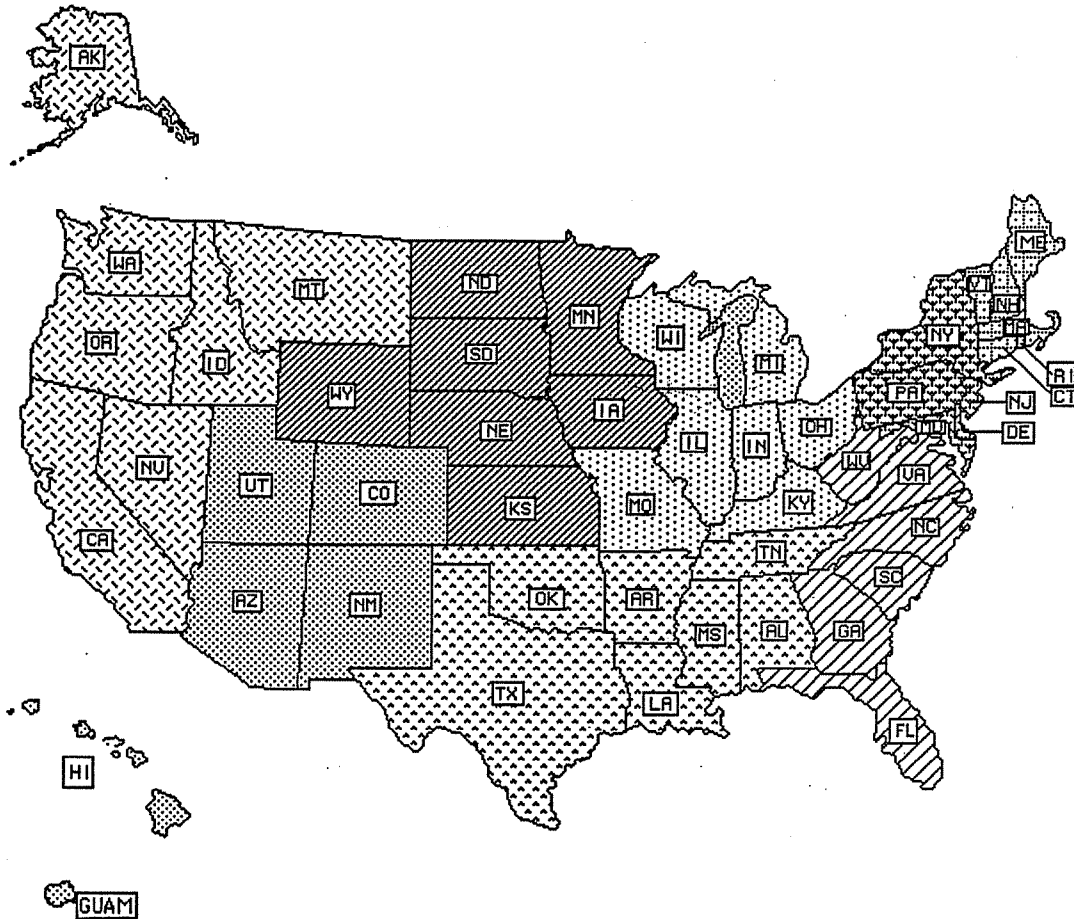


# 1986 State and Federal Survey



## NATIONAL ASSOCIATION OF SECRETARIES OF STATE

Administrative Codes and Registers Committee/Section



# NATIONAL ASSOCIATION OF SECRETARIES OF STATE

## Administrative Codes and Registers Committee/Section

### *1986 Administrative Codes and Registers State and Federal Survey*

#### INTRODUCTION

This Survey updates the information contained in the 1985 State and Federal Survey and is current as of January 1, 1986. Each state and jurisdiction is represented, although the information for the state of Nebraska was taken from the 1985 Survey since Nebraska was the only state which did not respond to the survey this year.

Arrangement is alphabetical by state or jurisdiction with the exception of the Federal Government which appears first. A table of contents follows this introduction on page 3.

The cover designates the eight regions into which the ACR members have been divided. Further explanation of this follows in the Preface (page 2).

Each jurisdiction is asked to carefully examine the information contained in this Survey. If errors are found, please report them as quickly as possible.

Requests for copies of this Survey should be directed to the address below. Copies are \$25.00 each in order to cover publication costs. Any questions concerning the information in this Survey may also be sent to the address below or to the offices within the various individual jurisdictions.

Mimi Griffiths  
Executive Secretary  
Administrative Codes and Registers Committee/Section  
c/o Administrative Code Division  
201 West Monroe  
Springfield, Illinois 62756  
(217) 782-9786

## PREFACE

On the cover, the eight regions of ACR are designated via different backgrounds. Each region has a regional representative who serves on the ACR Section executive committee and who disseminates information to the ACR members.

For your further information, the eight regions and their representatives are listed below. For telephone numbers and/or addresses of the representatives, please turn to the *Register* and/or *Code* information for that state.

### NORTHEAST

Connecticut  
Maine  
Massachusetts  
New Hampshire (Steve Shaw)  
Rhode Island  
Vermont

### SOUTHEAST

Florida  
Georgia  
North Carolina (Molly Mason)  
South Carolina  
Virginia  
West Virginia

### MIDWEST

Illinois  
Indiana  
Kentucky (Susan Wunderlich)  
Michigan  
Missouri  
Ohio  
Wisconsin

### SOUTHWEST

Arizona (Miriam McClennen)  
Colorado  
Guam  
Hawaii  
New Mexico  
Utah

### MIDEAST

Delaware  
Federal Government  
Maryland  
New Jersey  
New York  
Pennsylvania (Gary Hoffman)  
Washington, D.C.

### SOUTH

Alabama  
Arkansas  
Louisiana (Nancy Midkiff)  
Mississippi  
Oklahoma  
Tennessee  
Texas

### NORTHERN PLAINS

Iowa  
Kansas (John Reinhart)  
Minnesota  
Nebraska  
North Dakota  
South Dakota  
Wyoming

### WEST

Alaska  
California  
Idaho  
Montana  
Nevada  
Oregon  
Washington (Gary Reid)

1986 SURVEY OF CODES AND REGISTERS

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1986 SURVEY OF CODES AND REGISTERS

FEDERAL GOVERNMENT

JURISDICTION: FEDERAL GOVERNMENT

ADMINISTRATIVE REGISTER: *Federal Register*

OFFICE AND STAFF:

Director: John E. Byrne  
Address: Office of the Federal Register  
National Archives & Records Administration  
Washington, D.C. 20408  
Telephone: (202) 523-5240  
Person to contact about information on this survey: Martha Girard  
Governing Agency: Office of the Federal Register  
The office is under the National Archives & Records Administration.  
Total number of employees (FTE): 15 (Full-time: ; Part-time: )  
Office Hours: 8:45 a.m. to 5:15 p.m., Monday thru Friday

BUDGET:

Salaries: \$544,000  
Printing Expenses: Information not available  
Director's Salary (Optional):  

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	<u>  x  </u>	over \$40,000

Subsidy received: (1)

Amount received from subscriptions: (1)

(1) Office of the Federal Register editorial and administrative costs are funded by Federal appropriation. GPO receives all funds generated by subscription or single issue sales.

FREQUENCY OF ISSUE: Daily

CIRCULATION (as of January 1, 1986):

Number of paid subscribers: 21,000  
Number of free subscribers: Official use copies: 11,000  
Price per issue: \$1.50  
Price per subscription: \$300  
Is the subscription and/or single issue price set by statute? No  
If not, how are they determined? Regulation  
Length of subscription: Annual  
How do you promote sales? Public information workshops  
How do you distribute/mail? Second class mail  
Subscribers are required to pay in advance.

VOLUME:

Average pages per issue (1985): 213  
Pages per year (1985): 53,480

COMPUTER COMPOSITION:

Computer Use	Yes	
Searchable data base	No	
Microfiche	Yes	Price: \$145.00
Microfilm	No	

1986 SURVEY OF CODES AND REGISTERS  
FEDERAL GOVERNMENT

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**CONTENT:**

<b>Proposed Rules:</b>	Full Text
<b>Adopted Rules:</b>	Full Text
<b>Emergency Rules:</b>	Full Text
<b>Court Ordered Rules:</b>	Full Text
<b>Executive Orders:</b>	Full Text
<b>Proclamations:</b>	Full Text
<b>State Contracts:</b>	No
<b>Executive Items:</b>	Full Text
<b>Judicial Items:</b>	No
<b>Legislative Items:</b>	No
<b>Attorney General Opinions:</b>	No
<b>Other:</b>	Public interest notice
<b>Open Meetings:</b>	Yes
<b>Public Hearings:</b>	Yes
<b>Index:</b>	Yes

**LAW:**

<b>Correction of Nonsubstantive Errors:</b>	Yes
<b>Correction of Substantive Errors:</b>	Yes
<b>Official Text:</b>	Yes
<b>Judicial Notice:</b>	Yes
<b>Annotations:</b>	No
<b>Edit:</b>	Yes
<b>Legislative Oversight:</b>	No
<b>Economic Impact Statement:</b>	Yes
<b>Emergency Rules:</b>	Yes
In effect how long? Determined by agency issuing rule	

**MISCELLANEOUS:**

<b>Editorial Standards Manual/Guidelines:</b>	Yes
<b>Instruction in regulation drafting:</b>	Yes
<b>Seminars:</b>	Yes
<b>Consultations:</b>	Yes
<b>Manual:</b>	No
<b>Pre-publication review:</b>	Yes
<b>Liaison Representative Required:</b>	Yes
<b>When did you begin publishing the Register?</b>	1936
<b>The <i>Federal Register</i> is distributed free of charge to federal depository libraries.</b>	
<b>The <i>Federal Register</i> is printed by an outside publisher/printer: Government Printing Office</b>	
<b>Copy for publication is generated by the agencies.</b>	

**COPIES OF THE *FEDERAL REGISTER* MAY BE OBTAINED FROM:**

Superintendent of Documents  
U.S. Government Printing Office  
Washington, D.C. 20402

1986 SURVEY OF CODES AND REGISTERS

FEDERAL GOVERNMENT

JURISDICTION: FEDERAL GOVERNMENT

ADMINISTRATIVE CODE: *Code of Federal Regulations*

OFFICE AND STAFF:

Director: John E. Byrne  
Address: Office of the Federal Register  
National Archives & Records Administration  
Washington, D.C. 20408

Telephone: (202) 523-5240

Person to contact about information on this survey: Martha Girard

Governing Agency: Office of the Federal Register

This office is under the National Archives & Records Administration.

Total number of employees (FTE): 13 (Full-time: ; Part-time: )

Office Hours: 8:45 a.m. to 5:15 p.m., Monday thru Friday

BUDGET:

Salaries: \$430,000

Printing Expenses: Information not available

Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000-\$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received: (1)

Amount received from subscriptions: (1)

(1) Office of the Federal Register editorial and administrative costs are funded by Federal appropriation. GPO receives all funds generated by subscription or single issue sales.

PUBLICATION:

Frequency of printing entire Code: Annually

Number of sets printed in last complete publication: 15,694

Year entire Code last published: 1985

Supplementation frequency:

Form of supplementation: Bound volume

CIRCULATION:

Number of paid subscribers: 3551

Number of free subscribers: 2143

Price per set: \$595; \$185 microfiche

Number of volumes per set: 185

If sold by less than entire set, please answer the following:

How sold? Individual volumes

Price? Varies

Is supplement automatically sent to subscribers of entire Code? No

If not, is there a separate subscription for supplementation?

Is supplementation covered by original price of entire Code?

If not, please indicate the price for supplementation

How do you promote sales? Public Information Workshops

How do you distribute/mail? 3rd & 4th Class Mail

Subscribers are required to pay in advance.

FORMAT: Paperbound and Microfiche

1986 SURVEY OF CODES AND REGISTERS

FEDERAL GOVERNMENT

**VOLUME:**

Pages per full set: 105,935

Average pages per volume: 605

Pages per supplement (average):

**LAW:**

Official Text: Yes

Judicial Notice: Yes

Annotations: No

Edit: Yes

Emergency rules included: Yes

**COMPUTER COMPOSITION:**

Computer Use: Yes

Searchable data base: No

Microfiche: Yes Price: \$185.00

Microfilm: No

What type/brand of computer equipment do you use? Digital

What type/brand of software do you use? Atex

**INDEXING:**

Does your Code contain one or more indices? Yes

If so, please specify type(s): Subject/agency index and numerical finding aid (List of Sections Affected)

Are indices prepared in-house by staff members or by the publisher?

**ARRANGEMENT:**

The *Code of Federal Regulations* is arranged by subject matter.

**MISCELLANEOUS:**

When did you first publish your Code? 1938

The *Code of Federal Regulations* is distributed free of charge to federal depository libraries.

The *Code of Federal Regulations* does not contain anything other than rules.

The *Code of Federal Regulations* is published by an outside publisher: Government Printing Office

**COPIES OF THE CODE OF FEDERAL REGULATIONS MAY BE OBTAINED FROM:**

Superintendent of Documents

Government Printing Office

Washington, D.C. 20402

1986 SURVEY OF CODES AND REGISTERS

ALABAMA

STATE: ALABAMA

ADMINISTRATIVE REGISTER: *Alabama Administrative Monthly*

OFFICE AND STAFF:

Director: Louis G. Greene  
Address: Suite 435, Alabama State House  
Montgomery, Alabama 36130  
Telephone: (205) 261-7570  
Person to contact about information on this survey: Edna Brooks, Editor  
Governing Agency: Legislative Reference Service  
This office is under the Legislature.  
Total number of employees (FTE): 2 (Full-time: 2; Part-time: 0)  
Office Hours: 8 a.m. to 4:30 p.m., Monday thru Friday

BUDGET:

Salaries:

Printing Expenses: \$3,500

Director's Salary (Optional):

_____ Under \$10,000	_____ \$10,000 - \$15,000
_____ \$15,000 - \$20,000	_____ \$20,000 - \$25,000
_____ \$25,000 - \$30,000	_____ \$30,000 - \$35,000
_____ \$35,000 - \$40,000	_____ over \$40,000

Subsidy received:

Amount received from subscriptions: \$8,200

FREQUENCY OF ISSUE: Monthly

CIRCULATION (as of January 1, 1986):

Number of paid subscribers: 164

Number of free subscribers: 20

Price per issue:

Price per subscription: \$50

Is the subscription and/or single issue price set by statute? No

If not, how are they determined? Statute requires us to make available at cost

Length of subscription: one year

How do you promote sales? Alabama Bar Association Magazine

How do you distribute/mail? U. S. Mail

Subscribers are billed.

