergency Regulations.

No  
 Yes Legislative Oversight.

No  
 Yes Economic Impact Statement.

Computer  
Composition:

No  
 Yes Computer Use.

No  
 Yes Searchable Data Base.

No  
 Yes Cost-Savings.

No  
 Yes Microfilm/Microfiche.

Other  
Services.

No  
 Yes Editorial Standards Manual.

No  
 Yes Instruction in Regulations Drafting.

Seminars

Consultations

Manual

Pre-Publication Review

Liaison Representative Required

Other (please explain)

1982 Survey of Codes and Registers

This information was obtained from the 1981 ACR survey

State: North Carolina

Director/Editor:

Agency: Administrative Procedures Section: Office of Attorney General

Register: \_\_\_\_\_

Staff: \_\_\_\_\_

Budget: Printing Expenses \_\_\_\_\_
Salaries \_\_\_\_\_
Subsidy Received \_\_\_\_\_
Subscriptions \_\_\_\_\_

Frequency of issue: \_\_\_\_\_

Circulation: Number Paid \_\_\_\_\_
Number Gratis \_\_\_\_\_
Price per Issue \_\_\_\_\_
Price for Subscription \_\_\_\_\_
Sales Promotion: \_\_\_\_\_

Distribution: \_\_\_\_\_

Volume: Pages per Year \_\_\_\_\_
Pages per Issue \_\_\_\_\_

- Content: [ ] Text [ ] Notices Only
[ ] Emergency Rules [ ] Hearings [ ] Executive Items [ ] Other
[ ] Proposed Rules [ ] Executive Orders [ ] Judicial Items [ ] Other
[ ] Adopted Rules [ ] Proclamations [ ] Legislative Items [ ] Other
[ ] Open Meetings [ ] State Contracts [ ] Index [ ] Other

Format: \_\_\_\_\_

Code: North Carolina administrative code

Staff: 6

Budget: Printing Expenses \_\_\_\_\_
Subsidy Received \_\_\_\_\_
Amount for Salaries \_\_\_\_\_
Subscriptions \_\_\_\_\_

Supplementation: \_\_\_\_\_

Circulation: Number Paid \_\_\_\_\_
Number Gratis \_\_\_\_\_
Price per volume \_\_\_\_\_
Total Price for Set \_\_\_\_\_
Sales Promotion: \_\_\_\_\_

Distribution: \_\_\_\_\_

Volume: \_\_\_\_\_

(Please explain answers in detail.)

Law:

- No  
 Yes Correction of Nonsubstantive Errors.
- No  
 Yes Correction of Substantive Errors.
- No  
 Yes Official Text
- No  
 Yes Judicial Notice.
- No  
 Yes Annotate.
- No  
 Yes Edit. FOR arrangement or form that in the opinion of the A. G. do not alter the substance of the rule.
- No  
 Yes Emergency Regulations. - effective for up to 120 days. Agency written finding of "imminent peril to public health, safety & welfare" with reasons for that finding required.
- No  
 Yes Legislative Oversight.  
Administrative Rules Review Committee reviews adopted rules for agency statutory authority. Objection notes in code. No sanction.
- No  
 Yes Economic Impact Statement.

Computer Composition:

- No  
 Yes Computer Use. Composition, editing, compilation of indices, and generation of microfiche.
- No  
 Yes Searchable Data Base. - But limited in scope.
- No  
 Yes Cost-Savings.
- No  
 Yes Microfilm/Microfiche. - Medium of published Code

Other Services.

- No  
 Yes Editorial Standards Manual. - Available.
- No  
 Yes Instruction in Regulations Drafting.
- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Seminars      | <input type="checkbox"/> Pre-Publication Review          |
| <input checked="" type="checkbox"/> Consultations | <input type="checkbox"/> Liaison Representative Required |
| <input type="checkbox"/> Manual                   | <input type="checkbox"/> Other (please explain)          |



(Please explain answers in detail.)

Law:

- No  
 Yes Correction of Nonsubstantive Errors. Spelling, grammar, punctuation
- No  
 Yes Correction of Substantive Errors. Only through rejection of rules for publication; rules not effective until published.
- No  
 Yes Official Text Published rule is official text
- No  
 Yes Judicial Notice. not statutorily required but recognized in Court opinions.
- No  
 Yes Annotate. Not required and not done.
- No  
 Yes Edit. Format and style
- No  
 Yes Emergency Regulations. Authorized
- No  
 Yes Legislative Oversight. Advisory only, but objection puts burden of proof on agency in any Court challenge.
- No  
 Yes Economic Impact Statement.

Computer  
Composition:

- No  
 Yes Computer Use. Code and Code Supplement publication
- No  
 Yes Searchable Data Base.
- No  
 Yes Cost-Savings. Unknown
- No  
 Yes Microfilm/Microfiche.

Other  
Services.

- No  
 Yes Editorial Standards Manual. Format manual 43 pages
- No  
 Yes Instruction in Regulations Drafting.
- Seminars  
 Consultations  
 Manual
- Pre-Publication Review  
 Liaison Representative Required  
 Other (please explain)

# 1982 Survey of Codes and Registers

State: Ohio

Director/Editor: David A. Johnston/  
Connie Cooksey-Eichenlaub

Agency: Legislative Service Commission/  
Fanks-Baldwin Law Publishing

Register: Ohio Monthly Record

Staff: Full-time Administrator, Part-time assistant

Budget:     Printing Expenses \_\_\_\_\_  
              Salaries \_\_\_\_\_  
              Subsidy Received \_\_\_\_\_  
              Subscriptions \_\_\_\_\_

Frequency of issue: Monthly

Circulation:    Number Paid \_\_\_\_\_  
                  Number Gratis \_\_\_\_\_  
                  Price per Issue \_\_\_\_\_  
                  Price for Subscription \_\_\_\_\_  
                  Sales Promotion: \_\_\_\_\_

Distribution:

Volume:        Pages per Year 1000  
                  Pages per Issue 80

Content:        Text    Notices Only

<input checked="" type="checkbox"/> Emergency Rules	<input checked="" type="checkbox"/> Hearings	<input type="checkbox"/> Executive Items	<input type="checkbox"/> Other _____
<input type="checkbox"/> Proposed Rules	<input type="checkbox"/> Executive Orders	<input type="checkbox"/> Judicial Items	<input type="checkbox"/> Other _____
<input checked="" type="checkbox"/> Adopted Rules	<input type="checkbox"/> Proclamations	<input checked="" type="checkbox"/> Legislative Items	<input type="checkbox"/> Other _____
<input type="checkbox"/> Open Meetings	<input type="checkbox"/> State Contracts	<input type="checkbox"/> Index	<input type="checkbox"/> Other _____

Format: Monthly issue of proposed hearings, rules. Rules in numerical order within month filed.

Code: Ohio Administrative Code

Staff: Full-time administrator, part-time assistant

Budget:        Printing Expenses \_\_\_\_\_  
                  Subsidy Received \_\_\_\_\_  
                  Amount for Salaries \_\_\_\_\_  
                  Subscriptions \_\_\_\_\_

Supplementation:

Circulation:    Number Paid \_\_\_\_\_  
                  Number Gratis \_\_\_\_\_  
                  Price per volume \_\_\_\_\_  
                  Total Price for Set \_\_\_\_\_  
                  Sales Promotion: \_\_\_\_\_

Distribution:

Volume:

(Please explain answers in detail.)

Law:

No  
 Yes Correction of Nonsubstantive Errors.  
By letter sent to agency to obtain their approval for correction.

No  
 Yes Correction of Substantive Errors.

No  
 Yes Official Text

No  
 Yes Judicial Notice.

No  
 Yes Annotate.  
Annotations created by Banks-Baldwin staff.

No  
 Yes Edit.

No  
 Yes Emergency Regulations.

No  
 Yes Legislative Oversight.

No  
 Yes Economic Impact Statement.

Computer  
Composition:

No  
 Yes Computer Use.

No  
 Yes Searchable Data Base.

No  
 Yes Cost-Savings.

No  
 Yes Microfilm/Microfiche.

Banks-Baldwin found a lack of market for this service.

Other  
Services.

No  
 Yes Editorial Standards Manual.

No  
 Yes Instruction in Regulations Drafting.

Seminars

Consultations

Manual

Pre-Publication Review

Liaison Representative Required

Other (please explain)



(Please explain answers in detail.)

Law:

- No  
 Yes Correction of Nonsubstantive Errors.  
Decision of Legislature.
- No  
 Yes Correction of Substantive Errors.  
Decision of Legislature.
- No  
 Yes Official Text
- No  
 Yes Judicial Notice.  
No statutory provision.
- No  
 Yes Annotate.  
No statutory provision.
- No  
 Yes Edit.  
Seldom (if ever) edit.
- No  
 Yes Emergency Regulations.  
Effective up to 120 days.
- No  
 Yes Legislative Oversight.  
Disapproval of rule(s) by either chamber.
- No  
 Yes Economic Impact Statement.  
No statutory provision.

