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DEPARTMENT OF STATE
Division of Administrative Rules

# NEW YORK STATE REGISTER

***INSIDE THIS ISSUE:***

- Asian Long Horned Beetle Quarantine
- Packages and Articles Sent or Brought to Institutions
- Payment of Nursing Services Provided to Medically Fragile Children

**Rule Review**
**Guidance Documents**
**Notice of Availability of State and Federal Funds**
**Court Notices**

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, November 11, 2007
– the 45-day period expires on Saturday, October 27, 2007
– the 30-day period expires on Friday, October 12, 2007

**ELIOT SPITZER**
**GOVERNOR**

**LORRAINE CORTÉS-VÁZQUEZ**
**SECRETARY OF STATE**

**NEW YORK STATE DEPARTMENT OF STATE**

**Daniel E. Shapiro**, First Deputy Secretary of State

**Eamon Moynihan**, Deputy Secretary of State for Public Affairs

**Lauren Rivera**, Director of Public Information

For press and media inquiries call:
(518) 474-0050

**DIVISION OF ADMINISTRATIVE RULES**
**Deborah Ritzko**, Publications Manager

For ***State Register*** production, scheduling and subscription information
call: (518) 474-6785
E-mail: adminrules@dos.state.ny.us

For legal assistance with ***State Register*** filing requirements
call: (518) 474-6740
E-mail: counsel@dos.state.ny.us

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# 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, Deputy Secretary to the Governor 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 in MSWord format via E-mail, together with their required statements and analyses, in their entirety, to:

Regs@GORR.State.NY.US

*Questions and comments may be directed to Counsel's Office at the address and telephone number below:*

Amelia F. Stern, Counsel
Governor's Office of Regulatory Reform
P.O. Box 2107
Empire State Plaza, Bldg. 1
Albany, NY 12220-0107
(518) 473-0620

NEW YORK STATE
# 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. Individuals who access the on line *Register* (www.dos.state.ny.us) may send public comment via electronic mail to those recipients who provide an e-mail address in Notices of Proposed Rule Making. This includes Proposed, Emergency Proposed, Revised Proposed and Emergency Revised Proposed rule makings.

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 for which full text was included or posted on a state web site, or which is a consensus rule or a rule defined in SAPA §102(2)(a)(ii); a minimum 60-day public comment period after publication in the *Register* of a Notice of 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 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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Albany, NY 12231-0001
Telephone: (518) 474-6785

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

**Effective with the October 25, 2006** issue of the *Register*, in compliance with Chapter 230 of the Laws of 2006, individuals may send public comment via electronic mail to those recipients who provided an e-mail address in Notices of Proposed Rule Making. This includes Proposed, Emergency Proposed, Revised Proposed and Emergency Revised Proposed rule makings. Choose pertinent issue of the *Register* and follow the procedures on the website (www.dos.state.ny.us)

## Rule Making Activities

**Agriculture and Markets, Department of**
1 / Asian long horned beetle quarantine (E)

**State Commission of Correction**
4 / Possession of medication by inmates (A)

**Correctional Services, Department of**
4 / Packages and articles sent or brought to institutions (E, A)
6 / Administrative segregation admissions (P)

**Education Department**
7 / Loan of instructional computer hardware (E)
10 / Universal prekindergarten programs (E, RP)

**Health, Department of**
19 / Criminal history record check (E)
21 / Payment of nursing services provided to medically fragile children (E)

**Mental Health, Office of**
22 / Medical assistance payment for outpatient programs (A)

**Public Service Commission**
23 / Article VII proceedings by Consolidated Edison Company of New York, Inc. (A)
23 / Lightened regulation as an electric corporation by Jordanville Wind, LLC (A)
23 / Stock purchase and other regulatory requirements by National Grid, plc, *et al.* (A)
23 / Direct current charges by Consolidated Edison Company of New York, Inc. (A)
24 / Gas curtailment policies and procedures (A)
24 / Tax refund by Verizon New York Inc. (A)
24 / Reallocation of system benefits charge funds by New York State Energy Research and Development Authority (A)
24 / Direct current service by Consolidated Edison Company of New York, Inc. (A)
25 / Submetering of electricity by Site 16/17 Development, LLC (P)
25 / Submetering of Electricity by 343 LLC (P)
25 / Submetering of electricity by 170 East 77th 1 LLC, *et al.* (P)
26 / Dutch Hill Project by Canandaigua Power Partners II, LLC (P)
26 / Distributed generation commercial and industrial rates by Central Hudson Gas & Electric Corporation (P)
26 / Energy efficiency portfolio standard; fast track (P)
27 / Energy efficiency portfolio standard; general principles (P)
27 / Energy efficiency portfolio standard; natural gas surcharge (P)
27 / Energy efficiency portfolio standard; electric system benefit charge increase (P)
28 / Preferred stock, bonds and other forms of indebtedness by New York State Electric & Gas Corporation (P)

**State, Department of**
28 / Cremation certification course (P)

**Transportation, Department of**
31 / Enhancing safety in highway construction and maintenance work zones (P)

**Hearings Scheduled for Proposed Rule Makings** / 35
**Action Pending Index** / 37

**Rule Review**
81 / Taxation and Finance, Department of

**Guidance Documents**
83 / Public Service Commission

**Advertisements for Bidders/Contractors**
87 / Notice to Bidders
87 / Sealed Bids

**Notice of Availability of State and Federal Funds**
91 / Agriculture and Markets, Department of
91 / Interest on Lawyer Account (IOLA) Fund
92 / State, Department of
92 / Temporary and Disability Assistance, Office of

**Miscellaneous Notices/Hearings**
95 / Notice of Abandoned Property Received by State Comptroller
95 / Public Notices
97 / Sale of Forest Products

**Court Notices**
99 / Amendment of Rule, Rules for Mandatory Continuing Legal Education