VOLUME:

Average pages per issue (1985): 40 - 45

Pages per year (1985): 540

COMPUTER COMPOSITION:

Computer Use: Yes

Searchable data base: No

Microfiche: No

Microfilm: No

1986 SURVEY OF CODES AND REGISTERS

ALABAMA

**CONTENT:**

<b>Proposed Rules:</b>	Notice Only
<b>Adopted Rules:</b>	Notice Only
<b>Emergency Rules:</b>	Notice Only
<b>Court Ordered Rules:</b>	No
<b>Executive Orders:</b>	No
<b>Proclamations:</b>	No
<b>State Contracts:</b>	No
<b>Executive Items:</b>	No
<b>Judicial Items:</b>	No
<b>Legislative Items:</b>	No
<b>Attorney General Opinions:</b>	No
<b>Other:</b>	No
<b>Open Meetings:</b>	No
<b>Public Hearings:</b>	No
<b>Index:</b>	No

**LAW:**

<b>Correction of Nonsubstantive Errors:</b>	No
<b>Correction of Substantive Errors:</b>	No
<b>Official Text:</b>	No
<b>Judicial Notice:</b>	No
<b>Annotations:</b>	No
<b>Edit:</b>	No
<b>Legislative Oversight:</b>	Yes
<b>Economic Impact Statement:</b>	No
<b>Emergency Rules:</b>	Yes
In effect how long? 120 days	

**MISCELLANEOUS:**

<b>Editorial Standards Manual/Guidelines:</b>	Yes
<b>Instruction in regulation drafting:</b>	Yes
<b>Seminars:</b>	No
<b>Consultations:</b>	Yes
<b>Manual:</b>	Yes
<b>Pre-publication review:</b>	Yes
<b>Liaison Representative Required:</b>	No

When did you begin publishing the Register? October 1982  
The *Alabama Administrative Monthly* is not distributed to depository libraries.  
The *Alabama Administrative Monthly* is printed in-house.  
Copy for publication is generated by this agency in-house.

**COPIES OF THE ALABAMA ADMINISTRATIVE MONTHLY MAY BE OBTAINED FROM:**

Legislative Reference Service  
Administrative Procedure Division  
Suite 535, Alabama State House  
Montgomery, Alabama 36130  
Attn: Edna Brooks

1986 SURVEY OF CODES AND REGISTERS

ALABAMA

STATE: ALABAMA

ADMINISTRATIVE CODE: *Alabama Administrative Code*

OFFICE AND STAFF:

Director: Louis G. Greene  
Address: Suite 435, Alabama State House  
Montgomery, Alabama 36130  
Telephone: (205) 261-7570  
Person to contact about information on this survey: Edna B. Brooks, Editor  
Governing Agency: Legislative Reference Service  
This office is under the Legislature.  
Total number of employees (FTE): 2 (Full-time: 2; Part-time: 0)  
Office Hours: 8 a.m. to 4:30 p.m., Monday thru Friday

BUDGET:

Salaries: \$35,000  
Printing Expenses: \$1800  
Director's Salary (Optional): \_\_\_\_\_ Under \$10,000 \_\_\_\_\_ \$10,000 - \$15,000  
\_\_\_\_\_ \$15,000 - \$20,000 \_\_\_\_\_ \$20,000 - \$25,000  
\_\_\_\_\_ \$25,000 - \$30,000 \_\_\_\_\_ \$30,000 - \$35,000  
\_\_\_\_\_ \$35,000 - \$40,000 \_\_\_\_\_ over \$40,000

Subsidy received:  
Amount received from subscriptions: \$15,800

PUBLICATION:

Frequency of printing entire Code:  
Number of sets printed in last complete publication: 50  
Year entire Code last published: 1984  
Supplementation frequency: Quarterly  
Form of supplementation: Replacement pages

CIRCULATION:

Number of paid subscribers: 30  
Number of free subscribers: 3  
Price per set: \$300  
Number of volumes per set: 13  
If sold by less than entire set, please answer the following:  
How sold? Title, Chapter, Rule Number  
Price? \$.25 per page  
Is supplement automatically sent to subscribers of entire Code? Yes  
Is supplementation covered by original price of entire Code? No  
If not, please indicate the price for supplementation: \$25 per quarter  
How do you promote sales? Alabama State Bar Association Magazine  
How do you distribute/mail? United Parcel Service  
Subscribers are billed.

FORMAT: Loose-Leaf

1986 SURVEY OF CODES AND REGISTERS

ALABAMA

**VOLUME:**

Pages per full set: 8,500  
Average pages per volume: 650  
Pages per supplement (average): 500

**LAW:**

Official Text: Yes  
Judicial Notice: No  
Annotations: Yes  
Edit: No  
Emergency rules included: No

**COMPUTER COMPOSITION:**

Computer Use: Yes  
Searchable data base: No  
Microfiche: No  
Microfilm: No  
What type/brand of computer equipment do you use? Digital  
What type/brand of software do you use?

**INDEXING:**

Does your Code contain one or more indices? Yes  
If so, please specify type(s): Alphabetical  
Indices are prepared in-house by staff members.

**ARRANGEMENT:**

The *Alabama Administrative Code* is arranged by agency.

**MISCELLANEOUS:**

When did you first publish your Code? 1984  
The *Alabama Administrative Code* is not distributed to depository libraries.  
The *Alabama Administrative Code* contains nothing other than rules.  
The *Alabama Administrative Code* is published and printed in-house.

**COPIES OF THE ALABAMA ADMINISTRATIVE CODE MAY BE OBTAINED FROM:**

Legislative Reference Service  
Administrative Procedure Division  
Suite 435, Alabama State House  
Montgomery, Alabama 36130  
Attn: Edna Brooks

1986 SURVEY OF CODES AND REGISTERS

ALASKA

STATE: ALASKA

ADMINISTRATIVE REGISTER: *Alaska Administrative Journal*

OFFICE AND STAFF:

Director: Office of the Lt. Governor, AAJ Coordinator  
Address: P.O. Box AA  
Juneau, Alaska 99811  
Telephone: (907) 465-3520  
Person to contact about information on this survey: Sally R. Hanson  
Governing Agency: Office of the Lieutenant Governor  
This office is under the Lieutenant Governor (Alaska has no Secretary of State).  
Total number of employees (FTE): 1 (Full-time: 1; Part-time: 0)  
Office Hours: 8:00 a.m. to 4:30 p.m., Monday thru Friday

BUDGET:

Salaries:  
Printing Expenses: (and postage)  
Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____ x _____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received: \$30,000  
Amount received from subscriptions: \$17,500

FREQUENCY OF ISSUE: Weekly

CIRCULATION (as of January 1, 1986):

Number of paid subscribers: 70  
Number of free subscribers: 120  
Price per issue:  
Price per subscription: \$250  
Is the subscription and/or single issue price set by statute? No  
If not, how are they determined? Cost to print and postage  
Length of subscription: One year  
How do you promote sales?  
How do you distribute/mail? First class mail  
Subscribers are required to pay in advance.

VOLUME:

Average pages per issue (1985): 65  
Pages per year (1985): 3,380

COMPUTER COMPOSITION:

Computer Use: Yes -- Communicating displaywriter; format and enter into data base through Legislative Affairs (STAIRS)  
Searchable data base: Yes  
Microfiche: No  
Microfilm: No

## 1986 SURVEY OF CODES AND REGISTERS

### ALASKA

#### CONTENT:

Proposed Rules:	Summary
Adopted Rules:	Summary
Emergency Rules:	Summary
Court Ordered Rules:	No
Executive Orders:	Yes
Proclamations:	Yes
State Contracts:	Summary
Executive Items:	Summary
Judicial Items:	No
Legislative Items:	No
Attorney General Opinions:	Summary
Other:	Vacancies on Boards/Commissions
Open Meetings:	Yes
Public Hearings:	Yes
Index:	Yes, by department

#### LAW:

Correction of Nonsubstantive Errors:	No
Correction of Substantive Errors:	No
Official Text:	No
Judicial Notice:	No
Annotations:	No
Edit:	No
Legislative Oversight:	No
Economic Impact Statement:	No
Emergency Rules:	Yes
In effect how long?	

#### MISCELLANEOUS:

Editorial Standards Manual/Guidelines:	Yes
Instruction in regulation drafting:	Yes
Seminars:	No
Consultations:	Yes, on a case by case basis
Manual:	Yes, published by Department of Law
Pre-publication review:	No, each agency responsible for own material
Liaison Representative Required:	Yes, assigned by each agency
When did you begin publishing the Register?	11/7/83 on data base; 5/7/84 hard copy
The <i>Alaska Administrative Journal</i> is distributed free of charge to both state and federal depository libraries.	
The <i>Alaska Administrative Journal</i> is published in-house.	
Copy for publication is generated by the agencies.	
Other information about your Register not explained above:	Received electronically from each agency, formatted and entered into data base, then a master is generated and then printed.

#### THE ALASKA ADMINISTRATIVE JOURNAL MAY BE OBTAINED FROM:

AAJ Coordinator  
Office of the Lieutenant Governor  
P.O. Box AA  
Juneau, Alaska 99811

1986 SURVEY OF CODES AND REGISTERS

ALASKA

STATE: ALASKA

ADMINISTRATIVE CODE: *Alaska Administrative Code*

OFFICE AND STAFF:

Director: Office of the Lt. Governor, AAC Coordinator

Address: P.O. Box AA  
Juneau, Alaska 99811

Telephone: (907) 465-3520

Person to contact about information on this survey: Sally R. Hanson

Governing Agency: Office of the Lieutenant Governor

This office is under the Lieutenant Governor (Alaska has no Secretary of State).

Total number of employees (FTE): 1 (Full-time: 1; Part-time: 0)

Office Hours: 8:00 a.m. to 4:30 p.m., Monday thru Friday

BUDGET:

Salaries:

Printing Expenses: \$15,000/\$20,000 for local govts. (175 supplements purchased each quarter (responsible by statute to supply all local govts. with code)

Director's Salary (Optional):	_____ Under \$10,000	_____ \$10,000 - \$15,000
	_____ \$15,000 - \$20,000	_____ \$20,000 - \$25,000
	_____ \$25,000 - \$30,000	_____ \$30,000 - \$35,000
	_____ \$35,000 - \$40,000	_____ over \$40,000

Subsidy received: \$80,000

Amount received from subscriptions: None

PUBLICATION:

Frequency of printing entire Code: N/A

Number of sets printed in last complete publication: N/A

Year entire Code last published: 1975

Supplementation frequency: Four times each calendar year

Form of supplementation: Replacement pages

CIRCULATION:

Number of paid subscribers: 1,300

Number of free subscribers: None

Price per set: \$264

Number of volumes per set: 5

If sold by less than entire set, please answer the following:

How sold? Quarterly supplements

Price? \$85 - \$110 (depends on number of pages)

Is supplement automatically sent to subscribers of entire Code? Publisher's control

Is supplementation covered by original price of entire Code? No

If not, please indicate the price for supplementation: Depends on number of pages

How do you promote sales? By publisher

How do you distribute/mail? By publisher

The publisher handles all subscriptions.

FORMAT: Loose-leaf

1986 SURVEY OF CODES AND REGISTERS

ALASKA

**VOLUME:**

Pages per full set: 4,000

Average pages per volume: 800

Pages per supplement (average):

**LAW:**

Official Text: Yes

Judicial Notice: No

Annotations: No

Edit: Yes, Editor's notes

Emergency rules included: Yes

**COMPUTER COMPOSITION:**

Computer Use: No

Searchable data base: No

Microfiche: No

Microfilm: No

What type/brand of computer equipment do you use?

What type/brand of software do you use?

**INDEXING:**

Does your Code contain one or more indices? Yes

If so, please specify type(s): Contents, check list/cross reference code/statute

Indices are prepared by the publisher.

**ARRANGEMENT:**

The *Alaska Administrative Code* is arranged by agency.

**MISCELLANEOUS:**

When did you first publish your Code? 1959

The *Alaska Administrative Code* is distributed free of charge (paid by Lt. Governor's office) to state and federal depository libraries.

The *Alaska Administrative Code* contains nothing except rules.

The *Alaska Administrative Code* is published by an outside publisher/printer.

**COPIES OF THE ALASKA ADMINISTRATIVE CODE MAY BE OBTAINED FROM:**

Book Publishing Co.

201 Westlake North

Seattle, Washington 98109

(206) 343-5700

1986 SURVEY OF CODES AND REGISTERS

ARIZONA

STATE: ARIZONA

ADMINISTRATIVE REGISTER: *Arizona Administrative Digest*  
(In January 1987 the title changes to *Arizona Administrative Register*)

OFFICE AND STAFF:

Director: Miriam J. McClennen  
Address: Capitol, West Wing, Suite 706  
Phoenix, Arizona 85007  
Telephone: (602) 255-4086  
Person to contact about information on this survey: Miriam J. McClennen  
Governing Agency: Office of the Secretary of State  
This office is under the Secretary of State.  
Total number of employees (FTE): 3 (Full-time: 2; Part-time: 1)  
Office Hours: 8:00 a.m. to 5:00 p.m., Monday thru Friday

BUDGET:

Salaries:  
Printing Expenses: \$14,000  
Director's Salary (Optional):  
\_\_\_\_\_ Under \$10,000  
\_\_\_\_\_ \$15,000 - \$20,000  
\_\_\_\_\_ \$25,000 - \$30,000  
\_\_\_\_\_ \$35,000 - \$40,000  
\_\_\_\_\_ \$10,000 - \$15,000  
\_\_\_\_\_ \$20,000 - \$25,000  
\_\_\_\_\_ \$30,000 - \$35,000  
\_\_\_\_\_ over \$40,000  
Subsidy received: 100 %  
Amount received from subscriptions: \$5,100

FREQUENCY OF ISSUE: Monthly (Semi-annual index)

CIRCULATION (as of January 1, 1986):

Number of paid subscribers: 204  
Number of free subscribers: 217  
Price per issue: \$3  
Price per subscription: \$36  
Is the subscription and/or single issue price set by statute? No  
If not, how are they determined? Cost of production and distribution  
Length of subscription: 1 year  
How do you promote sales? Printed price list  
How do you distribute/mail? In-house, 1st class Mail and Courier (State agencies in Capitol Complex)  
Subscribers are billed and required to pay in advance.