Computer  
Composition:

- No  
 Yes Computer Use.
- No  
 Yes Searchable Data Base.
- No  
 Yes Cost-Savings.
- No  
 Yes Microfilm/Microfiche.

Other  
Services.

- No  
 Yes Editorial Standards Manual.
- No  
 Yes Instruction in Regulations Drafting.
- Seminars  Pre-Publication Review  
 Consultations  Liaison Representative Required  
 Manual  Other (please explain)

1982 Survey of Codes and Registers

State: OREGON

Director/Editor: Raymond A. Phelps, Dir. Agency: Secretary of State
Janet Sullivan, Editor

Register: Administrative Rules Bulletin

Staff: (4)
Budget: Printing Expenses 21,400
Salaries 10,534
Subsidy Received 21,400
Subscriptions 550

Frequency of issue:
Circulation: Number Paid None
Number Gratis None
Price per Issue Free
Price for Subscription Free
Sales Promotion: None

Distribution: Bulk Mailing Permit

Volume: Pages per Year Approx. 700
Pages per Issue 22-25

Content: [ ] Text [x] Notices Only
[x] Emergency Rules [ ] Hearings [ ] Executive Items [ ] Other
[x] Proposed Rules [x] Executive Orders [ ] Judicial Items [ ] Other
[x] Adopted Rules [ ] Proclamations [ ] Legislative Items [ ] Other
[ ] Open Meetings [ ] State Contracts [ ] Index [x] Other Digest of AG Opinions

Format: Notices and Orders reduced, camera-ready copy reproduced.

Code: OAR Compilation

Staff: (4)
Budget: Printing Expenses 78,086
Subsidy Received 78,086
Amount for Salaries 149,606
Subscriptions \$200/year

Supplementation:
Circulation: Number Paid 238
Number Gratis 60 - receive free update service.
Price per volume Do not/individual volumes
Total Price for Set \$300/set
Sales Promotion: None

Distribution: Bulk Mailing Permit (Replacement Page Updates Only)

Volume: Approx. 0/1000

(Please explain answers in detail.)

Law:

- No  
 Yes Correction of Nonsubstantive Errors.  
May change capitalization for purpose of uniformity, and correct manifest clerical or typographical errors.
- No  
 Yes Correction of Substantive Errors.  
The Secretary of State shall not alter the sense, meaning, effect or substance of any rule.
- No  
 Yes Official Text  
The Secretary of State shall compile, index and publish all rules adopted by each agency.
- No  
 Yes Judicial Notice.  
Courts shall take judicial notice of rules filed with the Secretary of State
- No  
 Yes Annotate.  
The Secretary of State may insert editorial or publication notes.
- No  
 Yes Edit.  
The Secretary of State shall compile and index all rules.
- No  
 Yes Emergency Regulations.  
Emergency regulations are not printed in the Compilation, but reference is made to them.
- No  
 Yes Legislative Oversight.

Computer Composition:

- No  
 Yes Economic Impact Statement.  
This statement must be filed with the notice of intended action along with a statement of the economic effect on business.
- No  
 Yes Computer Use.
- No  
 Yes Searchable Data Base.
- No  
 Yes Cost-Savings.
- No  
 Yes Microfilm/Microfiche.

Other Services.

- No  
 Yes Editorial Standards Manual.
- No  
 Yes Instruction in Regulations Drafting.
- Seminars  Pre-Publication Review  
 Consultations  Liaison Representative Required  
 Manual  Other (please explain)

Seminars and manual prepared by Justice Department

1982 Survey of Codes and Registers

State: PENNSYLVANIA

Director/Editor: Gary Hoffman

Agency: Legislative Reference Bureau

Register: Pennsylvania Bulletin

Staff:

Budget: Printing Expenses 600,000
Salaries 110,000
Subsidy Received 200,000
Subscriptions 15,000

Frequency of issue: weekly

Circulation: Number Paid 15,000
Number Gratis
Price per Issue 1.25
Price for Subscription 45
Sales Promotion: none

Distribution: U. S. Mail

Volume: Pages per Year 5,200
Pages per Issue 100

Content: [X] Text [ ] Notices Only
[ ] Emergency Rules [X] Hearings [ ] Executive Items [ ] Other
[X] Proposed Rules [X] Executive Orders [X] Judicial Items [ ] Other
[X] Adopted Rules [ ] Proclamations [X] Legislative Items [ ] Other
[X] Open Meetings [X] State Contracts [X] Index [ ] Other

Format: 8 1/2" x 11 1/2", triple column

Code: Pennsylvania Code

Staff:

Budget: Printing Expenses 600,000
Subsidy Received 300,000
Amount for Salaries same
Subscriptions 10,000

Supplementation: Pa.Code Reporter (monthly)

Circulation: Number Paid 10,000
Number Gratis
Price per volume varies
Total Price for Set
Sales Promotion: done by contractor

Distribution: U.S. MAIL

(Please explain answers in detail.)

Law:

No  
 Yes Correction of Nonsubstantive Errors.

No  
 Yes Correction of Substantive Errors.

No  
 Yes Official Text

No  
 Yes Judicial Notice.

No  
 Yes Annotate.

No  
 Yes Edit.

No  
 Yes Emergency Regulations.

No  
 Yes Legislative Oversight.

No  
 Yes Economic Impact Statement.

Computer  
Composition:

No  
 Yes Computer Use.

No  
 Yes Searchable Data Base.

No  
 Yes Cost-Savings.

No  
 Yes Microfilm/Microfiche.

Other  
Services.

No  
 Yes Editorial Standards Manual.

No  
 Yes Instruction in Regulations Drafting.

Seminars

Consultations

Manual

Pre-Publication Review

Liaison Representative Required

Other (please explain)



(Please explain answers in detail.)

Law:

No  
 Yes Correction of Non-Substantive Errors.

No  
 Yes Correction of Substantive Errors.

No  
 Yes Official Text

No  
 Yes Judicial Notice.

No  
 Yes Annotate.

No  
 Yes Edit.

No  
 Yes Emergency Regulations.

No  
 Yes Legislative Oversight.

No  
 Yes Economic Impact Statement.

Computer  
Composition:

No  
 Yes Computer Use.

No  
 Yes Searchable Data Base.

No  
 Yes Cost-Savings.

No  
 Yes Microfilm/Microfiche.

Other  
Services.

No  
 Yes Editorial Standards Manual.

No  
 Yes Instruction in Regulations Drafting.

Seminars

Consultations

Manual

Pre-Publication Review

Liaison Representative Required

Other (please explain)

1982 Survey of Codes and Registers

State: South Carolina

Director/Editor: Lynn P. Bartlett

Agency: Legislative Council

Register: \_\_\_\_\_

Staff: Associate Editor - Parttime Printer and Attorney

Budget: Printing Expenses 28,900.00

Salaries 23,593.00

Subsidy Received 75% of budget

Subscriptions \_\_\_\_\_

Frequency of issue: Regularly on fourth Friday of the month. Other times as necessary. Avg. 24 issues per yr.

Circulation: Number Paid 166

Number Gratis 304

Price per Issue 2.00

Price for Subscription 50.00 per yr

Sales Promotion: none

Distribution: Subscribers, State Agencies and Officials, County Libraries and Clerks of Courts.

Volume: Pages per Year 3100

Pages per Issue Approx. 125

Content: [X] Text [ ] Notices Only

- [X] Emergency Rules [ ] Executive Items [ ] Other
[X] Proposed Rules [ ] Executive Orders [ ] Judicial Items [ ] Other
[X] Adopted Rules [ ] Proclamations [ ] Legislative Items [ ] Other
[X] Open Meetings [ ] State Contracts [X] Index [ ] Other

Format: In house printing, double spaced, 8 1/2 x 11, semihard cover

Code: \_\_\_\_\_

Staff: Not separated from Code of Laws budget

Budget: Printing Expenses NA

Subsidy Received
Amount for Salaries
Subscriptions All persons who purchase Code of Laws

Supplementation:

Circulation: Number Paid \_\_\_\_\_

Number Gratis \_\_\_\_\_

Price per volume \_\_\_\_\_

Total Price for Set \_\_\_\_\_

Sales Promotion:

Distribution: All recipients of Code of Laws.

Volume:

(Please explain answers in detail.)

