

APPENDIX II-C

**RULEMAKING NOTICE FORM**

Notice Number \_\_\_\_\_

Rule Number       Sep 100      

<p>1. Agency Name &amp; Address:</p> <p><b>Board of Septic System Evaluators c/o Office of Professional Licensure &amp; Certification 7 Eagle Square Concord, NH 03301</b></p>	<p>2. RSA Authority: <u>      <b>RSA 541-A:16, I(b)</b>      </u></p> <p>3. Federal Authority: <u>      <b>n/a</b>      </u></p> <p>4. Type of Action:</p> <p>Adoption <u>      <b>X</b>      </u></p> <p>Repeal <u>      _____      </u></p> <p>Readoption <u>      _____      </u></p> <p>Readoption w/amendment <u>      _____      </u></p>
--	---

5. Short Title: **Definitions, Organization, and Public Information**

6. (a) Summary of what the rule says and of any proposed amendments:

**The Mechanical Safety Board is planning to:**

**Adopt Spe 100 to include the following information:**

- **Purpose and Scope of the Board;**
- **Definitions of terms used within the Board’s rules;**
- **Describe the Board organization including duties and responsibilities, composition of the Board, Chairperson and Vice Chairperson, election of Chairperson and Vice Chairperson, and office hours, office location , mailing address, and telephone number of the Board;**
- **Record of Board actions and custodian of those records; and**
- **Meetings, deliberations and decisions of the Board.**

6. (b) Brief description of the groups affected:

**The groups affected by these rules are any member of the public**

6. (c) Specific section or sections of state statute or federal statute or regulation which the rule is intended to implement:

<b>Rule</b>	<b>Specific State Statute the Rule Implements</b>
Sep 101.01	RSA 310-A:202
Sep 102.01	RSA 310-A:203
Sep 103.01	RSA 310-A:202
Sep 103.02	RSA 310-A:206, I
Sep 103.03	RSA 310-A:206, VII
Sep 103.04	RSA 310-A:206, VII
Sep 103.05	RSA 541-A:16, I(b)
Sep 104.01	RSA 310-A:206, VIII
Sep 104.02	RSA 541-A:16, I(b)
Sep 105.01	RSA 310-A:206, VII
Sep 105.02	RSA 310-A:206, VII

7. Contact person for copies and questions including requests to accommodate persons with disabilities:

Name: **Tina Kelley** Title: **Program Specialist IV**  
Address: **Office of Professional Licensure and Certification** Phone #: **(603) 271-5247**  
**7 Eagle Square** Fax#: **None**  
**Concord, NH 03301** E-mail: **OPLC-Rules@oplcnh.gov**

TTY/TDD Access: Relay NH 1-800-735-2964 or dial 711 (in NH)

8. Deadline for submission of materials in writing or, if practicable for the agency, in the electronic format specified: **Thursday, April 20, 2023 at 4:00 p.m.**

Fax  E-mail  Other format (specify):

9. Public hearing scheduled for:

Date and Time: **Monday, April 10, 2023 at 9:30 a.m.**

Place: **Office of Professional Licensure and Certification**  
**7 Eagle Square**  
**Concord, NH 03301**

10. Fiscal Impact Statement (Prepared by Legislative Budget Assistant)

FIS # 23:028, dated 2/3/2023

1. **Comparison of the costs of the proposed rule(s) to the existing rule(s):**  
**Not applicable as these are new rules.**

2. **Cite the Federal mandate. Identify the impact on state funds:**  
No federal mandate, no impact on state funds.

3. **Cost and benefits of the proposed rule(s):**  
These proposed rules define, organize, and establish procedures and public information for the Board of Septic System Evaluators. There are no costs or benefits attributable to the proposed rules.

A. **To State general or State special funds:**  
None

B. **To State citizens and political subdivisions:**  
None

C. **To independently owned businesses:**  
None

11. Statement Relative to Part I, Article 28-a of the N.H. Constitution:

**These rules do not violate Part I, Article 28-a of the New Hampshire Constitution. These rules do not mandate or assign this program to any political subdivision in any way.**