



**CONSTRUCTION CODES AND LICENSING DIVISION (CCLD)
TRANSPARENT RULE ADOPTION PROCESS POLICY**

To foster transparency in the process of rules development for the regulation of the construction industry, the following policy will be followed:

CCLD will maintain an overall planning schedule for all the rules it plans to adopt and will post it on the division website. Information will be provided on the APA process so that the planning schedule will be understandable.

A page will be created on the website for each rule to be adopted. Rules will be tracked through the APA process, and agency and State Revisor rule drafts will be posted. These pages will be linked to the official docket for the rule.

For most rule adoptions, the agency will use a technical advisory committee formed in accordance with Minnesota Statutes, Chapter 14 to assist in the development of the proposed rule. These committees will be formed following the *CCLD Committee Membership Policy* and will be conducted following the *CCLD Committee Process and Rule Change Policy*. To achieve transparency for the work of the committee, postings on each rule page will include:

- Rosters with group represented
- Meeting schedules and agendas, with proposals to be discussed
- Meeting notes
- Proposals and disposition
- Rule drafts

In accordance with Minnesota Statutes 326B.07, subdivision 2, the Construction Codes Advisory Council ("CCAC") is required to review and comment on all current and proposed rules to promote coordination and consistency; advise agencies on possible changes in rules to make them easier to understand and apply; and promote the coordination, within each jurisdiction, of the administration and enforcement of construction codes. To that end, the Division will ensure that the CCAC reviews the committee's near final draft containing all substantive changes prior to conclusion of the committee's work.

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Last
Updated,
Approved:



DLI, Commissioner, Steve Sviggum

10/12/10

Date



DLI Assistant Commissioner, Tom Joachim

10/11/10

Date