Law:

- No  
 Yes Correction of Nonsubstantive Errors.  
**Authorized**
- No  
 Yes Correction of Substantive Errors. Authorized only with permission of  
**Agency concerned**
- No  
 Yes Official Text **Text as filed with General Assembly if official;  
not as printed in Register or Code.**
- No  
 Yes Judicial Notices. **Regulations may be cited as printed in Register  
or Code**
- No  
 Yes Annotate. **By publisher in Code only**
- No  
 Yes Edit. **As to form only by Register and Code Staff except  
nonsubstantive error.**
- No  
 Yes Emergency Regulations. **Published in Register, valid for 90 days,  
renewable once when General Assembly not  
in session.**
- No  
 Yes Legislative Oversight. **Regulations become effective on passage of  
Joint Resolution approving them or 120 days after submission  
of regulations to G.A. with no action. G.A. may also**
- No  
 Yes Economic Impact Statement. **disapprove some or all of a group of  
regulations by Joint Resolution**  
**None required**

Computer  
Composition:

- No  
 Yes Computer Use. **Synopsis of regulations are entered in computer  
when regulations are submitted to G.A. for  
legislative review. Status of regulations as  
they proceed through legislative review process  
is monitored and entered in computer.**
- No  
 Yes Searchable Data Base. **No text base. Only synopsis and review status as  
described under "computer use".**
- No  
 Yes Cost-Savings. **Note except time saving**
- No  
 Yes Microfilm/Microfiche. **none**

Other  
Services.

- No  
 Yes Editorial Standards Manual. **Published and furnished to all state  
agencies authorized to promulgate regulations.**
- No  
 Yes Instruction in Regulations Drafting.
- |  |  |
|--|--|
| <input type="checkbox"/> Seminars          | <input type="checkbox"/> Pre-Publication Review          |
| <input type="checkbox"/> Consultations     | <input type="checkbox"/> Liaison Representative Required |
| <input checked="" type="checkbox"/> Manual | <input type="checkbox"/> Other (please explain)          |
- Assistance furnished by this office when requested.**

## 1982 Survey of Codes and Registers

State: South Dakota

Director/Editor: Thomas R. Vickerman  
Code Counsel

Agency: Legislative Research Council

Register: South Dakota Register

Staff: Rosemary F. Quigley, Research Analyst

Budget: Printing Expenses \_\_\_\_\_ Not broken down by function  
Salaries \_\_\_\_\_  
Subsidy Received \_\_\_\_\_  
Subscriptions \_\_\_\_\_

Frequency of issue: Weekly  
107

Circulation: Number Paid \_\_\_\_\_  
Number Gratis 186  
Price per Issue ---  
Price for Subscription \$20/vr.  
Sales Promotion: State Bar Association newsletter

Distribution: In-house

Volume: Pages per Year 180  
Pages per Issue 2 to 4

Content:  Text  Notices Only

<input checked="" type="checkbox"/> Emergency Rules	<input checked="" type="checkbox"/> Hearings	<input type="checkbox"/> Executive Items	<input checked="" type="checkbox"/> Other <u>Executive</u>
<input checked="" type="checkbox"/> Proposed Rules	<input checked="" type="checkbox"/> Executive Orders	<input type="checkbox"/> Judicial Items	<input checked="" type="checkbox"/> Other <u>Appointment</u>
<input checked="" type="checkbox"/> Adopted Rules	<input type="checkbox"/> Proclamations	<input type="checkbox"/> Legislative Items	<input type="checkbox"/> Other <u>Supreme Court</u>
<input type="checkbox"/> Open Meetings	<input type="checkbox"/> State Contracts	<input type="checkbox"/> Index	<input type="checkbox"/> Other <u>Rules</u>

Format: Full text not printed; notices synopsisized in weekly newsletter

Code: Administrative Rules of South Dakota

Staff: Thomas R. Vickerman, Code Counsel; Rosemary Quigley, Research Analyst;  
Marce Pirnat, CRT Operator

Budget: Printing Expenses \_\_\_\_\_ Not broken down by function  
Subsidy Received \_\_\_\_\_  
Amount for Salaries \_\_\_\_\_  
Subscriptions \_\_\_\_\_

Supplementation: As amended, by article

Circulation: Number Paid 85  
Number Gratis 20  
Price per volume two cents a page  
Total Price for Set less than \$100

Sales Promotion: State Bar Association newsletter

Distribution: In-house

4,255 pages in print

(Please explain answers in detail.)

Law:

- No  
 Yes Correction of Nonsubstantive Errors. No statutory provision;  
Will correct typographical errors.
- No  
 Yes Correction of Substantive Errors. No statutory provision.
- No  
 Yes Official Text
- No  
 Yes Judicial Notice. Not by statute.
- No  
 Yes Annotate.
- No  
 Yes Edit. We edit for form, style, and clarity of meaning.
- No  
 Yes Emergency Regulations. Notice must be published in 3 newspapers 3 days  
before effective date.
- No  
 Yes Legislative Oversight. Committee has authority under Constitution to  
suspend rules for fixed time pending action of  
Legislature.
- No  
 Yes Economic Impact Statement. Required by statute.

Computer  
Composition:

- No  
 Yes Computer Use. Computer used for both Register and Code.  
Makes updating easier and faster.
- No  
 Yes Searchable Data Base.
- No  
 Yes Cost-Savings. Substantial for both cost and time.
- No  
 Yes Microfilm/Microfiche. Available for cost of duplication;  
annual update.

Other  
Services.

- No  
 Yes Editorial Standards Manual.
- No  
 Yes Instruction in Regulations Drafting.
- Seminars  Pre-Publication Review
- Consultations  Liaison Representative Required
- Manual  Other (please explain)

## 1982 Survey of Codes and Registers

State: TENNESSEE

Director/Editor: William N. Bates

Agency: Department of State, Division of Administrative Procedures  
Suite 500, James R. Polk Bldg.  
Nashville (615) 741-7008

Register: Tennessee Administrative Register

Staff: 5

Budget: Printing Expenses \$119,437.48  
 Salaries \_\_\_\_\_  
 Subsidy Received 70%  
 Subscriptions \_\_\_\_\_

\*This information was obtained from the 1981 ACR Survey.

Frequency of issue: Monthly

Circulation: Number Paid 115  
 Number Gratis 43  
 Price per Issue \_\_\_\_\_  
 Price for Subscription \$10.00/year

Sales Promotion: None.

Distribution: In-house.

Volume: Pages per Year 591  
 Pages per Issue \_\_\_\_\_

Content:  Text  Notices Only

<input checked="" type="checkbox"/> Emergency Rules	<input type="checkbox"/> Hearings	<input checked="" type="checkbox"/> Executive Items	<input type="checkbox"/> Other _____
<input checked="" type="checkbox"/> Proposed Rules	<input type="checkbox"/> Executive Orders	<input type="checkbox"/> Judicial Items	<input type="checkbox"/> Other _____
<input checked="" type="checkbox"/> Adopted Rules	<input type="checkbox"/> Proclamations	<input type="checkbox"/> Legislative Items	<input type="checkbox"/> Other _____
<input type="checkbox"/> Open Meetings	<input type="checkbox"/> State Contracts	<input type="checkbox"/> Index	<input type="checkbox"/> Other _____

Format: Perfect bound booklet, divided into chapters per aforementioned contents, published in summary and/or full text.

Code: Official Compilation - Rules and Regulations of the State of Tennessee.

Staff: 5

Budget: Printing Expenses \$85,553.64 (budget)  
 Subsidy Received 91%  
 Amount for Salaries \_\_\_\_\_  
 Subscriptions 186 paid, 259 gratis

Supplementation: Monthly

Circulation: Number Paid 186  
 Number Gratis 259  
 Price per volume \$170 - 9 volume set/\$20 per year renewal  
 Total Price for Set \_\_\_\_\_  
 Sales Promotion: None.

Distribution: In-house, full compilation only.

(Please explain answers in detail.)

Law:

- No  
 Yes Correction of Nonsubstantive Errors. - Clerical errors corrected.
- No  
 Yes Correction of Substantive Errors. - Returned to agency.
- No  
 Yes Official Text
- No  
 Yes Judicial Notice.
- No  
 Yes Annotate.
- No  
 Yes Edit.
- No  
 Yes Emergency Regulations.
- No  
 Yes Legislative Oversight.
- No  
 Yes Economic Impact Statement.

Computer  
Composition:

- No  
 Yes Computer Use. - None
- No  
 Yes Searchable Data Base. - None
- No  
 Yes Cost-Savings. - None
- No  
 Yes Microfilm/Microfiche. - None

Other  
Services.

