

Introduction

The *Arizona Rulemaking Manual* was developed in 1995 as a guide for state agencies when making, amending, or repealing rules. Last updated in 2001, in conjunction with the State Agency Rulewriters' Consortium, statutes and rules have changed to warrant a new edition in 2011. As sections are amended in the future, supplements to this manual will be available in paper copy and on the Secretary of State's web site.

The Rulewriters' Consortium meets to discuss legislative and administrative rulemaking issues. Meetings are open to any interested party. Meeting dates and locations are e-mailed to members of the Consortium. For more information about Consortium meetings or this manual, contact the Secretary of State's Office at (602) 542-4086.

This manual contains the following nine sections:

- Section 1: Rulemaking in General**
- Section 2: Definitions and Publishing Style**
- Section 3: Frequently Asked Questions; Renumbering; Supplementals**
- Section 4: Rulemaking Forms**
- Section 5: Checklists**
- Section 6: Administrative Procedure Act**
- Section 7: Rules of the Office of the Secretary of State**
- Section 8: Rules of G.R.R.C.**
- Section 9: Bibliography**

Public Services Division
Office of the Secretary of State
1700 W. Washington, 7th Floor
Phoenix, AZ 85007
(602) 542-4086
editor@azsos.gov
www.azsos.gov