



## STATE CORPORATION COMMISSION

### GENERAL RULEMAKING PROCEDURES

1. The General Assembly enacts legislation that authorizes the State Corporation Commission ("Commission") to adopt regulations for a particular purpose.
2. The Commission's Staff ("Staff") prepares an initial draft of proposed regulations. Based on the subject matter and any specific statutory requirements, Staff may confer with interested stakeholders in preparing this initial draft.
3. The Commission initiates a formal proceeding for the purpose of adopting final regulations thereon.
4. The Commission's order establishing such proceeding: attaches proposed regulations thereto; directs publication in the Virginia Register of Regulations; and provides for public notice, comments, and requests for hearing. See 5 VAC 5-20-100.
5. The Commission's order establishing the proceeding also sets forth the specific process to follow for submitting comments, which may be filed electronically or by mail.
6. After the comment period ends, any response by Staff to the comments received is also filed as part of the record in the case. Based on the comments received and Staff's response, the Commission may schedule an additional round of comments.
7. The Commission issues an order scheduling a hearing if, after considering the comments and any requests for hearing, the Commission determines that a hearing should be held on the proposed regulations.
8. Upon consideration of the comments received, including the record developed at any hearing and Staff's response to the comments, the Commission issues an order adopting final regulations and establishing their effective date. The Commission's order and final regulations are published in the Virginia Register of Regulations.
9. The Commission, as may be warranted from time to time based on changed circumstances, utilizes the above process to consider amendments to previously promulgated regulations.