- No  
 Yes Editorial Standards Manual.
- No  
 Yes Instruction in Regulations Drafting.
- Seminars  Pre-Publication Review
- Consultations  Liaison Representative Required
- Manual  Other (please explain)

# 1982 Survey of Codes and Registers

State: TEXAS  
Director/Editor: Charlotte Scroggins Agency: Office of the Secretary of  
Director State, P. O. Box 13824  
(512) 475-7886 Austin, Texas 78711

Register: TEXAS REGISTER

Staff: 14

Budget: Printing Expenses \$160,000  
Salaries 208,956  
Subsidy Received 211,776  
Subscriptions 272,000

Frequency of issue: twice weekly (100 times a year)

Circulation: Number Paid 4,200  
Number Gratis 420  
Price per Issue 2.00

Price for Subscription \$70./year - \$50./six month

Sales Promotion: Direct mail

Distribution: Commercial

Volume: Pages per Year 5,600  
Pages per Issue 56

Content:  Text  Notices Only

<input checked="" type="checkbox"/> Emergency Rules	<input checked="" type="checkbox"/> Hearings	<input checked="" type="checkbox"/> Executive Items	<input checked="" type="checkbox"/> Other <u>Attv. Gen.</u>
<input checked="" type="checkbox"/> Proposed Rules	<input checked="" type="checkbox"/> Executive Orders	<input checked="" type="checkbox"/> Judicial Items	<input type="checkbox"/> Other _____
<input checked="" type="checkbox"/> Adopted Rules	<input checked="" type="checkbox"/> Proclamations	<input checked="" type="checkbox"/> Legislative Items	<input type="checkbox"/> Other _____
<input checked="" type="checkbox"/> Open Meetings	<input checked="" type="checkbox"/> State Contracts	<input checked="" type="checkbox"/> Index	<input type="checkbox"/> Other _____

Format:

Code: Texas Administrative Code

Staff: 14

Budget: Printing Expenses ---  
Subsidy Received ---  
Amount for Salaries ---  
Subscriptions ---

Published by commercial publisher, Shepard's, Inc. at no expense to state.

Supplementation: None

Circulation: Number Paid 300 full set, 1,200 individual titles (approx.)  
Number Gratis ---  
Price per volume varies for individual titles  
Total Price for Set \$745.

Sales Promotion: Direct mail; newspaper and magazine advertisements; Commercial conventions; sales representatives

Distribution:

Volume:

(Please explain answers in detail.)

Law:

- No  
 Yes Correction of Nonsubstantive Errors.
- No  
 Yes Correction of Substantive Errors.
- No  
 Yes Official Text
- No  
 Yes Judicial Notice.
- No  
 Yes Annotate.
- No  
 Yes Edit. - Typos, spelling, grammar, and after consulting with issuing agency, for meaning and clarity.
- No  
 Yes Emergency Regulations.
- No  
 Yes Legislative Oversight.
- No  
 Yes Economic Impact Statement.

Computer Composition:

- No  
 Yes Computer Use. - Self-contained Compugraphic digitized typesetting system.
- No  
 Yes Searchable Data Base.
- No  
 Yes Cost-Savings. - Publishing twice-weekly does not allow for outside typesetter.
- No  
 Yes Microfilm/Microfiche. - Available in complete volumes through Texas State Library.

Other Services.

- No  
 Yes Editorial Standards Manual. - Texas Register Form and Style Manual
- No  
 Yes Instruction in Regulations Drafting.
- Seminars
- Consultations
- Manual
- Pre-Publication Review
- Liaison Representative Required
- Other (please explain)



(Please explain answers in detail.)

Law:

No  
 Yes Correction of Nonsubstantive Errors.

No  
 Yes Correction of Substantive Errors.

No  
 Yes Official Text

No  
 Yes Judicial Notice.

No  
 Yes Annotate.

No  
 Yes Edit.

No  
 Yes Emergency Regulations.

No  
 Yes Legislative Oversight.

No  
 Yes Economic Impact Statement.

Computer  
Composition:

No  
 Yes Computer Use., partially

No  
 Yes Searchable Data Base.

No  
 Yes Cost-Savings.

No  
 Yes Microfilm/Microfiche.

Other  
Services.

No  
 Yes Editorial Standards Manual.

No  
 Yes Instruction in Regulations Drafting.

Seminars

Consultations

Manual

Pre-Publication Review

Liaison Representative Required

Other (please explain)

## 1982 Survey of Codes and Registers

State: VERMONT

Director/Editor: Paul S. Gillies

Agency: Secretary of State

Register: \_\_\_\_\_

Staff: 2

Budget:    Printing Expenses \_\_\_\_\_  
                   Salaries \_\_\_\_\_  
                   Subsidy Received \_\_\_\_\_  
                   Subscriptions 125

Frequency of issue: \_\_\_\_\_

Circulation:    Number Paid 95  
                   Number Gratis 30  
                   Price per Issue ---  
                   Price for Subscription \_\_\_\_\_  
                   Sales Promotion: None.

Distribution: 125

Volume:        Pages per Year approx. 150  
                   Pages per Issue + 40

Content:     Text     Notices Only

- |   |  |  |                                      |
|---|--|--|--------------------------------------|
| <input checked="" type="checkbox"/> Emergency Rules | <input checked="" type="checkbox"/> Hearings | <input type="checkbox"/> Executive Items   | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Proposed Rules             | <input type="checkbox"/> Executive Orders    | <input type="checkbox"/> Judicial Items    | <input type="checkbox"/> Other _____ |
| <input checked="" type="checkbox"/> Adopted Rules   | <input type="checkbox"/> Proclamations       | <input type="checkbox"/> Legislative Items | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Open Meetings              | <input type="checkbox"/> State Contracts     | <input checked="" type="checkbox"/> Index  | <input type="checkbox"/> Other _____ |

Format: \_\_\_\_\_

Code: \_\_\_\_\_

Staff: \_\_\_\_\_

Budget:    Printing Expenses \_\_\_\_\_  
                   Subsidy Received \_\_\_\_\_  
                   Amount for Salaries \_\_\_\_\_  
                   Subscriptions \_\_\_\_\_

Supplementation: \_\_\_\_\_

Circulation:    Number Paid \_\_\_\_\_  
                   Number Gratis \_\_\_\_\_  
                   Price per volume \_\_\_\_\_  
                   Total Price for Set \_\_\_\_\_  
                   Sales Promotion: \_\_\_\_\_

Distribution: \_\_\_\_\_

Volume: \_\_\_\_\_

Difficult to separate

NB: all this to change by September, 1982, when new approach (new compilation) to be released. More details later.

(Please explain answers in detail.)

Law:

No  
 Yes Correction of Nonsubstantive Errors.

No  
 Yes Correction of Substantive Errors.

No  
 Yes Official Text

No  
 Yes Judicial Notice.

No  
 Yes Annotate.

No  
 Yes Edit.

No  
 Yes Emergency Regulations.

No  
 Yes Legislative Oversight.

No  
 Yes Economic Impact Statement.

Computer  
Composition:

No  
 Yes Computer Use.

No  
 Yes Searchable Data Base.

No  
 Yes Cost-Savings.

No  
 Yes Microfilm/Microfiche.

Other  
Services.

No  
 Yes Editorial Standards Manual.

No  
 Yes Instruction in Regulations Drafting.

Seminars

Consultations

Manual

Pre-Publication Review

Liaison Representative Required

Other (please explain)

1982 Survey of Codes and Registers

State: Virginia

Director/Editor:

Agency: Virginia Code Commission

Register: Register of Regulations

Staff: Joan W. Smith, Registrar of Regulations

Budget: Printing Expenses covered in allocation for printing Code of Virginia
Salaries \$33,400
Subsidy Received -0-
Subscriptions distributed with Code of Virginia

Frequency of issue:

Circulation: Number Paid approx. 15,000
Number Gratis 0
Price per Issue \$6.00
Price for Subscription \$6.00
Sales Promotion: ) issued annually

Distribution: distributed with annual supplement to the Code of Virginia

Volume: Pages per Year
Pages per Issue 145

Content: [ ] Text [x] Notices Only
[x] Emergency Rules [ ] Hearings [x] Executive Items [ ] Other
[ ] Proposed Rules [x] Executive Orders [ ] Judicial Items [ ] Other
[x] Adopted Rules [ ] Proclamations [ ] Legislative Items [ ] Other
[ ] Open Meetings [ ] State Contracts [ ] Index [ ] Other

Format:

Code: No administrative code in VA

Staff:

Budget: Printing Expenses
Subsidy Received
Amount for Salaries
Subscriptions

Supplementation:

Circulation: Number Paid
Number Gratis
Price per volume
Total Price for Set
Sales Promotion:

Distribution:

Volume:

NOT APPLICABLE TO VIRGINIA REGISTER

(Please explain answers in detail.)

Law:

No  
 Yes Correction of Nonsubstantive Errors.

No  
 Yes Correction of Substantive Errors.

