**Section 730.280 Hearings**

a) All Administrative Hearings shall be conducted at a location determined by the Treasurer, unless otherwise agreed to by the Parties and the Hearing Officer.

b) The sequence to be followed for all Administrative Hearings is as follows:

1) Preliminary Hearing − The purpose is to set a date on which all Parties expect to be prepared and to rule on any preliminary motions that are presented. This may be eliminated by agreement of the Parties and/or ordered by the Hearing Officer.

2) Prehearing Conference.

3) Hearings

A) Preliminary Matters − motions, attempts to narrow issues or limit evidence;

B) Opening Statements − the Party bearing the burden of proof proceeds first;

C) Case in Chief − evidence and witnesses are presented by the Party bearing the burden of proof. After a witness' testimony is completed, he or she is subject to cross-examination;

D) Defense − evidence and witnesses may be presented by the opposing Party;

E) Closing Statements − the Party bearing the burden of proof proceeds first, then the opposing Party, then a final reply by the Party bearing the burden of proof; and

F) Final Decision.