VOLUME:

Average pages per issue (1985): 25  
Pages per year (1985): 334

COMPUTER COMPOSITION:

Computer Use: Yes, by an outside contractor  
Searchable data base: No  
Microfiche: No  
Microfilm: No

# 1986 SURVEY OF CODES AND REGISTERS

## ARIZONA

### CONTENT:

<b>Proposed Rules:</b>	Notice with summary of text
<b>Adopted Rules:</b>	Notice only, listed by rule number only
<b>Emergency Rules:</b>	Notice with summary of text
<b>Court Ordered Rules:</b>	No
<b>Executive Orders:</b>	Full text
<b>Proclamations:</b>	Full text
<b>State Contracts:</b>	No
<b>Executive Items:</b>	No
<b>Judicial Items:</b>	No
<b>Legislative Items:</b>	No
<b>Attorney General Opinions:</b>	Notice and summary of opinions
<b>Other:</b>	Governor's appointments to Boards & Commissions with description
<b>Open Meetings:</b>	No
<b>Public Hearings:</b>	No
<b>Index:</b>	Yes (semi-annual)

### LAW:

<b>Correction of Nonsubstantive Errors:</b>	Yes
<b>Correction of Substantive Errors:</b>	Yes, with letter from Attorney General
<b>Official Text:</b>	Yes
<b>Judicial Notice:</b>	No
<b>Annotations:</b>	No
<b>Edit:</b>	Yes
<b>Legislative Oversight:</b>	Yes, State Parks Board only
<b>Economic Impact Statement:</b>	Yes
<b>Emergency Rules:</b>	Yes
In effect how long? 90 days	

### MISCELLANEOUS:

<b>Editorial Standards Manual/Guidelines:</b>	Administrative Rules on filing & printing only
<b>Instruction in regulation drafting:</b>	Yes
<b>Seminars:</b>	Yes
<b>Consultations:</b>	Yes
<b>Manual:</b>	No
<b>Pre-publication review:</b>	Yes
<b>Liaison Representative Required:</b>	No
<b>When did you begin publishing the Register?</b>	October 1976
<b>The Arizona Administrative Digest is distributed free of charge to the State Library and Archives and to county libraries.</b>	
<b>The Arizona Administrative Digest is printed by an outside printer/publisher.</b>	
<b>Copy for publication is generated in-house in the Publications Division.</b>	

### COPIES OF THE ARIZONA ADMINISTRATIVE DIGEST MAY BE OBTAINED FROM:

Office of Secretary of State  
Publication Division  
State Capitol, West Wing, Suite 706  
Phoenix, Arizona 85007

1986 SURVEY OF CODES AND REGISTERS

ARIZONA

STATE: ARIZONA

ADMINISTRATIVE CODE: *Arizona Official Compilation Administrative Rules and Regulations*

OFFICE AND STAFF:

Director: Miriam J. McClennen  
Address: Capitol, West Wing, Suite 706  
Phoenix, Arizona 85007  
Telephone: (602) 255-4086  
Person to contact about information on this survey: Miriam J. McClennen  
Governing Agency: Office of the Secretary of State  
This office is under the Secretary of State.  
Total number of employees (FTE): 3 (Full-time: 2; Part-time: 1)  
Office Hours: 8:00 a.m. to 5:00 p.m., Monday thru Friday

BUDGET:

Salaries:  
Printing Expenses: \$115,000  
Director's Salary (Optional):  

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

  
Subsidy received: 100%  
Amount received from subscriptions: \$92,000

PUBLICATION:

Frequency of printing entire Code: Code is loose-leaf, updated bi-monthly; no reason to reprint entire Code  
Number of sets printed in last complete publication: Chapters, indicating individual agencies, reprinted when inventory is depleted  
Year entire Code last published: 1975  
Supplementation frequency: Six times a year  
Form of supplementation: Replacement pages

CIRCULATION:

Number of paid subscribers: Sets - 236; Parts - 12,000  
Number of free subscribers: Sets - 114; Parts - 507  
Price per set: (1985) \$350; (1986) \$420  
Number of volumes per set: 14  
If sold by less than entire set, please answer the following:  
How sold? By Title (broad principle subject matter), and by Chapter (individual agency)  
Price? Based on production and distribution cost  
Is supplement automatically sent to subscribers of entire Code? Yes  
Is supplementation covered by original price of entire Code? No  
If not, please indicate the price for supplementation: (1985) \$85; (1986) \$90  
How do you promote sales? Originally, State Bar Newsletter; printed price list, state agency mailings.  
How do you distribute/mail? In-house; 1st class Mail/Printed Matter; Courier state agencies  
Subscribers are required to pay in advance.

FORMAT: Loose-leaf

1986 SURVEY OF CODES AND REGISTERS

ARIZONA

**VOLUME:**

Pages per full set: 7,300  
Average pages per volume: Varies - 270/750  
Pages per supplement (average): 330

**LAW:**

Official Text: Yes  
Judicial Notice: No  
Annotations: Yes  
Edit: Yes  
Emergency rules included: Yes

**COMPUTER COMPOSITION:**

Computer Use: Yes  
Searchable data base: No  
Microfiche: No  
Microfilm: No

What type/brand of computer equipment do you use? (1986) IBM System 36 Mini Computer; IBM 3180 terminals and 4219 IBM Dot Matrix printer and PC Micro Computer and Dot Matrix printer

What type/brand of software do you use? Display Write/3 and 36

What do you use, if not computers? 1985 Contract (Code on Mergenthaler typesetter)

**INDEXING:**

Does your Code contain one or more indices? No; a table of contents provided; Index planned  
Indices are prepared in-house by staff.

**ARRANGEMENT:**

The *Arizona Official Compilation Administrative Rules and Regulations* is arranged by subject matter and by agency. (Code arranged by subject matter (known as Titles) which then divide into Chapters. Chapter numbers assigned to individual agencies according to subject matter.)

**MISCELLANEOUS:**

When did you first publish your Code? June 1975

The *Arizona Official Compilation Administrative Rules and Regulations* is distributed free of charge to the State Library and Archives and to county libraries.

The *Arizona Official Compilation Administrative Rules and Regulations* contains nothing other than rules.

The *Arizona Official Compilation Administrative Rules and Regulations* was printed in 1985 by contract and distributed and sold in-house.

Other information about your Code not explained above: Late 1986, bringing keystrokes in-house; typeset/published, outside contract; distributed/sold, in-house

**COPIES OF THE ARIZONA OFFICIAL COMPILATION ADMINISTRATIVE RULES AND REGULATIONS MAY BE OBTAINED FROM:**

Office of Secretary of State  
Publication Division  
State Capitol, West Wing, Suite 706  
Phoenix, Arizona 85007

1986 SURVEY OF CODES AND REGISTERS

ARKANSAS

STATE: ARKANSAS

ADMINISTRATIVE REGISTER: *Arkansas Register*

OFFICE AND STAFF:

Director: Joseph Franklin

Address: Office of Secretary of State  
State Capitol Building  
Little Rock, Arkansas 72201

Telephone: (501) 371-3671

Person to contact about information on this survey: Joseph Franklin

Governing Agency: Office of Secretary of State

This office is under the Secretary of State.

Total number of employees (FTE): 3 (Full-time: 3; Part-time: 0)

Office Hours: 8:00 a.m. to 5:00 p.m., Monday thru Friday

BUDGET:

Salaries:

Printing Expenses: Information not available

Director's Salary (Optional):

_____ Under \$10,000	_____ \$10,000 - \$15,000
_____ \$15,000 - \$20,000	_____ \$20,000 - \$25,000
_____ \$25,000 - \$30,000	_____ \$30,000 - \$35,000
_____ \$35,000 - \$40,000	_____ over \$40,000

Subsidy received:

Amount received from subscriptions:

FREQUENCY OF ISSUE: Monthly

CIRCULATION (as of January 1, 1986):

Number of paid subscribers: 220

Number of free subscribers: 75

Price per issue: \$3.50

Price per subscription: \$40 per year

Is the subscription and/or single issue price set by statute? No

If not, how are they determined? Set by the Secretary of State

Length of subscription: One year

How do you promote sales? Inquiries of our office

How do you distribute/mail? Mail

Subscribers are billed and required to pay in advance.

VOLUME:

Average pages per issue (1985): 60

Pages per year (1985): 1,200

COMPUTER COMPOSITION:

Computer Use: No

Searchable data base: No

Microfiche: No

Microfilm: No

What do you use, if not a computer? All processing work done on a typesetting machine in-house and shipped to a printer

1986 SURVEY OF CODES AND REGISTERS

ARKANSAS

**CONTENT:**

<b>Proposed Rules:</b>	No
<b>Adopted Rules:</b>	Full text
<b>Emergency Rules:</b>	Full text
<b>Court Ordered Rules:</b>	No
<b>Executive Orders:</b>	No
<b>Proclamations:</b>	No
<b>State Contracts:</b>	No
<b>Executive Items:</b>	No
<b>Judicial Items:</b>	No
<b>Legislative Items:</b>	No
<b>Attorney General Opinions:</b>	Full text
<b>Other:</b>	Gubernatorial Appointments
<b>Open Meetings:</b>	No
<b>Public Hearings:</b>	No
<b>Index:</b>	Yes

**LAW:**

<b>Correction of Nonsubstantive Errors:</b>	No
<b>Correction of Substantive Errors:</b>	No
<b>Official Text:</b>	No
<b>Judicial Notice:</b>	No
<b>Annotations:</b>	No
<b>Edit:</b>	No
<b>Legislative Oversight:</b>	No
<b>Economic Impact Statement:</b>	No
<b>Emergency Rules:</b>	No
<b>In effect how long?</b>	

**MISCELLANEOUS:**

<b>Editorial Standards Manual/Guidelines:</b>	No
<b>Instruction in regulation drafting:</b>	No
<b>Seminars:</b>	No
<b>Consultations:</b>	No
<b>Manual:</b>	No
<b>Pre-publication review:</b>	No
<b>Liaison Representative Required:</b>	No
<b>When did you begin publishing the Register?</b>	1969
<b>The Arkansas Register is not distributed free of charge to depository libraries.</b>	
<b>The Arkansas Register is printed by an outside publisher/printer.</b>	
<b>Copy for publication is generated in-house by the Register staff.</b>	

**COPIES OF THE ARKANSAS REGISTER MAY BE OBTAINED FROM:**

The Secretary of State's Office

1986 SURVEY OF CODES AND REGISTERS

ARKANSAS

STATE: ARKANSAS

ADMINISTRATIVE CODE: None

OFFICE AND STAFF:

Director:

Address:

Telephone:

Person to contact about information on this survey:

Governing Agency:

Total number of employees (FTE): (Full-time: ; Part-time: )

Office Hours:

BUDGET:

Salaries:

Printing Expenses:

Director's Salary (Optional):

\_\_\_\_\_ Under \$10,000

\_\_\_\_\_ \$15,000 - \$20,000

\_\_\_\_\_ \$25,000 - \$30,000

\_\_\_\_\_ \$35,000 - \$40,000

\_\_\_\_\_ \$10,000 - \$15,000

\_\_\_\_\_ \$20,000 - \$25,000

\_\_\_\_\_ \$30,000 - \$35,000

\_\_\_\_\_ over \$40,000

Subsidy received:

Amount received from subscriptions:

PUBLICATION:

Frequency of printing entire Code:

Number of sets printed in last complete publication:

Year entire Code last published:

Supplementation frequency:

Form of supplementation:

CIRCULATION:

Number of paid subscribers:

Number of free subscribers:

Price per set:

Number of volumes per set:

If sold by less than entire set, please answer the following:

How sold?

Price?

Is supplement automatically sent to subscribers of entire Code?

If not, is there a separate subscription for supplementation?

Is supplementation covered by original price of entire Code?

If not, please indicate the price for supplementation

How do you promote sales?

How do you distribute/mail?

Are subscribers billed or are they required to pay in advance?

FORMAT:

VOLUME:

1986 SURVEY OF CODES AND REGISTERS

ARKANSAS

Pages per full set:  
Average pages per volume:  
Pages per supplement (average):

**LAW:**

Official Text:  
Judicial Notice:  
Annotations:  
Edit:  
Emergency rules included:  
Other (specify):

**COMPUTER COMPOSITION:**

Computer Use:  
Searchable data base:  
Microfiche: Price, if any  
Microfilm: Price, if any  
What type/brand of computer equipment do you use?  
What type/brand of software do you use?  
What do you use, if not computers?

**INDEXING:**

Does your Code contain one or more indices?  
If so, please specify type(s)  
Are indices prepared in-house by staff members or by the publisher?

**ARRANGEMENT:**

Is your Code arranged by subject matter, by agency, or by some other means?

**MISCELLANEOUS:**

When did you first publish your Code?  
Is the Code distributed to depository libraries in your state free of charge?  
If so, are they state document depositories or federal document depositories?  
If your Code contains anything other than rules, please specify the contents  
Is your Code published in-house or by an outside publisher?  
If done in-house, do you print it in-house or by an outside printer?  
Other information about your Code not explained above

Where can copies of your Code be obtained:

1986 SURVEY OF CODES AND REGISTERS  
CALIFORNIA

STATE: CALIFORNIA

**ADMINISTRATIVE REGISTER:** *California Administrative Notice Register\**

**OFFICE AND STAFF:**

**Director:** Linda Stockdale Brewer  
**Address:** 1414 K Street, Suite 600  
Sacramento, California 95814  
**Telephone:** (916) 323-6221  
**Person to contact about information on this survey:** Heather Hubbard  
**Governing Agency:** Office of Administrative Law  
**This office is under the Governor.**  
**Total number of employees (FTE):** 50.1 (Full-time: 50.1; Part-time: )  
**Office Hours:** 8:00 a.m. to 5:00 p.m., Monday thru Friday

**BUDGET:**

**Salaries:** \$2,375,000  
**Printing Expenses:** \$1,200,000  
**Director's Salary (Optional):**

_____ Under \$10,000	_____ \$10,000 - \$15,000
_____ \$15,000 - \$20,000	_____ \$20,000 - \$25,000
_____ \$25,000 - \$30,000	_____ \$30,000 - \$35,000
_____ \$35,000 - \$40,000	_____ <u>  x  </u> over \$40,000

**Subsidy received:** \$2,900,000  
**Amount received from subscriptions:**

**FREQUENCY OF ISSUE:** Weekly

**CIRCULATION (as of January 1, 1986):**

**Number of paid subscribers:** 661  
**Number of free subscribers:** 380  
**Price per issue:**  
**Price per subscription:** \$50 per year  
**Is the subscription and/or single issue price set by statute?** Yes  
**Length of subscription:** One year  
**How do you promote sales?**  
**How do you distribute/mail?** U.S. Mail  
**Subscribers are required to pay in advance.**

**VOLUME:**

**Average pages per issue (1985):** 90  
**Pages per year (1985):** 4,680

**COMPUTER COMPOSITION:**

**Computer Use:** Yes, typeset with equipment at Office of State Printing  
**Searchable data base:** No  
**Microfiche:** Yes, available from commercial vendor Price: \$572  
**Microfilm:** No

\* Editor's Note: California submitted its information on its Code and Register on one form. The information has been split for this publication. Please contact the Office of Administrative Law if you have questions.

