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DEPARTMENT OF STATE
Division of Administrative Rules

NEW YORK STATE REGISTER

INSIDE THIS ISSUE:

- Adult Day Health Care Regulations
- Expedited HIV Testing of Women and Newborns
- World Trade Center Scholarships
- Patients Committed to the Custody of the Commissioner
- Filing of Security Interests

Notice of Availability of State and Federal Funds

State agencies must specify in each notice which proposes a rule the last date on which they will accept public comment. Agencies must always accept public comment: for a minimum of 45 days following publication in the *Register* of a Notice of Proposed Rule Making or a Notice of Emergency Adoption and Proposed Rule Making for which full text was included in the Notice or posted on a state web site, or which is a consensus rule or a rule defined in SAPA §102(2)(a)(ii); or for a minimum of 60 days following publication in the *Register* of a Notice of Proposed Rule Making or a Notice of Emergency Adoption and Proposed Rule Making for which a summary of the text of the rule was included in the Notice and the full text of which was not published on a state web site; and for 30 days after publication of a Notice of Revised Rule Making in the *Register*. When a public hearing is required by statute, the hearing cannot be held until 45 days after publication of the notice, and comments must be accepted for at least 5 days after the last required hearing. When the public comment period ends on a Saturday, Sunday or legal holiday, agencies must accept comment through the close of business on the next succeeding workday.

For notices published in this issue:

– the 60-day period expires on Sunday, May 2, 2004
– the 45-day period expires on Saturday, April 17, 2004
– the 30-day period expires on Friday, April 2, 2004

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REGISTER

Be a part of the rule making process!

The public is encouraged to comment on any of the proposed rules appearing in this issue. Comments must be made in writing and must be submitted to the agency that is proposing the rule. Address your comments to the agency representative whose name and address are printed in the notice of rule making. No special form is required; a handwritten letter will do.

To be considered, comments must reach the agency before the proposed rule is adopted. The law provides for a minimum 45-day public comment period after publication in the *Register* of every Notice of Proposed Rule Making; and a 30-day public comment period for every Notice of Revised Rule Making. If a public hearing is required by statute, public comments are accepted for at least five days after the last such hearing. Agencies are also required to specify in each notice the last date on which they will accept public comment.

When a time frame calculation ends on a Saturday or Sunday, the agency accepts public comment through the following Monday; when calculation ends on a holiday, public comment will be accepted through the following workday. Agencies cannot take action to adopt until the day after public comments are due.

The Administrative Regulations Review Commission (ARRC) is charged with the task of reviewing newly proposed regulations to examine the issues of compliance with legislative intent, impact on the economy, and impact on affected parties. In addition to sending comments or recommendations to the agency, please do not hesitate to transmit your views to ARRC:

Administrative Regulations Review Commission
State Capitol
Albany, NY 12247

Telephone: (518) 455-5091 or 455-2731

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NYS Department of State
Attn: REGISTER
41 State Street
Albany, NY 12231-0001

Telephone: (518) 474-6785

REVIEW REQUIREMENTS FOR NEW AND REVISED REGULATIONS

Executive Order No. 20 established a system of executive branch review of proposed state agency regulations by the Governor's Office of Regulatory Reform (GORR). The following is a brief description of the review requirements imposed by Executive Order 20 for new and revised rules.

Prior to submitting a proposed or revised rule for publication in the *State Register,* an agency must submit it to GORR along with any required regulatory impact statement; regulatory flexibility analysis for small businesses; rural area flexibility analysis; any cost-benefit, risk assessment and job retention analysis; or the results of any negotiated rule making or policy dialogue.

GORR reviews agency material for compliance with the following criteria:

1. The rule:
   a) is clearly within the authority delegated by law;
   b) is consistent with and necessary to achieve a specific legislative purpose;
   c) is clearly written so that its meaning will be easily understood by those persons affected by it;
   d) does not unnecessarily duplicate or exceed existing federal or state statutes or rules;
   e) is consistent with existing state statutes and rules;
   f) consistent with state statutory requirements, will produce public benefits which will outweigh the costs, if any, imposed on affected parties;
   g) does not impose a mandate on local governments or school districts which is not fully funded, except as specifically required by state statute;
   h) prescribes methodologies or requirements that allow regulated parties flexibility and encourage innovation in meeting the legislative or administrative requirements and objectives underlying the rule;
   i) is based on credible assessments, using recognized standards, of the degree and nature of the risks which may be regulated, including a comparison with every-day risks familiar to the public;
   j) gives preference to the least costly, least burdensome regulatory and paperwork requirements needed to accomplish legislative and administrative objectives;
   k) is based upon the best scientific, technical and economic information that can reasonably and affordably be obtained; and
   l) if possible and practical, favors market-oriented solutions and performance standards over command-and-control regulation.
2. The agency has complied with SAPA §§202-a, 202-b and 202-bb, relating to regulatory impact statement, regulatory flexibility analysis for small businesses and rural area flexibility analysis.

