# GENERAL INFORMATION

### *Arizona Administrative Register*

The *Arizona Administrative Register* (A.A.R.) is an official publication of the state of Arizona and contains the rulemaking activity of the state's agencies, including proposed, final, emergency, summary, and exempt rules. The Secretary of State's Office prints the *Register* weekly. Rulemakings initiated under the Administrative Procedure Act as effective January 1, 1995, include the full text. In addition, the *Register* contains the full text of the Governor's Executive Orders and Proclamations of general applicability, summaries of Attorney General opinions, notices of rules terminated by the agency, and the Governor's appointments of state officials and members of state boards and commissions. Other documents may be included if the documents are concerned with rulemaking or if state statute requires that they be published in the *Register.*

A full schedule of deadline and publication dates appears in the back of this issue. A schedule of deadlines for the Governor's Regulatory Review Council is also listed.

Within each type of rulemaking category, rules are listed in the same numerical order in which they appear in the *Arizona Administrative Code* (A.A.C.).

The *Arizona Administrative Register* is cited by volume and page number and issue date. Pagination of the *Register* is consecutive throughout each volume year. An index to rulemaking activity is published in each issue and is cumulated every six months in a separately published index. The Office also publishes biennially an index to the Governor's documents, the Attorney General's summaries of opinions, and the Governor's appointments to boards and commissions.

### Filing Number

Each rulemaking package is assigned a filing number. This number, enclosed in brackets, is located in the upper right-hand corner of the published rules in the *Register.* Each number is preceded by the letter "R" and the year the rulemaking package was filed with the Office. Miscellaneous notices are preceded by the letter "M" and the year the notice was filed with the Office.

### *Arizona Administrative Code*

The *Arizona Administrative Code* (A.A.C.) is an official publication of the state of Arizona. The A.A.C. contains all rules promulgated by the regulatory agencies of the state and filed with the Secretary of State after either certification by the Attorney General if initiated before January 1, 1995, or approval by either the Governor's Regulatory Review Council or the Attorney General, as appropriate, if initiated after January 1, 1995. The *Code* also contains rules exempt from the rulemaking process or exempt from certification or approval.

The A.A.C. uses a hyphenated numbering system. Each rule (Section) number is preceded by the letter "R" indicating "Rule." The first number following the letter "R" indicates the Title (subject area) in which the rule appears. The middle number indicates the Chapter (agency). The last number indicates the rule number. For example: A.A.C. R18-2-101 is the citation for Section 101 of Chapter 2 of Title 18 of the *Code.*

Publication of a rule in the *Arizona Administrative Code* is prima facie evidence of the making, amendment, or repeal of that rule as provided by A.R.S. § 41-1012.

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The full text of all rules printed is available for inspection in the Office of the Secretary of State, 1700 West Washington, 7th Floor, and at the promulgating agency. In addition, the *Arizona Administrative Code* supplements, published four times each year, contain the full text of rules on which changes were adopted during each calendar quarter.

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