# 1986 SURVEY OF CODES AND REGISTERS

## CALIFORNIA

### CONTENT:

<b>Proposed Rules:</b>	Notice Only
<b>Adopted Rules:</b>	No
<b>Emergency Rules:</b>	No
<b>Court Ordered Rules:</b>	No
<b>Executive Orders:</b>	No
<b>Proclamations:</b>	No
<b>State Contracts:</b>	No
<b>Executive Items:</b>	No
<b>Judicial Items:</b>	No
<b>Legislative Items:</b>	No
<b>Attorney General Opinions:</b>	No
<b>Open Meetings:</b>	No
<b>Public Hearings:</b>	No
<b>Index:</b>	No

### LAW:

<b>Correction of Nonsubstantive Errors:</b>	Yes, published in Code Supplement
<b>Correction of Substantive Errors:</b>	Yes, published in Code Supplement
<b>Official Text:</b>	Yes, published in Code Supplement
<b>Judicial Notice:</b>	Yes, published in Code Supplement
<b>Annotations:</b>	No
<b>Edit:</b>	No
<b>Legislative Oversight:</b>	No
<b>Economic Impact Statement:</b>	Yes
<b>Emergency Rules:</b>	Yes
<b>In effect how long?</b>	

### MISCELLANEOUS:

<b>Editorial Standards Manual/Guidelines:</b>	No
<b>Instruction in regulation drafting:</b>	No
<b>Seminars:</b>	No
<b>Consultations:</b>	No
<b>Manual:</b>	No
<b>Pre-publication review:</b>	No
<b>Liaison Representative Required:</b>	No

**When did you begin publishing the Register?** 1974

**The California Administrative Notice Register is distributed free of charge to state depository libraries.**

**The California Administrative Notice Register is printed in-house by the State Printing Office.**

**Copy for publication in generated by the Office of Administrative Law and the agencies.**

**Other information about your Register not explained above:** California has two separate publications; the California Administrative Code Supplement and the California Administrative Notice Register

### COPIES OF THE CALIFORNIA ADMINISTRATIVE NOTICE REGISTER MAY BE OBTAINED FROM:

Department of General Services  
Documents  
4675 Watt Avenue  
North Highlands, California 95660 (916) 924-4800

1986 SURVEY OF CODES AND REGISTERS

CALIFORNIA

STATE: CALIFORNIA

ADMINISTRATIVE CODE: *California Administrative Code and California Administrative Code Supplement\**

OFFICE AND STAFF:

Director: Linda Stockdale Brewer  
Address: 1414 K Street, Suite 600  
Sacramento, California 95814  
Telephone: (916) 323-6221  
Person to contact about information on this survey: Heather Hubbard  
Governing Agency: Office of Administrative Law  
This office is under the Governor.  
Total number of employees (FTE): 50.1 (Full-time: 50.1; Part-time: )  
Office Hours: 8:00 a.m. to 5:00 p.m. Monday thru Friday

BUDGET:

Salaries: \$2,375,000  
Printing Expenses: \$1,200,000  
Director's Salary (Optional):  
\_\_\_\_\_ Under \$10,000                    \_\_\_\_\_ \$10,000 - \$15,000  
\_\_\_\_\_ \$15,000 - \$20,000                \_\_\_\_\_ \$20,000 - \$25,000  
\_\_\_\_\_ \$25,000 - \$30,000                \_\_\_\_\_ \$30,000 - \$35,000  
\_\_\_\_\_ \$35,000 - \$40,000                \_\_\_\_\_ x over \$40,000  
Subsidy received: \$2,900,000  
Amount received from subscriptions:

PUBLICATION:

Frequency of printing entire Code:  
Number of sets printed in last complete publication:  
Year entire Code last published:  
Supplementation frequency: Weekly  
Form of supplementation: Replacement pages

CIRCULATION:

Number of paid subscribers: 10,000  
Number of free subscribers: 380  
Price per set: \$585; Supplement sold at cost  
Number of volumes per set: 58  
If sold by less than entire set, please answer the following:  
How sold? By Title and by portions of Titles  
Price? Varies  
Is supplement automatically sent to subscribers of entire Code? No  
If not, is there a separate subscription for supplementation? Yes  
Is supplementation covered by original price of entire Code? No  
If not, please indicate the price for supplementation: \$1,185  
How do you promote sales? Price list brochure  
How do you distribute/mail? U.S. Mail  
Subscribers are required to pay in advance.

FORMAT: Loose-leaf (Microfiche available from University Microfilms, Inc.)

\* Editor's Note: California submitted its information on its Code and Register on one form. The information has been split for this publication. Please contact the Office of Administrative Law if you have questions.

1986 SURVEY OF CODES AND REGISTERS

CALIFORNIA

**VOLUME:**

Pages per full set: approx. 30,000

Average pages per volume:

Pages per supplement (average): 125/issue; 6500 per year

**LAW:**

Official Text: No

Judicial Notice: Yes

Annotations: No

Edit: No

Emergency rules included: Yes

**COMPUTER COMPOSITION:**

Computer Use: Yes

Searchable data base: No

Microfiche: Yes

Microfilm: No

Price: \$795 (University Microfilm, Inc.)

What type/brand of computer equipment do you use?

What type/brand of software do you use?

**INDEXING:**

Does your Code contain one or more indices? Yes

If so, please specify type(s): Indices appear at various places in the Code; generally they are subject indices

Indices are prepared in-house and also by University Microfilm, Inc.

**ARRANGEMENT:**

The *California Administrative Code* is arranged by Titles which contain agencies with similar function.

**MISCELLANEOUS:**

When did you first publish your Code? 1945

The *California Administrative Code* is distributed free of charge to state depository libraries.

The *California Administrative Code* is published in-house by the State Printing Office.

**COPIES OF THE CALIFORNIA ADMINISTRATIVE CODE AND THE CALIFORNIA ADMINISTRATIVE CODE SUPPLEMENT MAY BE OBTAINED FROM:**

Department of General Services

Documents

4675 Watt Avenue

North Highlands, CA 95660

(916) 924-4800

1986 SURVEY OF CODES AND REGISTERS  
COLORADO

STATE: COLORADO

ADMINISTRATIVE REGISTER: *Colorado Register* (CR)

OFFICE AND STAFF:

Director:

Address:

Telephone:

Person to contact about information on this survey: J. Billmyer

Governing Agency: Secretary of State

This office is under the Secretary of State.

Total number of employees (FTE): (Full-time: ; Part-time: )

Office Hours:

BUDGET:

Salaries:

Printing Expenses:

Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received:

Amount received from subscriptions:

FREQUENCY OF ISSUE: Monthly

CIRCULATION (as of January 1, 1986):

Number of paid subscribers:

Number of free subscribers:

Price per issue:

Price per subscription:

Is the subscription and/or single issue price set by statute?

If not, how are they determined?

Length of subscription:

How do you promote sales?

How do you distribute/mail?

Are subscribers billed or are they required to pay in advance?

VOLUME:

Average pages per issue (1985):

Pages per year (1985):

COMPUTER COMPOSITION:

Computer Use:

Searchable data base:

Microfiche:

Microfilm:

What do you use, if not a computer?

1986 SURVEY OF CODES AND REGISTERS  
COLORADO

**CONTENT:**

**Proposed Rules:** Yes: full text optional; notice required  
**Adopted Rules:**  
**Emergency Rules:**  
**Court Ordered Rules:**  
**Executive Orders:**  
**Proclamations:**  
**State Contracts:**  
**Executive Items:**  
**Judicial Items:**  
**Legislative Items:**  
**Attorney General Opinions:** Yes, for rules only  
**Other:**  
**Open Meetings:**  
**Public Hearings:**  
**Index :**

**LAW:**

**Correction of Nonsubstantive Errors:**  
**Correction of Substantive Errors:**  
**Official Text:**  
**Judicial Notice:**  
**Annotations:**  
**Edit:**  
**Legislative Oversight:**  
**Economic Impact Statement:**  
**Emergency Rules:**  
    **In effect how long?**

**MISCELLANEOUS:**

**Editorial Standards Manual/Guidelines:**  
**Instruction in regulation drafting:**  
    **Seminars:**  
    **Consultations:**  
    **Manual:**  
    **Pre-publication review:**  
    **Liaison Representative required:**  
    **Other (specify):**

**When did you begin publishing the Register?**

**Is the Register distributed to depository libraries in your state free of charge?**

**If yes, are these state document depositories or federal document depositories?**

**Is the Register printed in-house or by an outside publisher/printer?**

**Copy for publication is generated by the agencies?**

**Other information about your Register not explained above:** Colorado's rules are published by a private business, the Public Record Corporation, as a profit-making venture. The Corporation has a contract with the Office of the Secretary of State, but is not otherwise an agency or affiliate of State Government.

**COPIES OF THE COLORADO REGISTER MAY BE OBTAINED FROM:**

The Public Record Corporation  
1666 Lafayette St.  
Denver, CO 80210

1986 SURVEY OF CODES AND REGISTERS  
COLORADO

STATE: COLORADO

ADMINISTRATIVE CODE: *Colorado Code of Regulations (CCR)*

**OFFICE AND STAFF:**

Director:

Address:

Telephone:

Person to contact about information on this survey: J. Billmyer

Governing Agency:

This office is under the Secretary of State.

Total number of employees (FTE): (Full-time: ; Part-time: )

Office Hours:

**BUDGET:**

Salaries:

Printing Expenses:

Director's Salary (Optional):

_____ Under \$10,000	_____ \$10,000 - \$15,000
_____ \$15,000 - \$20,000	_____ \$20,000 - \$25,000
_____ \$25,000 - \$30,000	_____ \$30,000 - \$35,000
_____ \$35,000 - \$40,000	_____ over \$40,000

Subsidy received:

Amount received from subscriptions:

**PUBLICATION:**

Frequency of printing entire Code:

Number of sets printed in last complete publication:

Year entire Code last published:

Supplementation frequency:

Form of supplementation:

**CIRCULATION:**

Number of paid subscribers:

Number of free subscribers:

Price per set:

Number of volumes per set:

If sold by less than entire set, please answer the following:

How sold?

Price?

Is supplement automatically sent to subscribers of entire Code?

If not, is there a separate subscription for supplementation?

Is supplementation covered by original price of entire Code?

If not, please indicate the price for supplementation

How do you promote sales?

How do you distribute/mail?

Are subscribers billed or are they required to pay in advance?

**FORMAT:**

1986 SURVEY OF CODES AND REGISTERS

COLORADO

**VOLUME:**

Pages per full set:  
Average pages per volume:  
Pages per supplement (average):

**LAW:**

Official Text:	Yes
Judicial Notice:	No
Annotations:	Yes
Edit:	No
Emergency rules included:	Yes

**COMPUTER COMPOSITION:**

Computer Use:  
Searchable data base:  
Microfiche:  
Microfilm:  
What type/brand of computer equipment do you use? .  
What type/brand of software do you use?  
What do you use, if not computers?

**INDEXING:**

Does your Code contain one or more indices?  
If so, please specify type(s)  
Are indices prepared in-house by staff members or by the publisher?

**ARRANGEMENT:**

Is your Code arranged by subject matter, by agency, or by some other means?

**MISCELLANEOUS:**

When did you first publish your Code? 1978  
The Colorado Code of Regulations is not distributed free of charge to depository libraries.  
If your Code contains anything other than rules, please specify the contents:  
The *Colorado Code of Regulations* is published by an outside publisher?  
Other information about your Code not explained above: Colorado's rules are published by a private business, the Public Record Corporation, as a profit-making venture. The Corporation has a contract with the Office of the Secretary of State, but is not otherwise an agency or affiliate of State Government.

**COPIES OF THE COLORADO CODE OF REGULATIONS MAY BE OBTAINED FROM:**

The Public Record Corporation  
1666 Lafayette Street  
Denver, Colorado 80210

1986 SURVEY OF CODES AND REGISTERS

CONNECTICUT

STATE: CONNECTICUT

ADMINISTRATIVE REGISTER: *Connecticut Law Journal (CLJ)*

OFFICE AND STAFF:

Director: Maureen D. Prior (Acting Director)  
Address: Commission on Official Legal Publications  
111 Phoenix Avenue  
Enfield, Connecticut 06082  
Telephone: (203) 741-3027  
Person to contact about information on this survey: Cynthia Y. Crabtree  
Governing Agency: Commission on Official Legal Publications  
This office is under the Judicial Department.  
Total number of employees (FTE): (Full-time: 28; Part-time: 3)  
Office Hours: 7:30 a.m. to 4:15 p.m., Monday thru Friday

BUDGET:

Salaries: Not available  
Printing Expenses: Not available at this time  
Director's Salary (Optional):  
\_\_\_\_\_ Under \$10,000  
\_\_\_\_\_ \$15,000 - \$20,000  
\_\_\_\_\_ \$25,000 - \$30,000  
\_\_\_\_\_ \$35,000 - \$40,000  
\_\_\_\_\_ \$10,000 - \$15,000  
\_\_\_\_\_ \$20,000 - \$25,000  
\_\_\_\_\_ \$30,000 - \$35,000  
\_\_\_\_\_ over \$40,000  
Subsidy received: Only have total budget  
Amount received from subscriptions: \$212,276

FREQUENCY OF ISSUE: Weekly

CIRCULATION (as of January 1, 1986):

Number of paid subscribers: 2,485  
Number of free subscribers: 1,534  
Price per issue: \$2  
Price per subscription: \$80 per year  
Is the subscription and/or single issue price set by statute? No  
If not, how are they determined? By Commission vote  
Length of subscription: One year  
How do you promote sales? We do not.  
How do you distribute/mail? U.S. mail and in-house mailing system  
Subscribers are billed.

VOLUME:

Average pages per issue (1985): 200  
Pages per year (1985): 10,000 (approximate)

COMPUTER COMPOSITION:

Computer Use: No  
Searchable data base: No  
Microfiche: No  
Microfilm: No  
What do you use, if not a computer? Compugraphic typesetting, floppy disk storage

1986 SURVEY OF CODES AND REGISTERS  
CONNECTICUT

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**CONTENT:**

<b>Proposed Rules:</b>	Full text or only notice; depends on quantity of setting and time allowed
<b>Adopted Rules:</b>	Full text, most of the time
<b>Emergency Rules:</b>	No
<b>Court Ordered Rules:</b>	No
<b>Executive Orders:</b>	No
<b>Proclamations:</b>	No
<b>State Contracts:</b>	No
<b>Executive Items:</b>	No
<b>Judicial Items:</b>	Full text
<b>Legislative Items:</b>	No
<b>Attorney General Opinions:</b>	Full text: only those with public interest, not all
<b>Other:</b>	All Supreme Court opinions; all Appellate Court opinions; CT Practice book
<b>Open Meetings:</b>	No
<b>Public Hearings:</b>	Yes
<b>Index:</b>	No

**LAW:**

<b>Correction of Nonsubstantive Errors:</b>	Yes, typographical errors
<b>Correction of Substantive Errors:</b>	Yes, by request of agency
<b>Official Text:</b>	Yes
<b>Judicial Notice:</b>	No
<b>Annotations:</b>	No
<b>Edit:</b>	No
<b>Legislative Oversight:</b>	No
<b>Economic Impact Statement:</b>	Yes
<b>Emergency Rules:</b>	No
<b>In effect how long? Does not apply</b>	

**MISCELLANEOUS:**

<b>Editorial Standards Manual/Guidelines:</b>	No
<b>Instruction in regulation drafting:</b>	No
<b>Seminars:</b>	No
<b>Consultations:</b>	No
<b>Manual:</b>	No
<b>Pre-publication review:</b>	No
<b>Liaison Representative Required:</b>	No

**When did you begin publishing the Register?** 1935

**The *Connecticut Law Journal* is distributed free of charge to state depository libraries.**

**The *Connecticut Law Journal* is printed in-house.**

**Copy for publication is generated by the Commission on Official Legal Publications.**

**Other information about your Register not explained above:** The Connecticut Law Journal publishes weekly notices of intent to amend or adopt regulations for the various state agencies and new or amended regulations within a month of their having been filed with the Secretary of State.

