# Board Worksheet for Choosing a Hearing Date

**Prerequisites**

- Rules Draft Complete:

- SONAR Complete (except for ALJ assignment):

- Board Authorization to publish Notice (bd-ntc):

- Governor’s Office Approval (gov-prps):

- Revisor’s Draft Approved for Publication:

***Additional Notice Plan***

Submit rules, SONAR, Draft Notice to ALJ for review:

(no later than [date])

OAH Review Deadline (5 working days after submittal):

*State Register* Deadline (12 days before publication):

*State Register* Publication Date:

30-Day Comment Period Ends:

(30 days is minimum)

Earliest-possible hearing date:

(10 days after end of comment period)

**Board Meeting** (Between end of comment period and hearing):

(Discuss comments received and approve changes to rules, if needed)

***Obtain withdrawals of hearing requests, if appropriate and needed***

Last Day to Cancel Hearing (3 working days before hearing)

Hearing Date:

**Board Meeting** (After hearing and before responses due):

(Discuss comments received at hearing and, if needed, approve changes to rules)

Posthearing Response Due (20 days posthearing):

Rebuttal Due (5 days after posthearing comments due)