No  
 Yes Official Text

No  
 Yes Judicial Notice.

No  
 Yes Annotate.

No  
 Yes Edit.

No  
 Yes Emergency Regulations.

No  
 Yes Legislative Oversight.

No  
 Yes Economic Impact Statement.

Computer  
Composition:

(composition done by The Michie Company Law Publishers)

No  
 Yes Computer Use.

No  
 Yes Searchable Data Base.

No  
 Yes Cost-Savings.

No  
 Yes Microfilm/Microfiche.

Other  
Services.

No  
 Yes Editorial Standards Manual.

No  
 Yes Instruction in Regulatory Drafting.

Seminars

Consultations

Manual

Pre-Publication Review

Liaison Representative Required

Other (please explain)

## 1982 Survey of Codes and Registers

State: WASHINGTON

Director/Editor: Gary Reid

Agency: Code Reviser's Office

Register: Washington State Register (WSR)

Staff: 2 editor-typists, 2 proofreaders, 1/4 attorney, 2 other typists, 1/5 subscription clerk.

Budget:	Printing Expenses	<u>\$ 76,505</u>
	Salaries	<u>112,383</u>
81/82 fiscal year	Subsidy Received	<u>147,563</u>
	Subscriptions	<u>41,325</u>

Frequency of issue: 24/year

Circulation:	Number Paid	<u>435</u>
	Number Gratis	<u>99</u>
	Price per Issue	<u>5.00</u>
	Price for Subscription	<u>95.00</u>

Sales Promotion: Direct mail, bar association journal announcements & advertisements, order form on back corner of all issues.

Distribution: 2nd class mailing permit. We supply labels to state printer, who stuffs envelopes & sends to P. O.

Volume:	Pages per Year	<u>5729 including tables &amp; index; 4434 text only</u>
cover	Pages per Issue	<u>239. 185</u>

Content:  Text  Notices Only

<input checked="" type="checkbox"/> Emergency Rules	<input type="checkbox"/> Hearings
<input checked="" type="checkbox"/> Proposed Rules	<input checked="" type="checkbox"/> Executive Orders
<input checked="" type="checkbox"/> Adopted Rules	<input type="checkbox"/> Proclamations
<input checked="" type="checkbox"/> Open Meetings	<input type="checkbox"/> State Contracts

<input type="checkbox"/> Executive Items	Summaries of Atty. General
<input checked="" type="checkbox"/> Judicial Items	<input checked="" type="checkbox"/> Other opinions
<input type="checkbox"/> Legislative Items	<input type="checkbox"/> Other _____
<input checked="" type="checkbox"/> Index	<input checked="" type="checkbox"/> Other <u>Table of WAC Sections affected</u>
<input type="checkbox"/> Rules adopted by State Supreme Court.	

Code: Washington Administrative Code (WAC)

Staff: 1 editor, 1 typist 1/4 attorney

Other - Juvenile disposition stancards by dept. of social & health services.

based on 3 yr. average - to include reprint & 2 supps.

Budget:	Printing Expenses	<u>20,285 (Bi supp only)</u>
	Subsidy Received	<u>19,792</u>
	Amount for Salaries	<u>50,597</u>
	Subscriptions	<u>102,409</u>

Supplementation: 2 annual, cumulative, soft-bound supps, then reprint entire WAC every 3 years.

Circulation:	Number Paid	<u>652</u>
	Number Gratis	<u>215</u>

Price per volume not available by single volume

Total Price for Set \$295 for set, \$43 for 1981 supp. est. \$85 for 82 supp.

Sales Promotion: Direct mail, bar association journal announcements and advertisements.

Distribution: in house

(Please explain answers in detail.)

Law:

- No  
 Yes Correction of Nonsubstantive Errors. in WAC only - call attention to to them in Register
- No  
 Yes Correction of Substantive Errors.
- No  
 Yes Official Text see RCW 34.08.040
- No  
 Yes Judicial Notice. See RCW 34.04.050
- No  
 Yes Annotate.
- No  
 Yes Edit. See RCW 34.04.052. Code-edit for typos, grammer, misuse of amendatory style. Register - publish exactly what is filed by agency.
- No  
 Yes Emergency Regulations. Expire 90 days after filing with Code Revisor
- No  
 Yes Legislative Oversight. See RCW 34.04.210 through 34.04.260. Joint, bipartisam special committee & legislature reviews both proposed & adopted rules; can delay adoption process & use state ment of objections to be published in Register and Code; can- Economic Impact Statement. not revent adoption or effect. See chapter 19.8SRCW

Computer Composition:

- No  
 Yes Computer Usa. Order typing service (OTS) is done by our office at no charge to agencies - about 50% of rules done this way. Other half are typed into our database upon filing & can be photocomposed, edited, etc. without further retyping.
- No  
 Yes Searchable Data Base. Full text.
- No  
 Yes Cost-Savings. Permits publication of Register, WAC and supplem without retyping. A.so possible for agencies to have state printer make photo-composed printing masters for agency publications.
- No  
 Yes Microfilm/Microfiche. University Microfilms produced microfiche WAC (1977) ~~and~~ attempted to update by fishing the Register. The gave up when our 1981 reprint came out.

Other Services.

- No  
 Yes Editorial Standards Manual. Chapter 1 - 12 WAC adopted by our office
- No  
 Yes Instruction in Regulations Drafting.
 

<input checked="" type="checkbox"/> Seminars	<input type="checkbox"/> Pre-Publication Review
<input checked="" type="checkbox"/> Consultations	<input checked="" type="checkbox"/> Liaison Representative Required of each agency.
<input type="checkbox"/> Manual	<input type="checkbox"/> Other (please explain)



(Please explain answers in detail.)

Law:

No  
 Yes Correction of Nonsubstantive Errors. - No statutory provision.

No  
 Yes Correction of Substantive Errors. - No statutory provision

No  
 Yes Official Text

No  
 Yes Judicial Notice.

No  
 Yes Annotate.

No  
 Yes Edit. - No authority to edit regulations, we are only a repository for agency rules. We do not publish.

No  
 Yes Emergency Regulations. - If an emergency exists requiring temporary rules, the fact and circumstances constituting the emergency shall be filed in the State Register, making the rule effective immediately. An emergency rule shall not remain in effect longer than 90 days.

No  
 Yes Legislative Oversight. Reviews proposed regulations, has veto power

No  
 Yes Economic Impact Statement.

Computer Composition:

No  
 Yes Computer Use.

No  
 Yes Searchable Data Base. - Not available

No  
 Yes Cost-Savings.

No  
 Yes Microfilm/Microfiche. Not available

Other Services.

No  
 Yes Editorial Standards Manual.

No  
 Yes Instruction in Regulations Drafting.

Seminars

Consultations

Manual

Pre-Publication Review

Liaison Representative Required

Other (please explain)

1982 Survey of Codes and Registers

State: Wisconsin

Director/Editor: Gary L. Poulson

Agency: Revisor of Statutes

Register: Wisconsin Administrative Register

Staff:

Budget: Printing Expenses \_\_\_\_\_  
Salaries \_\_\_\_\_  
Subsidy Received \_\_\_\_\_  
Subscriptions \_\_\_\_\_

These figures are the same the ones reflected on the 1981 survey.

Frequency of issue: semi-monthly

Circulation: Number Paid 843 + subscribers to the Administrative Code  
Number Gratis 300 (Code Sub. receive the Register when an  
Price per Issue annual sub. item relating to their subscribed  
Price for Subscription \$12.00 code or codes are published.  
Sales Promotion: none

Distribution: U.P.S. or 2nd class U.S. mail

Volume: Pages per Year 408  
Pages per Issue 17

Content:  Text or  Notices Only  
 Emergency Rules  Hearings  Executive Items \*  Other Attorney General  
 Proposed Rules  Executive Orders  Judicial Items \*  Other Opinions\*  
 Adopted Rules  Proclamations  Legislative Items\*  Other \_\_\_\_\_  
 Open Meetings  State Contracts  Index  Other \_\_\_\_\_  
Format: \*related to rules or rule-making process

Code: Wisconsin Administrative Code

Staff:

Budget: Printing Expenses \_\_\_\_\_  
Subsidy Received \_\_\_\_\_  
Amount for Salaries \_\_\_\_\_  
Subscriptions \_\_\_\_\_

These figures are the same ones reflected on the 1982 survey.

Supplementation:

Circulation: Number Paid 13,00 + subscribers to a portion of the 14  
Number Gratis 300 volume set. 1200 subscribers  
Price per ~~XXXX~~ code from \$2 to \$20.00 and the complete set.  
Total Price for Set \$20.00  
Sales Promotion: 120.00 + \$120.00 annual up-keep  
none

Distribution: U.P.S. or 2nd class U.S. mail

Volume: 2400 pages per year.