**COPIES OF THE *CONNECTICUT LAW JOURNAL* MAY BE OBTAINED FROM:**

Commission on Official Legal Publications  
11 Phoenix Avenue  
Enfield, Connecticut 06082

1986 SURVEY OF CODES AND REGISTERS  
CONNECTICUT

STATE: CONNECTICUT

ADMINISTRATIVE CODE: *Regulations of Connecticut State Agencies*

OFFICE AND STAFF:

Director: Maureen D. Prior (Acting Director)  
Address: Commission on Official Legal Publications  
111 Phoenix Avenue  
Enfield, Connecticut 06082  
Telephone: (203) 741-3027  
Person to contact about information on this survey: Cynthia Y. Crabtree  
Governing Agency: Commission on Official Legal Publications  
This office is under the Judicial Department.  
Total number of employees (FTE): (Full-time: 28; Part-time: 3)  
Office Hours: 7:30 a.m. to 4:15 p.m., Monday thru Friday

BUDGET:

Salaries: Not available  
Printing Expenses: Cost analysis to be performed at later date  
Director's Salary (Optional):  
\_\_\_\_\_ Under \$10,000                      \_\_\_\_\_ \$10,000 - \$15,000  
\_\_\_\_\_ \$15,000 - \$20,000                      \_\_\_\_\_ \$20,000 - \$25,000  
\_\_\_\_\_ \$25,000 - \$30,000                      \_\_\_\_\_ \$30,000 - \$35,000  
\_\_\_\_\_ \$35,000 - \$40,000                      \_\_\_\_\_ over \$40,000  
Subsidy received: Only have total budget  
Amount received from subscriptions: \$14,752.20

PUBLICATION:

Frequency of printing entire Code: N/A  
Number of sets printed in last complete publication: 1,000  
Year entire Code last published: 1975  
Supplementation frequency: Every six months  
Form of supplementation: Replacement pages

CIRCULATION:

Number of paid subscribers: 581  
Number of free subscribers: 291  
Price per set: \$225  
Number of volumes per set: 9 loose-leaf binders  
If sold by less than entire set, please answer the following:  
How sold? By individual title  
Price? Price varies as to total content of each title  
Is supplement automatically sent to subscribers of entire Code? Yes, if they subscribe  
Is supplementation covered by original price of entire Code? No  
If not, please indicate the price for supplementation: \$24 per year  
How do you promote sales? We do not  
How do you distribute/mail? U.S. mail and in-house mail system  
Subscribers are billed.

FORMAT: Loose-leaf

1986 SURVEY OF CODES AND REGISTERS  
CONNECTICUT

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**VOLUME:**

Pages per full set: 7,320  
Average pages per volume: 406  
Pages per supplement (average): 550

**LAW:**

Official Text: Yes  
Judicial Notice: No  
Annotations: No  
Edit: Yes, only for style to conform  
Emergency rules included: No

**COMPUTER COMPOSITION:**

Computer Use: No  
Searchable data base: No  
Microfiche: No  
Microfilm: No  
What type/brand of computer equipment do you use?  
What type/brand of software do you use?  
What do you use, if not computers? Compugraphic typesetting, storage on floppy disks

**INDEXING:**

Does your Code contain one or more indices? Yes  
If so, please specify type(s): Index in front of each section  
Indices are prepared in-house by staff members.

**ARRANGEMENT:**

The *Regulations of Connecticut State Agencies* is arranged by subject matter. (Titles are codified to the statutes by section numbers.)

**MISCELLANEOUS:**

When did you first publish your Code? 1961  
The *Regulations of Connecticut State Agencies* is distributed free of charge to state depository libraries.  
The *Regulations of Connecticut State Agencies* contains nothing other than rules.  
The *Regulations of Connecticut State Agencies* is published and printed in-house.

**COPIES OF THE REGULATIONS OF CONNECTICUT STATE AGENCIES MAY BE OBTAINED FROM:**

Commission on Official Legal Publications  
111 Phoenix Avenue  
Enfield, Connecticut 06082

1986 SURVEY OF CODES AND REGISTERS  
DELAWARE

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STATE: DELAWARE

ADMINISTRATIVE REGISTER: None

**OFFICE AND STAFF:**

Director:

Address:

Telephone:

Person to contact about information on this survey:

Governing Agency:

Total number of employees (FTE): (Full-time:     ; Part-time:     )

Office Hours:

**BUDGET:**

Salaries:

Printing Expenses:

Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received:

Amount received from subscriptions:

**FREQUENCY OF ISSUE:**

**CIRCULATION (as of January 1, 1986):**

Number of paid subscribers:

Number of free subscribers:

Price per issue:

Price per subscription:

Is the subscription and/or single issue price set by statute?

If not, how are they determined?

Length of subscription:

How do you promote sales?

How do you distribute/mail?

Are subscribers billed or are they required to pay in advance?

**VOLUME:**

Average pages per issue (1985):

Pages per year (1985):

**COMPUTER COMPOSITION:**

Computer Use:

Searchable data base:

Microfiche:

Microfilm:

What do you use, if not a computer?

1986 SURVEY OF CODES AND REGISTERS

DELAWARE

**CONTENT:**

**Proposed Rules:**  
**Adopted Rules:**  
**Emergency Rules:**  
**Court Ordered Rules:**  
**Executive Orders:**  
**Proclamations:**  
**State Contracts:**  
**Executive Items:**  
**Judicial Items:**  
**Legislative Items:**  
**Attorney General Opinions:**  
**Open Meetings:**  
**Public Hearings:**  
**Index:**

**LAW:**

**Correction of Nonsubstantive Errors:**  
**Correction of Substantive Errors:**  
**Official Text:**  
**Judicial Notice:**  
**Annotations:**  
**Edit:**  
**Legislative Oversight:**  
**Economic Impact Statement:**  
**Emergency Rules:**  
    **In effect how long?**

**MISCELLANEOUS:**

**Editorial Standards Manual/Guidelines:**  
**Instruction in regulation drafting:**  
    **Seminars:**  
    **Consultations:**  
    **Manual:**  
    **Pre-publication review:**  
    **Liaison Representative Required:**  
**When did you begin publishing the Register?**  
**Is the Register distributed to depository libraries in your state free of charge?**  
    **If yes, are these state document depositories or federal document depositories?**  
**Is the Register printed in-house or by an outside publisher/printer?**  
**Is the copy for publication generated by your agency in-house, by the publisher, or by the agencies?**  
**Other information about your Register not explained above:**

**Where can copies of your Register be obtained:**

1986 SURVEY OF CODES AND REGISTERS

DELAWARE

STATE: DELAWARE

ADMINISTRATIVE CODE: None

OFFICE AND STAFF:

Director:

Address:

Telephone:

Person to contact about information on this survey:

Governing Agency:

Total number of employees (FTE): (Full-time: ; Part-time: )

Office Hours:

BUDGET:

Salaries:

Printing Expenses:

Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received:

Amount received from subscriptions:

PUBLICATION:

Frequency of printing entire Code:

Number of sets printed in last complete publication:

Year entire Code last published:

Supplementation frequency:

Form of supplementation:

CIRCULATION:

Number of paid subscribers:

Number of free subscribers:

Price per set:

Number of volumes per set:

If sold by less than entire set, please answer the following:

How sold?

Price?

Is supplement automatically sent to subscribers of entire Code?

If not, is there a separate subscription for supplementation?

Is supplementation covered by original price of entire Code?

If not, please indicate the price for supplementation

How do you promote sales?

How do you distribute/mail?

Are subscribers billed or are they required to pay in advance?

FORMAT:

1986 SURVEY OF CODES AND REGISTERS

DELAWARE

**VOLUME:**

- Pages per full set:
- Average pages per volume:
- Pages per supplement (average):

**LAW:**

- Official Text:
- Judicial Notice:
- Annotations:
- Edit:
- Emergency rules included:

**COMPUTER COMPOSITION:**

- Computer Use:
- Searchable data base:
- Microfiche:
- Microfilm:
- What type/brand of computer equipment do you use?
- What type/brand of software do you use?
- What do you use, if not computers?

**INDEXING:**

- Does your Code contain one or more indices?  
If so, please specify type(s)
- Are indices prepared in-house by staff members or by the publisher?

**ARRANGEMENT:**

- Is your Code arranged by subject matter, by agency, or by some other means?

**MISCELLANEOUS:**

- When did you first publish your Code?
- Is the Code distributed to depository libraries in your state free of charge?  
If so, are they state document depositories or federal document depositories?
- If your Code contains anything other than rules, please specify the contents
- Is your Code published in-house or by an outside publisher?  
If done in-house, do you print it in-house or by an outside printer?
- Other information about your Code not explained above:

Where can copies of your Code be obtained:

1986 SURVEY OF CODES AND REGISTERS  
DISTRICT OF COLUMBIA

**JURISDICTION: DISTRICT OF COLUMBIA**

**ADMINISTRATIVE REGISTER:** *D.C. Register*

**OFFICE AND STAFF:**

**Director:** Avis T. Hawkins, Esq.  
**Address:** 523 District Building  
1350 Pennsylvania Ave., N.W.  
Washington, D.C. 20004  
**Telephone:** (202) 727-5090  
**Person to contact about information on this survey:** Lee A. Vinocour, Esq.  
**Governing Agency:** Office of Documents  
**This office is under the Mayor.**  
**Total number of employees (FTE):** 7 (Full-time: 7; Part-time: 0)  
**Office Hours:** 8:30 a.m. to 5:30 p.m., Monday thru Friday

**BUDGET:**

**Salaries:** \$200,000 (FY 86 budget)  
**Printing Expenses:** \$370,000 (Includes cost of updating word processors)  
**Director's Salary (Optional):**

<input type="checkbox"/> Under \$10,000	<input type="checkbox"/> \$10,000 - \$15,000
<input type="checkbox"/> \$15,000 - \$20,000	<input type="checkbox"/> \$20,000 - \$25,000
<input type="checkbox"/> \$25,000 - \$30,000	<input type="checkbox"/> \$30,000 - \$35,000
<input type="checkbox"/> \$35,000 - \$40,000	<input checked="" type="checkbox"/> over \$40,000

**Subsidy received:** 0  
**Amount received from subscriptions:** \$67,000

**FREQUENCY OF ISSUE:** Weekly

**CIRCULATION (as of January 1, 1986):**

**Number of paid subscribers:** 690  
**Number of free subscribers:** 300  
**Price per issue:**  
**Price per subscription:** \$50  
**Is the subscription and/or single issue price set by statute?** No  
**If not, how are they determined?**  
**Length of subscription:** One year  
**How do you promote sales?**  
**How do you distribute/mail?** Mailed directly from printer  
**Subscribers are required to pay in advance.**

**VOLUME:**

**Average pages per issue (1985):** 130  
**Pages per year (1985):**

**COMPUTER COMPOSITION:**

Computer Use	Yes, Computer is Phillips Micom 2000 Word Processor
Searchable data base	Yes
Microfiche	No
Microfilm	No

# 1986 SURVEY OF CODES AND REGISTERS

## DISTRICT OF COLUMBIA

### CONTENT:

<b>Proposed Rules:</b>	Full text
<b>Adopted Rules:</b>	Full text
<b>Emergency Rules:</b>	Full text
<b>Court Ordered Rules:</b>	No
<b>Executive Orders:</b>	Full text
<b>Proclamations:</b>	No
<b>State Contracts:</b>	No
<b>Executive Items:</b>	Notice Only
<b>Judicial Items:</b>	No
<b>Legislative Items:</b>	Full text
<b>Attorney General Opinions:</b>	No
<b>Open Meetings:</b>	Yes
<b>Public Hearings:</b>	Yes
<b>Index:</b>	Yes

### LAW:

<b>Correction of Nonsubstantive Errors:</b>	Yes
<b>Correction of Substantive Errors:</b>	Yes
<b>Official Text:</b>	Yes
<b>Judicial Notice:</b>	Yes
<b>Annotations:</b>	No
<b>Edit:</b>	Yes
<b>Legislative Oversight:</b>	Yes
<b>Economic Impact Statement:</b>	No
<b>Emergency Rules:</b>	Yes
<b>In effect how long?</b> 120 days	

### MISCELLANEOUS:

<b>Editorial Standards Manual/Guidelines:</b>	Yes
<b>Instruction in regulation drafting:</b>	Yes
<b>Seminars:</b>	Yes
<b>Consultations:</b>	Yes
<b>Manual:</b>	Yes
<b>Pre-publication review:</b>	Yes
<b>Liaison Representative Required:</b>	Yes
<b>When did you begin publishing the Register?</b>	1954; revised in 1979
<b>The <i>D.C. Register</i> is distributed free of charge to D.C. depository libraries.</b>	
<b>The <i>D.C. Register</i> is printed by D. C. Printer.</b>	
<b>Copy for publication is prepared by the agencies.</b>	
<b>Other information about your Register not explained above:</b> Documents submitted by agencies for publication must be camera-ready; cover, graphics and highlights done in-house. Index for each issue done in-house.	

### COPIES OF THE *D.C. REGISTER* MAY BE OBTAINED FROM:

Office of Documents  
523 - District Building  
1350 Pennsylvania Ave., N.W.  
Washington, D.C. 20004

**1986 SURVEY OF CODES AND REGISTERS**  
**DISTRICT OF COLUMBIA**

**JURISDICTION: DISTRICT OF COLUMBIA**

**ADMINISTRATIVE CODE:** *D.C. Municipal Regulations*

**OFFICE AND STAFF:**

**Director:** Avis T. Hawkins, Esq.  
**Address:** 523 District Building  
1350 Pennsylvania Ave., N.W.  
Washington, D.C. 20004  
**Telephone:** (202) 727-5090  
**Person to contact about information on this survey:** Lee A. Vinocour, Esq.  
**Governing Agency:** Office of Documents  
**This office is under the Mayor.**  
**Total number of employees (FTE):** 7 (Full-time: 7; Part-time: 0)  
**Office Hours:** 8:30 a.m. to 5:30 p.m., Monday thru Friday

**BUDGET:**

**Salaries:** \$200,000  
**Printing Expenses:** \$370,000 (includes cost of updating word processors)  
**Director's Salary (Optional):**

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	x over \$40,000

**Subsidy received:** 0  
**Amount received from subscriptions:** \$67,000

**PUBLICATION:**

**Frequency of printing entire Code:** DCMR is printed when supply is depleted  
**Number of sets printed in last complete publication:**  
**Year entire Code last published:** DCMR's volumes completed in June 1984  
**Supplementation frequency:** As amendments are published in the Register  
**Form of supplementation:**

**CIRCULATION:**

**Number of paid subscribers:**  
**Number of free subscribers:**  
**Price per set:** \$185  
**Number of volumes per set:** 28  
**If sold by less than entire set, please answer the following:**  
**How sold?** By DCMR Title  
**Price?** Varies according to DCMR Title  
**Is supplement automatically sent to subscribers of entire Code?** No  
**If not, is there a separate subscription for supplementation?** No  
**Is supplementation covered by original price of entire Code?** No  
**If not, please indicate the price for supplementation:** Varies according to amendments  
**How do you promote sales?** Brochures, letters to law firms, press stories  
**How do you distribute/mail?** In-house  
**Subscribers are required to pay in advance.**

**FORMAT:** Paper bound with loose-leaf punch so that it can be used also in loose-leaf binders

1986 SURVEY OF CODES AND REGISTERS

DISTRICT OF COLUMBIA

**VOLUME:**

Pages per full set: 6,083 pages  
Average pages per volume: Varies  
Pages per supplement (average):

**LAW:**

Official Text: Yes  
Judicial Notice: Yes  
Annotations: No  
Edit: Yes  
Emergency rules included: No

**COMPUTER COMPOSITION:**

Computer Use: No  
Searchable data base: No  
Microfiche: No  
Microfilm: No  
What type/brand of computer equipment do you use?  
What type/brand of software do you use? Records Keeping I  
What do you use, if not computers? Phillips Micom 3000 Word Processors

**INDEXING:**

Does your Code contain one or more indices? See below  
If so, please specify type(s): Extensive Table of Contents for each volume. Short version cumulative index prepared in-house. Detailed index in progress.  
Are indices prepared in-house by staff members or by the publisher?

