**Section 1925.120 Request for Adoption of Rules**

a) Pursuant to the requirements of Section 5-145 of the Illinois Administrative Procedure Act, any interested person may contact the State Board requesting the promulgation, amendment or repeal of a rule.

b) The form of the request, which may be handwritten or typewritten, shall be essentially as follows:

1) Name, title (if any), organization (if any), address, and telephone number of the requester.

2) Nature of action sought, i.e., promulgation of a rule, amendment of a rule, or repeal of a rule.

3) Proposed text of the rule or amendment or identification of the rule to be repealed.

4) Brief statement of the rationale for the requested action.

c) Such requests are to be sent or delivered to the Executive Secretary at 525-535 West Jefferson, Springfield, Illinois 62761.

d) Such requests shall be handled as follows:

1) The Executive Secretary will forward a copy of the request to the Chairman who will assign the matter for consideration by the State Board or for consideration by a committee of the State Board.

2)

 If, after submission of the request to the State Board at its regular meeting or within 30 days after submission of the requests, whichever period of time is the longer, the State Board has not initiated rulemaking proceedings in accordance with Section 5-35 of the Illinois Administrative Procedure Act, the request shall be deemed to have been denied.

(Source: Amended at 24 Ill. Reg. 5671, effective March 14, 2000)