(Please explain answers in detail.)

Law:

No  
 Yes Correction of Nonsubstantive Errors.

No  
 Yes Correction of Substantive Errors.

No  
 Yes Official Text

No  
 Yes Judicial Notice.

No  
 Yes Annotate.

No  
 Yes Edit.

No  
 Yes Emergency Regulations.

No  
 Yes Legislative Oversight.

No  
 Yes Economic Impact Statement.

Computer  
Composition:

No  
 Yes Computer Use.

No  
 Yes Searchable Data Base.

No/ in time spent  
 Yes Cost-Savings.  
in money.

No  
 Yes Microfilm/Microfiche.

Other  
Services.

No  
 Yes Editorial Standards Manual.

No  
 Yes Instruction in Regulations Drafting.

Seminars

Consultations

Manual

Pre-Publication Review

Liaison Representative Required

Other (please explain)



(Please explain answers in detail.)

Law:

- No  
 Yes Correction of Nonsubstantive Errors. Law does not specify.
- No  
 Yes Correction of Substantive Errors. Law does not specify.
- No  
 Yes Official Text
- No  
 Yes Judicial Notice. No judicial notice, but Administrative Procedure Act does require at least 20 days notice to all interested parties of proposed rules. Also, state agency must notify the Attorney General and Legislative Service Office of proposed rules.
- No  
 Yes Annotate.
- No  
 Yes Edit.
- No  
 Yes Emergency Regulations.
- No  
 Yes Legislative Oversight.
- No  
 Yes Economic Impact Statement.

Computer Composition:

- No  
 Yes Computer Use. Not at present; however, within this year, we will be computerizing the state agency rules.
- No  
 Yes Searchable Data Base.
- No  
 Yes Cost-Savings.
- No  
 Yes Microfilm/Microfiche.

Other Services.

- No  
 Yes Editorial Standards Manual.
- No  
 Yes Instruction in Regulations Drafting. However, do distribute "Rules on Rules" which specifies format for
- Seminars  Pre-Publication Review preparing Rules.
  - Consultations  Liaison Representative Required
  - Manual  Other (please explain)

STATE OF ALASKA  
FISCAL NOTE.

Revision Date 3-29, 1983

I. REQUEST

Bill/Resolution No.: CS SB 132(SA)  
 Title: Administrative Journal  
 Sponsor: Fahrenkamp, et al  
 Requestor: Senate State Affairs

II. FISCAL DETAIL

Agency Affected: Governor's Office  
 Program Category Affected: Lt. Governor  
 BRU, Program of Subprogram(s) Affected: Office of the Lieutenant Governor

EXPENDITURES/REVENUES: (Thousands of Dollars)

	FY 83	FY 84	FY 85	FY 86	FY 87	FY 88
<b>OPERATING</b>						
100 PERSONAL SERVICES		71.2				
200 TRAVEL		- 0 -				
300 CONTRACTUAL		88.8				
400 COMMODITIES		.6				
500 EQUIPMENT		- 0 -				
600 LAND & STRUCTURES		- 0 -				
700 GRANTS, CLAIMS, ETC		- 0 -				
<b>TOTAL OPERATING</b>		160.6				
<b>CAPITAL</b>		- 0 -				
<b>REVENUE</b>		- 0 -				

FUNDING: (Thousands of Dollars)

GENERAL FUND	160.6				
FEDERAL FUNDS	- 0 -				
OTHER (Specify Source)	- 0 -				

POSITIONS:

FULL-TIME	2				
PART-TIME					
TEMPORARY					

III. SOURCE OF FUNDS TO OFFSET FISCAL IMPACT OF BILL:

If continued to be published, the distribution of the Journal would be on a subscription basis at a cost to be determined by the Lt. Governor with the revenues coming back to the General Fund.

IV. ANALYSIS: Attach a separate page for any Analysis

Prepared By: Judy R. Hansen  
 Division: Office of the Lieutenant Governor  
 Approved by Commissioner: [Signature]  
 Department: Lieutenant Governor

Phone: 465-3520  
 Date: 3/29/83  
 Date: 3/29/83

Publish Administrative Journal on a biweekly basis

100 Personal Services

Systems Analyst	Range 16B @ \$2556/mo		
Salary/year		30.7	
Benefits/year		<u>7.7</u>	
		38.4	

Publication Tech.	Range 12B @ \$1946/mo		
Salary/year		23.4	
Benefits/year		<u>5.9</u>	
		29.3	67.7

Inflation @ 5.1%

3.5

71.2

200 Travel

- 0 -

300 Contractual Services

Telephone, long distance 1.5

Postage & mailing (assume 500) - 500 to  
be picked up at info offices) 10.5

Advertising (\$70/ad x 24) 1.7

Rental (Display Writer, Modem &amp; line cost) 5.0

Printing & Binding  
25 x \$2.50 x 1000 x 26 issues 65.0

(estimate 25 sheets back to back)

Inflation @ 6% 5.1 88.8400 Commodities

General office supplies .6 .6

500 Equipment

- 0 -

TOTAL

\$ 160.6

S

B

1

3

7

I. REQUEST

Bill/Resolution No.: RSR 137 (FIN) AM  
Title: PUBLIC OFFICERS & EMP SUBJ. TO AS 24.45  
Sponsor: FAIKS, KERTTULA & BRUNETT  
Requestor: HOUSE STATE AFFAIRS

II. FISCAL DETAIL

Agency Affected: ADMINISTRATION  
Program Category Affected: IND. OPERATING  
BRU, Program of Subprogram(s) Affected: ALASKA PUBLIC OFFICES COMMISSION

EXPENDITURES/REVENUES: (Thousands of Dollars)

	FY 83	FY 84	FY 85	FY 86	FY 87	FY 88
<b>OPERATING</b>						
100 PERSONAL SERVICES		15.7	16.9	18.2	19.4	21.4
200 TRAVEL		2.0	2.1	2.1	2.1	2.1
300 CONTRACTUAL		13.0	13.8	14.6	15.5	16.4
400 COMMODITIES		.6	.6	.7	.7	.8
500 EQUIPMENT		15.9	0	0	0	0
600 LAND & STRUCTURES		0	0	0	0	0
700 GRANTS, CLAIMS, ETC		0	0	0	0	0
<b>TOTAL OPERATING</b>		<b>47.2</b>	<b>33.4</b>	<b>35.6</b>	<b>37.7</b>	<b>40.7</b>
<b>CAPITAL</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>REVENUE</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

FUNDING: (Thousands of Dollars)

GENERAL FUND		47.2	33.4	35.6	37.7	40.7
FEDERAL FUNDS		0	0	0	0	0
OTHER (Specify Source)		0	0	0	0	0

POSITIONS:

FULL-TIME						
PART-TIME						
TEMPORARY						

III. SOURCE OF FUNDS TO OFFSET FISCAL IMPACT OF BILL:

IV. ANALYSIS: Attach a separate page for any Analysis

Prepared By: Vicki L. Rippie VICKI L. RIPPIE Phone: 276-5176  
 Division: ALASKA PUBLIC OFFICES COMMISSION Date: 6/15/83  
 Approved by Commissioner: LISA RUDS Date: 6/15/83  
 Department: ADMINISTRATION

Distribution:

- Original to Legislative Finance
- Copy to Office of Management and Budget (for Legislature introduced bills)
- Copy to Department (for Governor introduced bills)
- Copy to Sponsor
- Copy to Requestor (if different from Sponsor)

Assumptions: All figures are in addition to the Governor's Request of \$590.6 for FY 84 (7 F/T, 3 P/T positions). The personal services estimates for FY 85-FY 88 include an annual step increase, an annual 4% cost-of-living factor, and an employer charge of 32% of base salary to cover benefits, unemployment compensation, etc.

100 - Personal Services (FY 84) \$15.7

Reclassify Administrative Assistant II position (14A) to  
Regulations Specialist II position (16A) - \$5.3

Reclassify Clerk III position (8C, 8 months) to  
Secretary I position (10A, 12 months) - \$10.4

200 - Travel (FY 84) 2.0

Anticipate three trips to various municipalities to  
conduct workshops with officials and employees con-  
cerning requirements.