**ARRANGEMENT:**

The *D.C. Municipal Regulations* is arranged by subject matter.

**MISCELLANEOUS:**

When did you first publish your Code? 1981 (First DCMR - Title #18)  
The *D.C. Municipal Regulations* is distributed free of charge to D.C. depository libraries.  
The *D.C. Municipal Regulations* also contains rules promulgated by agencies, regulations enacted by the City Council, and some old Commissioner's Orders.  
The *D.C. Municipal Regulations* is printed by D. C. Printer.  
Other information about the Code not explained above: Text and amendments prepared in-house and submitted to printer in camera-ready form. Price list available. Source, amendments, and cross-reference tables included in each volume.

**COPIES OF THE D.C. MUNICIPAL REGULATIONS MAY BE OBTAINED FROM:**

Office of Documents  
523 District Building  
1350 Pennsylvania Ave., N.W.  
Washington, D.C. 20004

1986 SURVEY OF CODES AND REGISTERS

FLORIDA

STATE: FLORIDA

ADMINISTRATIVE REGISTER: *Florida Administrative Weekly*

OFFICE AND STAFF:

Director: Liz Cloud, Bureau Chief

Address: Room 1802

The Capitol

Tallahassee, Florida 32301

Telephone: (904) 488-8427

Person to contact about information on this survey: Liz Cloud

Governing Agency: Department of State

This office is under the Secretary of State.

Total number of employees (FTE): 9.5 (Full-time: 9; Part-time: 1)

Office Hours: 8:00 a.m. - 5:00 p.m., Monday thru Friday

BUDGET:

Salaries: \$136,345

Printing Expenses: \$54,004.72

Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received: \$100,000

Amount received from subscriptions: \$122,977.24

Amount received from line charges: \$174,394.88

FREQUENCY OF ISSUE: Weekly

CIRCULATION (as of January 1, 1986):

Number of paid subscribers: 1,751

Number of free subscribers: 203

Price per issue: \$4.36

Price per subscription: \$154.35

Is the subscription and/or single issue price set by statute? Yes and No

If not, how are they determined? Law says: 50% of operating cost collected from subscribers; 50% from line charges

Length of subscription: Annual - July 1 thru June 30

How do you promote sales? N/A

How do you distribute/mail?

Subscribers are required to pay in advance.

VOLUME:

Average pages per issue (1985): 95

Pages per year (1985): 4,955

COMPUTER COMPOSITION:

Computer Use:

No

Searchable data base:

No

Microfiche:

No

Microfilm:

No

What do you use, if not a computer?

Word Processing Equipment

1986 SURVEY OF CODES AND REGISTERS

FLORIDA

CONTENT:

Proposed Rules:	Full text
Adopted Rules:	Notice only; list
Emergency Rules:	Full text
Court Ordered Rules:	No
Executive Orders:	No
Proclamations:	No
State Contracts:	No
Executive Items:	No
Judicial Items:	No
Legislative Items:	No
Attorney General Opinions:	No
Other:	Declaratory Statements (Notice only)
Open Meetings:	Yes
Public Hearings:	Yes
Index:	Yes, List of Affected Rules

LAW:

Correction of Nonsubstantive Errors:	Yes
Correction of Substantive Errors:	No
Official Text:	Yes
Judicial Notice:	Yes
Annotations:	No
Edit:	No
Legislative Oversight:	No
Economic Impact Statement:	Yes
Emergency Rules:	Yes
In effect how long? 90 Days	

MISCELLANEOUS:

Editorial Standards Manual/Guidelines:	No
Instruction in regulation drafting:	Yes
Seminars:	Yes
Consultations:	Yes
Manual:	Yes
Pre-publication review:	No
Liaison Representative Required:	No

When did you begin publishing the Register? January 1975

The *Florida Administrative Weekly* is distributed free of charge to state depository libraries.

The *Florida Administrative Weekly* is printed in-house.

Copy for publication is generated by the Bureau in-house.

COPIES OF THE *FLORIDA ADMINISTRATIVE WEEKLY* MAY BE OBTAINED FROM:

Department of State  
Bureau of Administrative Code  
Room 1802, The Capitol  
Tallahassee, Florida 32301

1986 SURVEY OF CODES AND REGISTERS

FLORIDA

STATE: FLORIDA

ADMINISTRATIVE CODE: *Florida Administrative Code Annotated*

OFFICE AND STAFF:

Director: Liz Cloud, Bureau Chief  
Address: Room 1802, The Capitol  
Tallahassee, Florida 32301  
Telephone: (904) 488-8427  
Person to contact about information on this survey: Liz Cloud  
Governing Agency: Department of State  
This office is under the Secretary of State.  
Total number of employees (FTE): (Full-time: ; Part-time: )  
Office Hours:

BUDGET:

Salaries:  
Printing Expenses:  
Director's Salary (Optional):  
\_\_\_\_\_ Under \$10,000  
\_\_\_\_\_ \$15,000 - \$20,000  
\_\_\_\_\_ \$25,000 - \$30,000  
\_\_\_\_\_ \$35,000 - \$40,000  
\_\_\_\_\_ \$10,000 - \$15,000  
\_\_\_\_\_ \$20,000 - \$25,000  
\_\_\_\_\_ \$30,000 - \$35,000  
\_\_\_\_\_ over \$40,000  
Subsidy received:  
Amount received from subscriptions:

PUBLICATION:

Frequency of printing entire Code:  
Number of sets printed in last complete publication:  
Year entire Code last published:  
Supplementation frequency:  
Form of supplementation:

CIRCULATION:

Number of paid subscribers:  
Number of free subscribers:  
Price per set:  
Number of volumes per set:  
If sold by less than entire set, please answer the following:  
How sold?  
Price?  
Is supplement automatically sent to subscribers of entire Code?  
If not, is there a separate subscription for supplementation?  
Is supplementation covered by original price of entire Code?  
If not, please indicate the price for supplementation  
How do you promote sales?  
How do you distribute/mail?  
Are subscribers billed or are they required to pay in advance?

FORMAT: Hardbound

1986 SURVEY OF CODES AND REGISTERS

FLORIDA

**VOLUME:**

Pages per full set:  
Average pages per volume:  
Pages per supplement (average):

**LAW:**

Official Text: Yes  
Judicial Notice: Yes  
Annotations: Yes  
Edit: Yes  
Emergency rules included: No

**COMPUTER COMPOSITION:**

Computer Use: Yes  
Searchable data base: No  
Microfiche: No  
Microfilm: No  
What type/brand of computer equipment do you use?  
What type/brand of software do you use?  
What do you use, if not computers?

**INDEXING:**

Does your Code contain one or more indices? Yes  
If so, please specify type(s):  
Indices are prepared by the publisher.

**ARRANGEMENT:**

The *Florida Administrative Code Annotated* is arranged by agency.

**MISCELLANEOUS:**

When did you first publish your Code? 1962  
The *Florida Administrative Code Annotated* is not distributed to depository libraries free of charge.  
The *Florida Administrative Code Annotated* contains nothing other than rules.  
The *Florida Administrative Code Annotated* is printed by an outside publisher.

**COPIES OF THE FLORIDA ADMINISTRATIVE CODE ANNOTATED MAY BE OBTAINED FROM:**

The Harrison Company  
3110 Crossing Park  
Norcross, Georgia 30071  
1-800-241-3561

1986 SURVEY OF CODES AND REGISTERS

GEORGIA

STATE: GEORGIA

ADMINISTRATIVE REGISTER: *Official Compilation Rules and Regulations of the State of Georgia*

OFFICE AND STAFF:

Director: George M. Scott  
Address: Suite 816, West Tower  
2 Martin Luther King, Jr. Drive  
Atlanta, Georgia 30334  
Telephone: (404) 656-6710  
Person to contact about information on this survey: George M. Scott  
Governing Agency: Secretary of State, Administrative Procedure Division  
This office is under the Secretary of State.  
Total number of employees (FTE): 4 (Full-time: 4; Part-time: 0)  
Office Hours: 8:00 a.m. to 4:30 p.m.

BUDGET:

Salaries: \$80,000  
Printing Expenses: \$100,000  
Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received:  
Amount received from subscriptions: \$25,000

FREQUENCY OF ISSUE: Monthly

CIRCULATION (as of January 1, 1986):

Number of paid subscribers: 240  
Number of free subscribers: 574  
Price per issue:  
Price per subscription: \$15 per year  
Is the subscription and/or single issue price set by statute? No  
If not, how are they determined? Based on printing and mailing costs  
Length of subscription: Yearly  
How do you promote sales? None  
How do you distribute/mail? USPS and UPS  
Subscribers are billed.

VOLUME:

Average pages per issue (1985): 75  
Pages per year (1985): 900

COMPUTER COMPOSITION:

Computer Use: No  
Searchable data base: No  
Microfiche: No  
Microfilm: No  
What do you use, if not a computer? Commercial Printing Firm

# 1986 SURVEY OF CODES AND REGISTERS

## GEORGIA

### CONTENT:

Proposed Rules:	No
Adopted Rules:	Full text
Emergency Rules:	Notice Only
Court Ordered Rules:	No
Executive Orders:	No
Proclamations:	No
State Contracts:	No
Executive Items:	No
Judicial Items:	No
Legislative Items:	No
Attorney General Opinions:	No
Open Meetings:	No
Public Hearings:	No
Index:	No

### LAW:

Correction of Nonsubstantive Errors:	No
Correction of Substantive Errors:	No
Official Text:	No
Judicial Notice:	No
Annotations:	No
Edit:	No
Legislative Oversight:	No
Economic Impact Statement:	No
Emergency Rules:	No
In effect how long?	

### MISCELLANEOUS:

Editorial Standards Manual/Guidelines:	No
Instruction in regulation drafting:	No
Seminars:	No
Consultations:	No
Manual:	No
Pre-publication review:	No
Liaison Representative Required:	No

When did you begin publishing the Register? 1965

*The Official Compilation Rules and Regulations of the State of Georgia* is distributed free of charge to state depository libraries.

*The Official Compilation Rules and Regulations of the State of Georgia* is printed by an outside publisher/printer.

Copy for publication is generated by the Administrative Procedures Division in-house.

### COPIES OF THE OFFICIAL COMPILATION RULES AND REGULATIONS OF THE STATE OF GEORGIA MAY BE OBTAINED FROM:

Administrative Procedure Division  
Ste. 816, W. Tower  
2 Martin Luther King, Jr. Drive  
Atlanta, Georgia 30334

1986 SURVEY OF CODES AND REGISTERS

GEORGIA

STATE: GEORGIA

ADMINISTRATIVE CODE: None

OFFICE AND STAFF:

Director:

Address:

Telephone:

Person to contact about information on this survey:

Governing Agency:

Total number of employees (FTE): (Full-time: ; Part-time: )

Office Hours:

BUDGET:

Salaries:

Printing Expenses:

Director's Salary (Optional):

\_\_\_\_\_ Under \$10,000

\_\_\_\_\_ \$15,000 - \$20,000

\_\_\_\_\_ \$25,000 - \$30,000

\_\_\_\_\_ \$35,000 - \$40,000

\_\_\_\_\_ \$10,000 - \$15,000

\_\_\_\_\_ \$20,000 - \$25,000

\_\_\_\_\_ \$30,000 - \$35,000

\_\_\_\_\_ over \$40,000

Subsidy received:

Amount received from subscriptions

PUBLICATION:

Frequency of printing entire Code:

Number of sets printed in last complete publication:

Year entire Code last published:

Supplementation frequency:

Form of supplementation:

CIRCULATION:

Number of paid subscribers:

Number of free subscribers:

Price per set:

Number of volumes per set:

If sold by less than entire set, please answer the following:

How sold?

Price?

Is supplement automatically sent to subscribers of entire Code?

If not, is there a separate subscription for supplementation?

Is supplementation covered by original price of entire Code?

If not, please indicate the price for supplementation

How do you promote sales?

How do you distribute/mail?

Are subscribers billed or are they required to pay in advance?

FORMAT:

1986 SURVEY OF CODES AND REGISTERS  
GEORGIA

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**VOLUME:**

- Pages per full set:
- Average pages per volume:
- Pages per supplement (average):

**LAW:**

- Official Text:
- Judicial Notice:
- Annotations:
- Edit:
- Emergency rules included:

**COMPUTER COMPOSITION:**

- Computer Use:
- Searchable data base:
- Microfiche:
- Microfilm:
- What type/brand of computer equipment do you use?
- What type/brand of software do you use?
- What do you use, if not computers?

**INDEXING:**

- Does your Code contain one or more indices?  
If so, please specify type(s):
- Are indices prepared in-house by staff members or by the publisher?

**ARRANGEMENT:**

- Is your Code arranged by subject matter, by agency, or by some other means?

**MISCELLANEOUS:**

- When did you first publish your Code?
- Is the Code distributed to depository libraries in your state free of charge?  
If so, are they state document depositories or federal document depositories?
- If your Code contains anything other than rules, please specify the contents
- Is your Code published in-house or by an outside publisher?  
If done in-house, do you print it in-house or by an outside printer?
- Other information about your Code not explained above

Where can copies of your Code be obtained:

1986 SURVEY OF CODES AND REGISTERS

GUAM

JURISDICTION: TERRITORY OF GUAM

ADMINISTRATIVE REGISTER: None

OFFICE AND STAFF:

Director:

Address:

Telephone:

Person to contact about information on this survey:

Governing Agency:

Total number of employees (FTE): (Full-time: ; Part-time: )

Office Hours:

BUDGET:

Salaries:

Printing Expenses:

Director's Salary (Optional):

\_\_\_\_\_ Under \$10,000

\_\_\_\_\_ \$10,000 - \$15,000

\_\_\_\_\_ \$15,000 - \$20,000

\_\_\_\_\_ \$20,000 - \$25,000

\_\_\_\_\_ \$25,000 - \$30,000

\_\_\_\_\_ \$30,000 - \$35,000

\_\_\_\_\_ \$35,000 - \$40,000

\_\_\_\_\_ over \$40,000

Subsidy received:

Amount received from subscriptions:

FREQUENCY OF ISSUE:

CIRCULATION (as of January 1, 1986):

Number of paid subscribers:

Number of free subscribers:

Price per issue:

Price per subscription:

Is the subscription and/or single issue price set by statute?

If not, how are they determined?

Length of subscription:

How do you promote sales?

How do you distribute/mail?

Are subscribers billed or are they required to pay in advance?

VOLUME:

Average pages per issue (1985):

Pages per year (1985):

COMPUTER COMPOSITION:

Computer Use:

Searchable data base:

Microfiche:

Microfilm:

What do you use, if not a computer?