If GORR concludes that any of the criteria is not met, it may require the agency to undertake additional analyses, including a cost-benefit analysis or risk assessment.

Once the information provided to GORR is complete, GORR recommends to the Secretary to the Governor, Counsel to the Governor, Director of State Operations and Director of the Division of the Budget whether the agency may submit the rule making for publication in the *State Register*.

After publication, GORR again reviews the rule for any new information or factors. If GORR concludes that any such new factors exist, the agency is notified of any deficiencies within 45 days of publication of the proposed rule (30 days of publication of a revised rule).

GORR reviews the agency response to determine whether it adequately addresses the deficiencies. If the response is adequate, the agency may proceed with the rule making. If the agency response is inadequate, GORR may notify the agency that it may not adopt the rule. This notification may then be confirmed or modified by the Governor's Senior Advisors.

Agencies should submit proposed and substantially revised rules, together with their required statements and analyses, in their entirety, to:

Amelia F. Stern, Counsel
Governor's Office of Regulatory Reform
P.O. Box 2107
Empire State Plaza, Bldg. 1
Albany, NY 12220-0107

Questions and comments may be directed to Counsel's Office at the above address or by telephone, to (518) 473-0620.

KEY: (P) Proposal; (RP) Revised Proposal; (RC) Revised Proposal/Continuation; (RXC) Revised Proposal/Extra Continuation; (E) Emergency; (EP) Emergency and Proposal; (A) Adoption; (AA) Amended Adoption; (C) Continuation; (W) Withdrawal

Rule Making Activities

Children and Family Services, Office of
1 / Subsidized child care services (A)
9 / Statewide Automated Child Welfare Information System (SACWIS) (P)

Education Department
13 / Requirements for a conferral of a college degree and home instruction (P)
16 / Inspection and copying of department records (P)
19 / Judicial review of the determination of the State review officer (P)
21 / Leaves of absence (P)

Environmental Conservation, Department of
22 / Resource management plan for surfclams (E)
25 / Sanitary condition of shellfish lands (P)

Health, Department of
26 / Adult day health care regulations (E)
29 / Expedited HIV testing of women and newborns (E)

Higher Education Services Corporation
32 / World Trade Center Scholarships (EP)

Mental Health, Office of
34 / Patients committed to the custody of the commissioner (E)

Motor Vehicles, Department of
35 / Junk and salvage vehicles (A)
35 / Enforcement of Motor Vehicle Liability Insurance Law (P)

Niagara Falls Water Board
36 / Water and wastewater treatment and distribution system (E)

Public Service Commission
39 / Minor rate increase by Woodhull Municipal Gas Company (A)
40 / Submetering of electricity by Hudson Park Investors, LLC (A)
40 / Submetering of electricity by JDM Washington Street LLC (A)
40 / Minor rate increase by the Village of Arcade (A)
40 / Day Ahead Demand Response Program by Niagara Mohawk Power Corporation (A)
41 / Transfer of ownership interests by Sithe/Independence Power Partners, L.P. (A)
41 / Joint proposal by Consolidated Edison Company of New York, Inc. (A)
41 / General retail access-multi retailer model by Rochester Gas and Electric Corporation (A)
41 / Transfer of ownership interests by Utilco Group, Inc. *et al.* (A)
42 / General retail access—multi-retailer model by Rochester Gas and Electric Corporation (A)
42 / Major rate increase by the Village of Rockville Centre (P)
42 / Request for lightened regulation by R.E. Ginna Nuclear Power Plant, LLC (P)
42 / Overpayment refunds by the Village of Spencerport (P)
43 / Expired tariff options by Niagara Mohawk Power Corporation (P)

Real Property Services, Office of
43 / Calculation of railroad ceilings (P)

State, Department of
44 / Filing of security interests (E)

Taxation and Finance, Department of
48 / Sales on Indian reservations (C)
Hearings Scheduled for Proposed Rule Makings / 49
Action Pending Index / 51

Securities Offerings
89 / State Notices
90 / Further State Notices

Advertisements for Bidders/Contractors
97 / Notice to Bidders
97 / Sealed Bids

Notice of Availability of State and Federal Funds
101 / Department of Health

Miscellaneous Notices/Hearings
103 / Notice of Abandoned Property Received by the State Comptroller
103 / Public Notices
107 / Sale of Forest Products