Airfare estimated at \$500 per trip:	1,500
Two days per diem per trip:	480
	\$1,980

300 - Contractual (FY 84) 13.0

Telephone	\$1.2
Postage	.6
Printing (RSA Central Dup)	2.0
Legal Services (RSA to Dept. of Law; 6 hours/month @ \$100 per hour)	7.2
Office Space (RSA to General Services & Sup)	2.0

400 - Commodities (FY 84) .6

500 - Equipment (one-time items) (FY 84) 15.9

Word Processor Terminal \$15.9

FY 84 Total 47.2

FY 85: Delete one-time items; salary increase as noted above;  
inflation factor of 6%. 33.4

FY 86: Salary increase as noted above, inflation factor of 6%. 35.6

FY 87: Salary increase as noted above, inflation factor of 6%. 37.7

FY 88: Salary increase as noted above, inflation factor of 6%. 40.7

Currently, elected or appointed state or municipal officers and employees are exempt from the registration and reporting requirements of the Regulation of Lobbying Law (AS 24.45) if they are acting in their official capacity or within the scope of their employment. CSSB 137 (Fin) am would alter this situation by making the chapter applicable to an "officer or employee who is an employee of the executive, legislative, or judicial branch of government," the University of Alaska, a municipality or a school district if a substantial or regular portion of the activities for which the officer or employee was hired and receives compensation is for the direct purpose of influencing legislative action.

This language raises a number of questions which concern the Commission:

- 1) Why is the word officer included in lines 15 and 18 unless the intent is that executive, legislative, judicial, university, or municipal officers (in addition to employees) might be construed as being subject to AS 24.45 if they were "hired" and receive compensation to spend a substantial or regular portion of their time directly influencing legislative action;
- 2) Is an elected official a legislative officer who might be construed by the AG's Office or the courts as having been "hired" by the voters to influence legislative action;
- 3) On the other hand, does the language on lines 18 and 19 mean that an officer or employee's job description or contract would have to specify that a substantial or regular portion of his or her time is for the direct purpose of influencing legislative action before the reporting requirements are applicable; and
- 4) Were a person who qualifies as a lobbyist because he or she was hired to influence legislative action have to report legislative and administrative lobbying activities since line 16 says that the "chapter" applies.

It does appear that the proposed language leaves considerable room for interpretation and, hence, may not accomplish the authors' intent, but will certainly generate numerous inquiries to the administering agency. It does seem, though, that state and municipal employees hired as legislative liaisons, as well as legislative staff aides, would be among those who would be required to register and report as lobbyists.

The Commission does not feel that its current staff could effectively absorb the additional workload which would be generated by passage of this bill and, thus, attached is the fiscal note indicating increased agency costs.

Further, the bill's inherent ambiguity makes it impossible for the Commission to support its passage.

Department of Administration  
Department

*Eric S. Rudel* 11/12/83  
 Commissioner

Alaska Public Offices Commission  
Division

*Wanda J. Pittman* 6/15/83  
 Director

FISCAL NOTE

I. REQUEST

Bill/Resolution No. CS SB 137 (Fin)

Title Certain public off./empl. subject to AS 24.45

Requested by Senate Finance

Date 5/16/83

II. FISCAL DETAIL

Agency Affected Administration

Program Category Affected \_\_\_\_\_

BRU, Program, or Subprogram(s) Affected Alaska Public Offices Commission

(Note: If more than one budget component is affected, separate line-item amounts and funding for each component in the analysis section.)

EXPENDITURES (Thousands of Dollars)

	FY 83	FY 84	FY 85	FY 86	FY 87	FY 88
100 PERSONAL SERVICES	0	0				
200 TRAVEL	0	0				
300 CONTRACTUAL	0	0				
400 COMMODITIES	0	0				
500 EQUIPMENT	0	0				
600 LAND & STRUCTURES	0	0				
700 GRANTS, CLAIMS, ETC.	0	0				
<b>TOTAL</b>	<b>0</b>	<b>0</b>				

FUNDING (Thousands of Dollars)

GENERAL FUND						
FEDERAL FUNDS						
OTHER (Specify Fund Source)						

POSITIONS

FULL TIME						
PART TIME						
TEMPORARY						

III. ANALYSIS (See Fiscal Note Preparation Instructions, Section III)

IV. DATE 5/16/83

PREPARED BY John Sackett

AGENCY State Senate

PHONE 465-3753

Original: Legislative Finance

cc: Budget and Management

Prime Sponsor (First Legislator Named)

# Alaska State Legislature

OFFICIAL BUSINESS

CHAIRMAN  
RULES COMMITTEE



JAN FAIKS  
POUCH V  
CAPITOL BUILDING  
JUNEAU, ALASKA 99811

Senate

June 13, 1983

TO: Representative Mitch Abood

FROM: Senator Jan Faiks

RE: CSSB 137 (FIN) AM

Attached is back-up material for Senate Bill 137. The reason that I introduced this piece of legislation is because I feel very strongly that public employees who are using state money to lobby for more state money should be required to register to lobby just as the private sector is required to do. There was concern by some members of the Senate about the inclusion of the legislative branch in the Finance Committee version. It was felt that lobbying is perhaps an inherent part of the job. Some states that require public officials to register do exempt members of the legislative branch. I have attached a copy of Colorado's sunshine law which does exactly that. Colorado requires that all state officials, other than employees of the legislative branch, who engage in lobbying, file monthly disclosure statements with the Secretary of State. I have also attached a copy of a legal opinion from Bill Berrier stating that in some instances legislative employees would be required to register. For these reasons, I would not be opposed to excluding the legislative branch being covered by this bill.

I would be very happy to discuss this with you if you have any questions. Please let me know when you schedule the bill for a hearing, as I would like to testify before your committee. I very much appreciate your interest in this piece of legislation.

Sec. 39.50.050. Administration and inspection.

NOTES TO DECISIONS

Quoted in State, Pub. Offices Comm'n v. Marshall, Sup. Ct. Op. No. 2406 (File No. 5614), 633 P.2d 227 (1981).

Sec. 39.50.060. Penalty for wilful violation of disclosure requirements.

NOTES TO DECISIONS

Quoted in State, Pub. Offices Comm'n v. Marshall, Sup. Ct. Op. No. 2406 (File No. 5614), 633 P.2d 227 (1981).

Sec. 39.50.070. Failure to report by department, division, or deputy department heads.

NOTES TO DECISIONS

Cited in State, Pub. Offices Comm'n v. Marshall, Sup. Ct. Op. No. 2406 (File No. 5614), 633 P.2d 227 (1981).

Sec. 39.50.080. Failure to report by a commission or board chairman or member.

NOTES TO DECISIONS

Cited in State, Pub. Offices Comm'n v. Marshall, Sup. Ct. Op. No. 2406 (File No. 5614), 633 P.2d 227 (1981).

Sec. 39.50.110. Report of financial interests of judicial officers.

NOTES TO DECISIONS

Cited in State, Pub. Offices Comm'n v. Marshall, Sup. Ct. Op. No. 2406 (File No. 5614), 633 P.2d 227 (1981).

Sec. 39.50.200. Definitions. (a) In AS 39.50.010 — 39.50.200: (1) "public official" means a judicial officer, a member of the legislature, the governor, the lieutenant-governor, a person hired or

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appointed  
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chairman  
appointed  
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(3) "chi  
stepchild;  
(4) "cor  
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(5) "ins  
agency, v  
including  
State Hou  
(6) "mu  
assembly;  
board me:  
planning  
or boroug  
AS 29.68.  
(7) "mo  
parent, ar  
(8) "sov  
formed or  
income is  
source of  
propriet:  
in which h  
a controll  
propriet:  
the origi  
whom the  
(9) "ass  
special, a  
person: sir  
(b) In A  
the  
(1) Agr  
assist in a  
(2) Ala  
(3) Alce  
(4) Stat  
(5) Cap  
(6) Boa

~~appointed as the head or deputy head of, or director of, division within, a department, in the case of the governor, chairman, and each appointed or~~

(2) "judicial officer" means a person appointed as a justice to the supreme court or as a judge to the court of appeals, superior court, district court, or magistrate court;

(3) "child" includes a biological child, an adoptive child, and a stepchild;

(4) "commission" means the Alaska Public Offices Commission created under AS 15.13.020(a);

(5) "instrumentality of the state" means a state department or agency, whether in the legislative, judicial, or executive branch, including such entities as the University of Alaska and the Alaska State Housing Authority;

(6) "municipal officer" includes a borough or city mayor, borough assemblyman, city councilman, school board member, elected utility board member, city or borough manager, members of a city or borough planning or zoning commission within a home rule or general law city or borough, including but not limited to a unified municipality under AS 29.68.010 — 29.68.580;

(7) "mother or father" includes a biological parent, an adoptive parent, and a step-parent;

(8) "source of income" means the entity for which service is performed or which is otherwise the origin of payment: if the person whose income is being reported is employed by another, his employer is the source of his income; but if he is self-employed by means of a sole proprietorship, partnership, professional corporation, or a corporation in which he or his spouse or his children, or a combination of them, hold a controlling interest, the "source" is the client or customer of the proprietorship, partnership or corporation, but if the entity which is the origin of payment is not the same as the client or customer for whom the service is performed, both are considered the source;

(9) "assistant to the governor" includes any executive, legislative, special, administrative or press assistant to the governor, and any person similarly employed.

