**Section 350.220 Informal Conferences**

At the request of an affected employer, employee or representative of employees, the Division Manager or designee may hold an informal conference for the purpose of discussing any issues raised by an inspection, citation, notice of proposed penalty, or notice of intention to contest. The settlement of any issue at the conference shall be subject to 56 Ill. Adm. Code 120. If the conference is requested by the employer, an affected employee or their representative shall be afforded an opportunity to participate, at the discretion of the Division Manager or designee. If the conference is requested by an employee or representative of employees, the employer shall be afforded an opportunity to participate, at the discretion of the Division Manager or designee. Any party may be represented by counsel at the conference. No conference or request for a conference shall operate as a stay of any 15-working-day period for filing a notice of intention to contest as prescribed in Section 350.190.

(Source: Amended at 46 Ill. Reg. 3518, effective February 15, 2022)