**Section 1375.110 Petition for Adoption, Amendment or Repeal of a Department Rule**

a) Any interested or affected person or agency may petition the Department requesting the adoption, amendment, or repeal of a Department rule. Such petitions shall be submitted in writing to the Department of Military Affairs, 1301 N. MacArthur Blvd., Springfield, Illinois 62702-2399. Four copies of each petition, along with any supporting documents, shall be submitted in the following form:

1) Petition for (adoption, amendment, repeal) of a Part (Part No., if applicable) of the Department of Military Affairs rules.

2) I, (Name of interested party), do hereby petition the Department of Military Affairs to (adopt, amend, repeal) a Part (Part No., if applicable) for the following reasons:

3) (State reasons as fully as possible. Attach or include any documentation for your reasons.)

b) If the petition is for the adoption or amendment of a rule, attach a draft of the proposed adopted or amended rule which will adequately explain the reasons for adoption or amendment.

c) All such petitions shall be signed by the petitioner and shall state his or her address and phone number.

d) Upon receipt of a petition in the proper form, such petition will be considered by the Department. If the petition is granted, the petitioner will be notified in writing and the Department shall initiate rulemaking proceedings in accordance with Section 5-35 of the Illinois Administrative Procedure Act.