(b) In AS 39.50.010 — 39.50.200 "state commission or board" means the

- (1) Agricultural Loan Advisory Board (created administratively to assist in administration of AS 03.10.010 — 03.10.060);
- (2) Alaska State Council on the Arts (AS 44.27.040);
- (3) Alcoholic Beverage Control Board (AS 04.06.010);
- (4) State Assessment Review Board (AS 43.56.040);
- (5) Capital Selection Committee (AS 44.06.110);
- (6) Board of Education (AS 14.07.075);

(4) "immediate family" means the spouse and dependent children of an individual;

(5) "individual" means a natural person;

(6) "influencing legislative or administrative action" means promoting, advocating, supporting, modifying, opposing or delaying or seeking to do the same with respect to any legislative or administrative action by means including but not limited to the provision or use of information, statistics, studies, analyses in written or oral form or format;

(7) "legislative action" means the preparation, research, drafting, introduction, consideration, modification, amendment, approval, passage, enactment, defeat or rejection of any bill, resolution, amendment, motion, report, nomination, appointment or other matter by the legislature, or by a standing, interim or special committee of the legislature, or by a member or employee of the legislature acting in his official capacity; it includes, but is not limited to, the action of the governor in approving or vetoing a bill or the action of the legislature in considering, overriding or sustaining that veto and the action of the legislature in considering, confirming or rejecting an executive appointment of the governor;

(8) "lobbyist" means:

(A) a person who is employed and receives payments, or who contracts for economic consideration, including reimbursement for reasonable travel and living expenses, to communicate, directly or through his agents with any public official for the purpose of influencing legislative or administrative action if a substantial or regular portion of the activities for which he receives consideration is for the purpose of influencing legislative or administrative action; or

(B) a person who represents himself as engaging in the influencing of legislative or administrative action as a business, occupation or profession;

(9) "payment" means the disbursement, distribution, transfer, loan, advance, deposit, gift or other rendering or tendering of money, property, goods or services or anything else of value;

(10) "payment to influence legislative or administrative action" means any of the following:

(A) a direct or indirect payment to a lobbyist whether for salary, fee, compensation for expenses, or any other purpose, by a person employing, retaining or contracting for the services of the lobbyist separately or jointly with other persons;

(B) a payment in support of or assistance to a lobbyist or his activities, including but not limited to the direct payment of expenses incurred at the request or suggestion of the lobbyist;

(C) a payment which directly benefits a public official or a member of the immediate family of that official;

*Handwritten notes:*  
 1. ...  
 2. ...  
 3. ...

Table 29  
 REGISTRATION OF LOBBYISTS

Agency report	Filed with	Frequency	Expen- diture reported
Alabama	Public Ethics Commission	Monthly (at)	None of more than \$1000 or more than 10 years imprisonment, or both; and penalty of \$1 per day later 30 days, \$10 per day.
Arizona	Secretary of State	Annually (at)	None of more than \$1000 or more than 1 year imprisonment, or both; and public office following conviction.
California	Secretary of State	Quarterly	None of more than \$1000 or more than 1 year imprisonment, or both; and public office following conviction.
Colorado	Secretary of State	Quarterly	None of more than \$1000 or more than 1 year imprisonment, or both; and public office following conviction.
Connecticut	Secretary of State	Quarterly	None of more than \$1000 or more than 1 year imprisonment, or both; and public office following conviction.
Delaware	Secretary of State	Quarterly	None of more than \$1000 or more than 1 year imprisonment, or both; and public office following conviction.
District of Columbia	Public Ethics Commission	Monthly (at)	None of more than \$1000 or more than 10 years imprisonment, or both; and penalty of \$1 per day later 30 days, \$10 per day.
Florida	Secretary of State	Quarterly	None of more than \$1000 or more than 1 year imprisonment, or both; and public office following conviction.
Georgia	Secretary of State	Quarterly	None of more than \$1000 or more than 1 year imprisonment, or both; and public office following conviction.
Idaho	Secretary of State	Quarterly	None of more than \$1000 or more than 1 year imprisonment, or both; and public office following conviction.
Illinois	Secretary of State	Quarterly	None of more than \$1000 or more than 1 year imprisonment, or both; and public office following conviction.
Indiana	Secretary of State	Quarterly	None of more than \$1000 or more than 1 year imprisonment, or both; and public office following conviction.
Iowa	Secretary of State	Quarterly	None of more than \$1000 or more than 1 year imprisonment, or both; and public office following conviction.
Kansas	Secretary of State	Quarterly	None of more than \$1000 or more than 1 year imprisonment, or both; and public office following conviction.
Kentucky	Secretary of State	Quarterly	None of more than \$1000 or more than 1 year imprisonment, or both; and public office following conviction.
Louisiana	Secretary of State	Quarterly	None of more than \$1000 or more than 1 year imprisonment, or both; and public office following conviction.
Maine	Secretary of State	Quarterly	None of more than \$1000 or more than 1 year imprisonment, or both; and public office following conviction.
Massachusetts	Secretary of State	Quarterly	None of more than \$1000 or more than 1 year imprisonment, or both; and public office following conviction.
Michigan	Secretary of State	Quarterly	None of more than \$1000 or more than 1 year imprisonment, or both; and public office following conviction.
Minnesota	Secretary of State	Quarterly	None of more than \$1000 or more than 1 year imprisonment, or both; and public office following conviction.
Mississippi	Secretary of State	Quarterly	None of more than \$1000 or more than 1 year imprisonment, or both; and public office following conviction.
Missouri	Secretary of State	Quarterly	None of more than \$1000 or more than 1 year imprisonment, or both; and public office following conviction.
Montana	Secretary of State	Quarterly	None of more than \$1000 or more than 1 year imprisonment, or both; and public office following conviction.
Nebraska	Secretary of State	Quarterly	None of more than \$1000 or more than 1 year imprisonment, or both; and public office following conviction.
Nevada	Secretary of State	Quarterly	None of more than \$1000 or more than 1 year imprisonment, or both; and public office following conviction.
New Hampshire	Secretary of State	Quarterly	None of more than \$1000 or more than 1 year imprisonment, or both; and public office following conviction.
New Jersey	Secretary of State	Quarterly	None of more than \$1000 or more than 1 year imprisonment, or both; and public office following conviction.
New Mexico	Secretary of State	Quarterly	None of more than \$1000 or more than 1 year imprisonment, or both; and public office following conviction.
New York	Secretary of State	Quarterly	None of more than \$1000 or more than 1 year imprisonment, or both; and public office following conviction.
North Carolina	Secretary of State	Quarterly	None of more than \$1000 or more than 1 year imprisonment, or both; and public office following conviction.
North Dakota	Secretary of State	Quarterly	None of more than \$1000 or more than 1 year imprisonment, or both; and public office following conviction.
Ohio	Secretary of State	Quarterly	None of more than \$1000 or more than 1 year imprisonment, or both; and public office following conviction.
Oklahoma	Secretary of State	Quarterly	None of more than \$1000 or more than 1 year imprisonment, or both; and public office following conviction.
Oregon	Secretary of State	Quarterly	None of more than \$1000 or more than 1 year imprisonment, or both; and public office following conviction.
Rhode Island	Secretary of State	Quarterly	None of more than \$1000 or more than 1 year imprisonment, or both; and public office following conviction.
South Carolina	Secretary of State	Quarterly	None of more than \$1000 or more than 1 year imprisonment, or both; and public office following conviction.
South Dakota	Secretary of State	Quarterly	None of more than \$1000 or more than 1 year imprisonment, or both; and public office following conviction.
Tennessee	Secretary of State	Quarterly	None of more than \$1000 or more than 1 year imprisonment, or both; and public office following conviction.
Texas	Secretary of State	Quarterly	None of more than \$1000 or more than 1 year imprisonment, or both; and public office following conviction.
Vermont	Secretary of State	Quarterly	None of more than \$1000 or more than 1 year imprisonment, or both; and public office following conviction.
Virginia	Secretary of State	Quarterly	None of more than \$1000 or more than 1 year imprisonment, or both; and public office following conviction.
Washington	Secretary of State	Quarterly	None of more than \$1000 or more than 1 year imprisonment, or both; and public office following conviction.
West Virginia	Secretary of State	Quarterly	None of more than \$1000 or more than 1 year imprisonment, or both; and public office following conviction.
Wisconsin	Secretary of State	Quarterly	None of more than \$1000 or more than 1 year imprisonment, or both; and public office following conviction.
Wyoming	Secretary of State	Quarterly	None of more than \$1000 or more than 1 year imprisonment, or both; and public office following conviction.

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