

SAMPLE TIME FRAME FOR ADOPTING EMERGENCY REGULATIONS

	Event ¹	Days to complete	Notes /other considerations
1.	Law log opened - date DHSS opens file with Dept. of Law (DOL)		
2.	Draft regulation(s) and Finding of Emergency		<i>The written finding of emergency must identify a threat to the public peace, health, safety, or general welfare that requires immediate action. A failure to plan in advance does not constitute an emergency. “[it] is the state policy that emergencies are held to a minimum and are rarely found to exist.” AS 44.62.270</i>
3.	Provide drafts to DOL for review and approval		
4.	Adoption by Commissioner/Designee		
5.	Submit to the DOL		
6.	DOL submits to Lt. Gov’s office	1-7	1 WEEK TO EMERGENCY REGULATION an AND THE REGULATIONS ARE EFFECTIVE ON DATE FILED WITH LT. GOVERNORS OFFICE
7.	Once filed, must provide public notice of emergency regulation	5 -10	If not done within 10 days of adoption the regulation is automatically repealed
9	Public hearing		
10.	File certification of compliance and new adoption order	w/in 120	There is a 120 day time period for agency to make the regulation permanent; if formal action is not taken the regulation is automatically repealed.
11.	Submit to DOL for review/approval		
12.	Final/permanent regulation to Lt. Gov		
		130	130 ADDITIONAL DAYS TO PERMANENT REGULATIONS.

¹ Assume regulation and finding of emergency are done on day one or within days of file opening, but estimate one week from opening of file to document being ready to be submitted to Lt. Governor’s office.