1986 SURVEY OF CODES AND REGISTERS

GUAM

**CONTENT:**

**Proposed Rules:**  
**Adopted Rules:**  
**Emergency Rules:**  
**Court Ordered Rules:**  
**Executive Orders:**  
**Proclamations:**  
**State Contracts:**  
**Executive Items:**  
**Judicial Items:**  
**Legislative Items:**  
**Attorney General Opinions:**  
**Open Meetings:**  
**Public Hearings:**  
**Index:**

**LAW:**

**Correction of Nonsubstantive Errors:**  
**Correction of Substantive Errors:**  
**Official Text:**  
**Judicial Notice:**  
**Annotations:**  
**Edit:**  
**Legislative Oversight:**  
**Economic Impact Statement:**  
**Emergency Rules:**  
    **In effect how long?**

**MISCELLANEOUS:**

**Editorial Standards Manual/Guidelines:**  
**Instruction in regulation drafting:**  
    **Seminars:**  
    **Consultations:**  
    **Manual:**  
    **Pre-publication review:**  
    **Liaison Representative Required:**  
**When did you begin publishing the Register?**  
**Is the Register distributed to depository libraries in your state free of charge?**  
    **If yes, are these state document depositories or federal document depositories?**  
**Is the Register printed in-house or by an outside publisher/printer?**  
**Is the copy for publication generated by your agency in-house, by the publisher, or by the agencies?**  
**Other information about your Register not explained above:**

**Where can copies of your Register be obtained:**

1986 SURVEY OF CODES AND REGISTERS

GUAM

JURISDICTION: TERRITORY OF GUAM

ADMINISTRATIVE CODE: *Guam Administrative Rules and Regulations*

OFFICE AND STAFF:

Director: Charles H. Troutman, Compiler

Address: 7th Floor, PDN Building

238 O'Hara Street

Agana, Guam 96910

Telephone: (671) 472-6841

Person to contact about information on this survey: Charles Troutman

Governing Agency: Attorney General

This office is under the Attorney General.

Total number of employees (FTE): 7.5 (Full-time: 7.5; Part-time: 0)

Office Hours: 8:00 a.m. to 5:00 p.m., Monday thru Friday (except noon hour)

BUDGET: (Cannot calculate just for Administrative Code as we also print laws, court reports, AG opinions)

Salaries:

Printing Expenses:

Director's Salary (Optional):

\_\_\_\_\_ Under \$10,000

\_\_\_\_\_ \$10,000 - \$15,000

\_\_\_\_\_ \$15,000 - \$20,000

\_\_\_\_\_ \$20,000 - \$25,000

\_\_\_\_\_ \$25,000 - \$30,000

\_\_\_\_\_ \$30,000 - \$35,000

\_\_\_\_\_ \$35,000 - \$40,000

\_\_\_\_\_ over \$40,000

Subsidy received:

Amount received from subscriptions:

PUBLICATION:

Frequency of printing entire Code: Annual updates (all code is loose-leaf)

Number of sets printed in last complete publication: 500

Year entire Code last published: 1984

Supplementation frequency: Annual

Form of supplementation: Replacement pages

CIRCULATION:

Number of paid subscribers: 200 approx.

Number of free subscribers: 85

Price per set: \$150

Number of volumes per set: 3

If sold by less than entire set, please answer the following:

How sold?

Price?

Is supplement automatically sent to subscribers of entire Code? If requested

Is supplementation covered by original price of entire Code? No

If not, please indicate the price for supplementation: \$50

How do you promote sales? Notices to lawyers, businesses, newspaper

How do you distribute/mail? Mail or customer pickup

Subscribers are billed.

FORMAT: Loose-leaf

1986 SURVEY OF CODES AND REGISTERS

GUAM

**VOLUME:**

Pages per full set: Approx. 1,800  
Average pages per volume: 600  
Pages per supplement (average): 100-200 pages

**LAW:**

Official Text: Yes, Governing law 1GCA ch. 16, 5GCA ch. 6  
Judicial Notice: Yes  
Annotations: Yes  
Edit: Yes  
Emergency rules included: Yes

**COMPUTER COMPOSITION:**

Computer Use: Yes, IBM 5520 to 6670 Laser printer  
Searchable data base: No  
Microfiche: No  
Microfilm: No  
What type/brand of computer equipment do you use? IBM 5520  
What type/brand of software do you use? Bundled

**INDEXING:**

Does your Code contain one or more indices? Yes  
If so, please specify type(s): Subject  
Indices are prepared in-house by staff members.

**ARRANGEMENT:**

The *Guam Administrative Rules and Regulations* is arranged by agency and by order of agency location in old government Code. Will change with new law codification.

**MISCELLANEOUS:**

When did you first publish your Code? 1975  
The *Guam Administrative Rules and Regulations* is distributed free of charge to both territory and federal depository libraries.  
The *Guam Administrative Rules and Regulations* contains nothing other than rules. However, the office also primarily publishes law codes, session laws of legislature, and court reports.  
The *Guam Administrative Rules and Regulations* is prepared in-house and camera-ready copy sent to an outside printer.

**COPIES OF THE GUAM ADMINISTRATIVE RULES AND REGULATIONS MAY BE OBTAINED FROM:**

Office of Compiler of Laws  
7th floor, PDN Building  
238 O'Hara Street  
Agana, Guam 96910

1986 SURVEY OF CODES AND REGISTERS

HAWAII

STATE: HAWAII

ADMINISTRATIVE REGISTER: *Hawaii Administrative Rules*

OFFICE AND STAFF:

Director: Ms. Joyce Omine

Address: Office of Lieutenant Governor  
P.O. Box 3226  
Honolulu, Hawaii 96801

Telephone: (808) 548-2544

Person to contact about information on this survey: Joyce Omine

Governing Agency: Administrative Services, Office of Lieutenant Governor

This office is under the Lieutenant Governor (Hawaii has no Secretary of State).

Total number of employees (FTE): .10 (Full-time: 1; Part-time: )

Office Hours: 7:45 a.m. - 4:30 p.m., Monday thru Friday

BUDGET:

Salaries:

Printing Expenses: none

Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received: none

Amount received from subscriptions: none

FREQUENCY OF ISSUE: Periodic; as amendments, new and repealed rules are adopted and approved by the Governor

CIRCULATION (as of January 1, 1986):

Number of paid subscribers: none

Number of free subscribers: none

Price per issue: 25¢ per page

Price per subscription: n/a

Is the subscription and/or single issue price set by statute? n/a

If not, how are they determined?

Length of subscription: n/a

How do you promote sales? n/a

How do you distribute/mail? n/a

VOLUME:

Average pages per issue (1985):

Pages per year (1985):

COMPUTER COMPOSITION:

Computer Use:

Yes, Chronological List of Filings (Summary)

Searchable data base:

No

Microfiche:

No

Microfilm:

No

# 1986 SURVEY OF CODES AND REGISTERS

## HAWAII

### CONTENT:

<b>Proposed Rules:</b>	No
<b>Adopted Rules:</b>	Full text
<b>Emergency Rules:</b>	Full text
<b>Court Ordered Rules:</b>	No
<b>Executive Orders:</b>	No
<b>Proclamations:</b>	No
<b>State Contracts:</b>	No
<b>Executive Items:</b>	No
<b>Judicial Items:</b>	No
<b>Legislative Items:</b>	No
<b>Attorney General Opinions:</b>	No
<b>Open Meetings:</b>	No
<b>Public Hearings:</b>	No
<b>Index:</b>	No

### LAW:

<b>Correction of Nonsubstantive Errors:</b>	
<b>Correction of Substantive Errors:</b>	
<b>Official Text:</b>	
<b>Judicial Notice:</b>	
<b>Annotations:</b>	
<b>Edit:</b>	
<b>Legislative Oversight:</b>	
<b>Economic Impact Statement:</b>	
<b>Emergency Rules:</b>	
<b>In effect how long?</b>	

### MISCELLANEOUS:

<b>Editorial Standards Manual/Guidelines:</b>	
<b>Instruction in regulation drafting:</b>	
<b>Seminars:</b>	
<b>Consultations:</b>	
<b>Manual:</b>	
<b>Pre-publication review:</b>	
<b>Liaison Representative Required:</b>	
<b>When did you begin publishing the Register?</b>	n/a
<b>The <i>Hawaii Administrative Rules</i> is distributed free of charge to state depository libraries.</b>	
<b>The <i>Hawaii Administrative Rules</i> is printed in-house.</b>	
<b>Copy for publication is generated by the agencies.</b>	
<b>Other information about your Register not explained above:</b>	Hawaii Revised Statutes Chap. 91
	mandates that each State department/agency adopt rules of practice. The original copies are filed and maintained by the Lt. Governor's Office.

### COPIES OF THE HAWAII ADMINISTRATIVE RULES MAY BE OBTAINED FROM:

Main State library

1986 SURVEY OF CODES AND REGISTERS

HAWAII

STATE: HAWAII

ADMINISTRATIVE CODE: None

OFFICE AND STAFF:

Director:

Address:

Telephone:

Person to contact about information on this survey:

Governing Agency:

Total number of employees (FTE): (Full-time: ; Part-time: )

Office Hours:

BUDGET:

Salaries:

Printing Expenses:

Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received:

Amount received from subscriptions:

PUBLICATION:

Frequency of printing entire Code:

Number of sets printed in last complete publication:

Year entire Code last published:

Supplementation frequency:

Form of supplementation:

CIRCULATION:

Number of paid subscribers:

Number of free subscribers:

Price per set:

Number of volumes per set:

If sold by less than entire set, please answer the following:

How sold?

Price?

Is supplement automatically sent to subscribers of entire Code?

If not, is there a separate subscription for supplementation?

Is supplementation covered by original price of entire Code?

If not, please indicate the price for supplementation:

How do you promote sales?

How do you distribute/mail?

Are subscribers billed or are they required to pay in advance?

FORMAT:

1986 SURVEY OF CODES AND REGISTERS

HAWAII

**VOLUME:**

Pages per full set:

Average pages per volume:

Pages per supplement (average):

**LAW:**

Official Text:

Judicial Notice:

Annotations:

Edit:

Emergency rules included:

**COMPUTER COMPOSITION:**

Computer Use:

Searchable data base:

Microfiche:

Microfilm:

What type/brand of computer equipment do you use?

What type/brand of software do you use?

What do you use, if not computers?

**INDEXING:**

Does your Code contain one or more indices?

If so, please specify type(s)

Are indices prepared in-house by staff members or by the publisher?

**ARRANGEMENT:**

Is your Code arranged by subject matter, by agency, or by some other means?

**MISCELLANEOUS:**

When did you first publish your Code?

Is the Code distributed to depository libraries in your state free of charge?

If so, are they state document depositories or federal document depositories?

If your Code contains anything other than rules, please specify the contents

Is your Code published in-house or by an outside publisher?

If done in-house, do you print it in-house or by an outside printer?

Other information about your Code not explained above:

Where can copies of your Code be obtained:

1986 SURVEY OF CODES AND REGISTERS

IDAHO

STATE: IDAHO

ADMINISTRATIVE REGISTER: None

OFFICE AND STAFF:

Director:

Address:

Telephone:

Person to contact about information on this survey:

Governing Agency:

Total number of employees (FTE): (Full-time: ; Part-time: )

Office Hours:

BUDGET:

Salaries:

Printing Expenses:

Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received:

Amount received from subscriptions:

FREQUENCY OF ISSUE:

CIRCULATION (as of January 1, 1986):

Number of paid subscribers:

Number of free subscribers:

Price per issue:

Price per subscription:

Is the subscription and/or single issue price set by statute?

If not, how are they determined?

Length of subscription:

How do you promote sales?

How do you distribute/mail?

Are subscribers billed or are they required to pay in advance?

VOLUME:

Average pages per issue (1985):

Pages per year (1985):

COMPUTER COMPOSITION:

Computer Use:

Searchable data base:

Microfiche:

Microfilm:

What do you use, if not a computer?

# 1986 SURVEY OF CODES AND REGISTERS

## IDAHO

### CONTENT:

- Proposed Rules:**
- Adopted Rules:**
- Emergency Rules:**
- Court Ordered Rules:**
- Executive Orders:**
- Proclamations:**
- State Contracts:**
- Executive Items:**
- Judicial Items:**
- Legislative Items:**
- Attorney General Opinions:**
- Open Meetings:**
- Public Hearings:**
- Index:**

### LAW:

- Correction of Nonsubstantive Errors:**
- Correction of Substantive Errors:**
- Official Text:**
- Judicial Notice:**
- Annotations:**
- Edit:**
- Legislative Oversight:**
- Economic Impact Statement:**
- Emergency Rules:**
  - In effect how long?**

### MISCELLANEOUS:

- Editorial Standards Manual/Guidelines:**
- Instruction in regulation drafting:**
  - Seminars:**
  - Consultations:**
  - Manual:**
  - Pre-publication review:**
  - Liaison Representative Required**
- When did you begin publishing the Register?**
- Is the Register distributed to depository libraries in your state free of charge?**
  - If yes, are these state document depositories or federal document depositories?**
- Is the Register printed in-house or by an outside publisher/printer?**
- Is the copy for publication generated by your agency in-house, by the publisher, or by the agencies?**
- Other information about your Register not explained above:** Idaho does have an administrative procedure act and rules are promulgated and published. However, the act does not create a central publication. Each agency is responsible for the publication of its own rules, and for filing them in the Idaho State Law Library and in twenty-four public libraries around the state. The rules filed in the agency office and the rules filed in the Idaho State Law Library constitute the official register of rules. Publication means distribution by the agency to the various libraries.

**Where can copies of your Register be obtained:**

1986 SURVEY OF CODES AND REGISTERS

IDAHO

STATE: IDAHO

ADMINISTRATIVE CODE: None

OFFICE AND STAFF:

Director:

Address:

Telephone:

Person to contact about information on this survey:

Governing Agency:

Total number of employees (FTE): (Full-time: ; Part-time: )

Office Hours:

BUDGET:

Salaries:

Printing Expenses:

Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received:

Amount received from subscriptions:

PUBLICATION:

Frequency of printing entire Code:

Number of sets printed in last complete publication:

Year entire Code last published:

Supplementation frequency:

Form of supplementation:

CIRCULATION:

Number of paid subscribers:

Number of free subscribers:

Price per set:

Number of volumes per set:

If sold by less than entire set, please answer the following:

How sold?

Price?

Is supplement automatically sent to subscribers of entire Code?

If not, is there a separate subscription for supplementation?

Is supplementation covered by original price of entire Code?

If not, please indicate the price for supplementation:

How do you promote sales?

How do you distribute/mail?

Are subscribers billed or are they required to pay in advance?

FORMAT:

1986 SURVEY OF CODES AND REGISTERS

IDAHO

**VOLUME:**

- Pages per full set:
- Average pages per volume:
- Pages per supplement (average):

**LAW:**

- Official Text:
- Judicial Notice:
- Annotations:
- Edit:
- Emergency rules included:

**COMPUTER COMPOSITION:**

- Computer Use:
- Searchable data base:
- Microfiche:
- Microfilm:
- What type/brand of computer equipment do you use?
- What type/brand of software do you use?
- What do you use, if not computers?

**INDEXING:**

- Does your Code contain one or more indices?
- If so, please specify type(s)
- Are indices prepared in-house by staff members or by the publisher?

**ARRANGEMENT:**

- Is your Code arranged by subject matter, by agency, or by some other means?

**MISCELLANEOUS:**

- When did you first publish your Code?
- Is the Code distributed to depository libraries in your state free of charge?
  - If so, are they state document depositories or federal document depositories?
- If your Code contains anything other than rules, please specify the contents:
- Is your Code published in-house or by an outside publisher?
  - If done in-house, do you print it in-house or by an outside printer?
- Other information about your Code not explained above: Idaho does have an administrative procedure act and rules are promulgated and published. However, the act does not create a central publication. Each agency is responsible for the publication of its own rules, and for filing them in the Idaho State Law Library and in twenty-four public libraries around the state. The rules filed in the agency office and the rules filed in the Idaho State Law Library constitute the official register of rules. Publication means distribution by the agency to the various libraries.

Where can copies of your Code be obtained:

1986 SURVEY OF CODES AND REGISTERS

ILLINOIS

STATE: ILLINOIS

ADMINISTRATIVE REGISTER: *Illinois Register*

OFFICE AND STAFF:

Director: Mimi Griffiths

Address: Administrative Code Division  
201 West Monroe Street  
Springfield, Illinois 62756

Telephone: (217) 782-9786

Person to contact about information on this survey: Mimi Griffiths

Governing Agency: State Library

This office is under the Secretary of State.

Total number of employees (FTE): 7 (Full-time: 7; Part-time: 0)

Office Hours: 8:00 a.m. to 4:30 p.m., Monday thru Friday (Central Time Zone)

BUDGET:

Salaries: Approximately \$130,000

Printing Expenses: Approximately \$210,000

Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	x \$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received: approx. \$40,000

Amount received from subscriptions: \$171,000

FREQUENCY OF ISSUE: Weekly

CIRCULATION (as of January 1, 1986):

Number of paid subscribers: 650 approx.

Number of free subscribers: 250 approx.

Price per issue: \$10

Price per subscription: \$200

Is the subscription and/or single issue price set by statute? In part; statute says to cover publication and mailing costs.

If not, how are they determined? Costs of printing and mailing

Length of subscription: 1 year

How do you promote sales? Word of mouth; workshops on rulemaking; brochure in process

How do you distribute/mail? Special Postal Service rate - bound printed matter; state delivery system

Subscribers are required to pay in advance.

VOLUME:

Average pages per issue (1985): 407

Pages per year (1985): 21,164

COMPUTER COMPOSITION:

Computer Use:

Yes, only for indices and table of contents

Searchable data base:

No

Microfiche:

Yes, volume years only; Price: \$200 a set

Microfilm:

No

What do you use, if not a computer?

Agencies must give us camera-ready copy

1986 SURVEY OF CODES AND REGISTERS

ILLINOIS

**CONTENT:**

<b>Proposed Rules:</b>	Full text
<b>Adopted Rules:</b>	Full text
<b>Emergency Rules:</b>	Full text
<b>Court Ordered Rules:</b>	Full text
<b>Executive Orders:</b>	Full text
<b>Proclamations:</b>	Full text
<b>State Contracts:</b>	No
<b>Executive Items:</b>	No
<b>Judicial Items:</b>	No
<b>Legislative Items:</b>	Yes, notices from Legislative oversight committee only
<b>Attorney General Opinions:</b>	No
<b>Other:</b>	Dept. of Revenue quarterly index to letter rulings; regulatory agendas; lists of employers violating Prevailing Wage Act; toxic Substances Lists
<b>Open Meetings:</b>	No
<b>Public Hearings:</b>	Yes, for proposed rules only
<b>Index:</b>	Yes, cumulative and Sections Affected Indices

**LAW:**

<b>Correction of Nonsubstantive Errors:</b>	Yes
<b>Correction of Substantive Errors:</b>	Yes, within one week of publication in Register
<b>Official Text:</b>	Yes
<b>Judicial Notice:</b>	Yes
<b>Annotations:</b>	No
<b>Edit:</b>	No
<b>Legislative Oversight:</b>	Yes
<b>Economic Impact Statement:</b>	Yes
<b>Emergency Rules:</b>	Yes
In effect how long? 150 days	

**MISCELLANEOUS:**

<b>Editorial Standards Manual/Guidelines:</b>	Yes
<b>Instruction in regulation drafting:</b>	Yes
<b>Seminars:</b>	Yes
<b>Consultations:</b>	Yes
<b>Manual:</b>	Yes
<b>Pre-publication review:</b>	Yes
<b>Liaison Representative Required:</b>	No, but it is preferred
<b>When did you begin publishing the Register?</b>	1977
<b>The <i>Illinois Register</i> is distributed free of charge to state depository libraries.</b>	
<b>The <i>Illinois Register</i> is printed in-house.</b>	
<b>Copy for publication is generated by the agencies (rules) and the Code Division (table of contents and indices).</b>	

**COPIES OF THE ILLINOIS REGISTER MAY BE OBTAINED FROM:**

Administrative Code Division  
201 West Monroe Street  
Springfield, Illinois 62756

# 1986 SURVEY OF CODES AND REGISTERS

ILLINOIS

STATE: ILLINOIS

ADMINISTRATIVE CODE: *Illinois Administrative Code*

## OFFICE AND STAFF:

Director: Mimi Griffiths

Address: Administrative Code Division  
201 West Monroe Street  
Springfield, Illinois 62756

Telephone: (217) 782-9786

Person to contact about information on this survey: Mimi Griffiths

Governing Agency: State Library

This office is under the Secretary of State.

Total number of employees (FTE): 7 (Full-time: 7; Part-time: )

Office Hours: 8:00 a.m. to 4:30 p.m., Monday thru Friday (Central Time Zone)

## BUDGET:

Salaries: Approximately \$130,000

Printing Expenses: Approximately \$202,000

Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	x \$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received:

Amount received from subscriptions: Code was published for 1st time July 1986; information unavailable

## PUBLICATION:

Frequency of printing entire Code: Tentatively, every 2 years

Number of sets printed in last complete publication: 1,000

Year entire Code last published: 1986 - first time

Supplementation frequency: 1 per year in years when entire Code not published

Form of supplementation: Bound volume

## CIRCULATION: (as of 6-1-86)

Number of paid subscribers: Not yet available

Number of free subscribers: Not yet available

Price per set: \$210

Number of volumes per set: 9

If sold by less than entire set, please answer the following:

How sold? By volume

Price? \$25

Is supplement automatically sent to subscribers of entire Code? No

If not, is there a separate subscription for supplementation? Yes

Is supplementation covered by original price of entire Code? No

If not, please indicate the price for supplementation: Don't know yet

How do you promote sales? Brochure; workshops on rulemaking; order form in Register; displays at conferences and business shows

How do you distribute/mail? Special Postal Service fourth class; state delivery system

Subscribers are required to pay in advance.

FORMAT: Paperbound

1986 SURVEY OF CODES AND REGISTERS

ILLINOIS

**VOLUME:**

Pages per full set: 14,438  
Average pages per volume: 1604  
Pages per supplement (average):

**LAW:**

Official Text: Yes  
Judicial Notice: Yes  
Annotations: No  
Edit: Yes, not substantive text - format only  
Emergency rules included: Yes, if in effect on date of publication

**COMPUTER COMPOSITION:**

Computer Use: Yes  
Searchable data base: No; coming, but not here yet  
Microfiche: No; perhaps at a later date  
Microfilm: No

What type/brand of computer equipment do you use? IBM, Apple Macintosh (for indices, tables of contents, introductory material, covers and title pages)

What type/brand of software do you use? ALTER; MacWrite, MicroSoft Word, Aldus Pagemaker

**INDEXING:**

Does your Code contain one or more indices? Yes  
If so, please specify type(s): Agency, Subject, Title, Statute Cross-Reference; Supplement will also contain Sections Affected  
Indices are prepared in-house by staff members.

**ARRANGEMENT:**

The *Illinois Administrative Code* is arranged by subject matter.

**MISCELLANEOUS:**

When did you first publish your Code? 1986

The *Illinois Administrative Code* is distributed free of charge to state depository libraries.

The *Illinois Administrative Code* also contains introductory material on how to use the Code.

The *Illinois Administrative Code* is prepared in-house with camera-ready copy sent to an outside printer for reproduction and binding.

Other information about your Code not explained above: The camera-ready copy of the text of the rules is produced by the Legislative Information System, which also maintains the rules data base.

**COPIES OF THE ILLINOIS ADMINISTRATIVE CODE MAY BE OBTAINED FROM:**

Administrative Code Division  
201 West Monroe Street  
Springfield, Illinois 62756

1986 SURVEY OF CODES AND REGISTERS

INDIANA

STATE: INDIANA

ADMINISTRATIVE REGISTER: *Indiana Register*

OFFICE AND STAFF:

Director: Charles W. Harris

Address: 302 State House  
Indianapolis, Indiana 46204

Telephone: (317) 232-9557

Person to contact about information on this survey: Linda Miller

Governing Agency: Legislative Services Agency

This office is under the legislature.

Total number of employees (FTE): 4 (Full-time: 4; Part-time: 0)

Office Hours: 8:00 a.m. to 4:30 p.m., Monday thru Friday

BUDGET:

Salaries:

Printing Expenses:

Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received:

Amount received from subscriptions:

FREQUENCY OF ISSUE: Monthly

CIRCULATION (as of January 1, 1986):

Number of paid subscribers: 241

Number of free subscribers: 590

Price per issue: \$15

Price per subscription: \$175

Is the subscription and/or single issue price set by statute? No

If not, how are they determined? By the Executive Council

Length of subscription: 12 issues

How do you promote sales?

How do you distribute/mail? Second class

Subscribers are required to pay in advance.

VOLUME:

Average pages per issue (1985): 242

Pages per year (1985): 2,908

COMPUTER COMPOSITION:

Computer Use: No

Searchable data base: No

Microfiche: No

Microfilm: No

What do you use, if not a computer? Printer

# 1986 SURVEY OF CODES AND REGISTERS

## INDIANA

### CONTENT:

Proposed Rules:	Full text
Adopted Rules:	Full text
Emergency Rules:	Full text
Court Ordered Rules:	No
Executive Orders:	Full text
Proclamations:	No
State Contracts:	No
Executive Items:	Full text
Judicial Items:	No
Attorney General Opinions:	Full text
Open Meetings:	No
Public Hearings:	Yes
Index:	Yes

### LAW:

Correction of Nonsubstantive Errors:	Yes
Correction of Substantive Errors:	No
Official Text:	Yes
Judicial Notice:	No
Annotations:	No
Edit:	Yes
Legislative Oversight:	No
Economic Impact Statement:	No
Emergency Rules:	Yes
In effect how long?	

### MISCELLANEOUS:

Editorial Standards Manual/Guidelines:	Yes
Instruction in regulation drafting:	Yes
Seminars:	Yes
Consultations:	Yes; partial
Manual:	Yes
Pre-publication review:	Yes
Liaison Representative Required:	No
When did you begin publishing the Register?	July 1978
The <i>Indiana Register</i> is distributed free of charge to state depository libraries.	
The <i>Indiana Register</i> is printed by an outside printer.	
Copy for publication is generated by the publisher.	

### COPIES OF THE INDIANA REGISTER MAY BE OBTAINED FROM:

Legislative Services Agency  
302 State House  
Indianapolis, Indiana 46204

1986 SURVEY OF CODES AND REGISTERS

INDIANA

STATE: INDIANA

ADMINISTRATIVE CODE: *Indiana Administrative Code*

OFFICE AND STAFF:

Director: Charles W. Harris

Address: 302 State House  
Indianapolis, Indiana 46204

Telephone: (317) 232-9557

Person to contact about information on this survey: Linda Miller

Governing Agency: Legislative Services Agency

This office is under the legislature.

Total number of employees (FTE): 4 (Full-time: 4; Part-time: 0)

Office Hours: 8:00 a.m. to 4:30 p.m., Monday thru Friday

BUDGET:

Salaries:

Printing Expenses:

Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received:

Amount received from subscriptions:

PUBLICATION:

Frequency of printing entire Code: Every fifth year

Number of sets printed in last complete publication: 1500

Year entire Code last published: 1984

Supplementation frequency: Annually

Form of supplementation: Bound volume

CIRCULATION:

Number of paid subscribers: 378

Number of free subscribers: 630

Price per set: \$207

Number of volumes per set: 11

If sold by less than entire set, please answer the following:

How sold?

Price?

Is supplement automatically sent to subscribers of entire Code? No

If not, is there a separate subscription for supplementation? Yes

Is supplementation covered by original price of entire Code? No

If not, please indicate the price for supplementation: \$39

How do you promote sales?

How do you distribute/mail? Fourth class book rate

Subscribers are required to pay in advance.

FORMAT: Paperbound

1986 SURVEY OF CODES AND REGISTERS

INDIANA

**VOLUME:**

Pages per full set: 8,250  
Average pages per volume: 750  
Pages per supplement (average): 700

**LAW:**

Official Text: Yes  
Judicial Notice: No  
Annotations: No  
Edit: Yes  
Emergency rules included: No

**COMPUTER COMPOSITION:**

Computer Use: No  
Searchable data base: No  
Microfiche: No  
Microfilm: No  
What type/brand of computer equipment do you use?  
What type/brand of software do you use?  
What do you use, if not computers?

**INDEXING:**

Does your Code contain one or more indices? Yes  
If so, please specify type(s): Subject index  
Indices are prepared by the publisher.

**ARRANGEMENT:**

The *Indiana Administrative Code* is arranged by agency.

**MISCELLANEOUS:**

When did you first publish your Code? 1979  
The *Indiana Administrative Code* is distributed free of charge to state depository libraries.  
The *Indiana Administrative Code* contains nothing other than rules.  
The *Indiana Administrative Code* is published by an outside printer/publisher.

**COPIES OF THE INDIANA ADMINISTRATIVE CODE MAY BE OBTAINED FROM:**

Legislative Services Agency  
302 State House  
Indianapolis, Indiana 46204

1986 SURVEY OF CODES AND REGISTERS

IOWA

STATE: IOWA

ADMINISTRATIVE REGISTER: *Iowa Administrative Bulletin*

OFFICE AND STAFF:

Director: Phyllis Barry  
Address: 4th Floor  
Lucas Building  
Des Moines, Iowa 50319  
Telephone: (515) 281-3355 or 5285  
Person to contact about information on this survey: Phyllis Barry  
Governing Agency: Legislative Council  
This office is under the legislature.  
Total number of employees (FTE): 7 (Full-time: 6; Part-time: 2)  
Office Hours: 8:00 a.m. to 4:30 p.m., Monday thru Friday

BUDGET:

Salaries: \$60,000  
Printing Expenses: \$106,064.06  
Director's Salary (Optional):  

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____x	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received:  
Amount received from subscriptions: \$35,910

FREQUENCY OF ISSUE: Bi-Weekly

CIRCULATION (as of January 1, 1986):

Number of paid subscribers: 270  
Number of free subscribers: 849  
Price per issue: \$4  
Price per subscription: \$133  
Is the subscription and/or single issue price set by statute? No  
If not, how are they determined? By Superintendent of Printing using guidelines of statutes  
Length of subscription: 1 year  
How do you promote sales? None  
How do you distribute/mail? Mail  
Subscribers are required to pay in advance.

VOLUME:

Average pages per issue (1985): 114  
Pages per year (1985): 2,956

COMPUTER COMPOSITION:

Computer Use: Yes; using Varityper EPICS system  
Searchable data base: Yes; only while material is stored  
Microfiche: No  
Microfilm: No

## 1986 SURVEY OF CODES AND REGISTERS

IOWA

### CONTENT:

<b>Proposed Rules:</b>	Full text and/or notice only
<b>Adopted Rules:</b>	Full Text
<b>Emergency Rules:</b>	Full Text
<b>Court Ordered Rules:</b>	No
<b>Executive Orders:</b>	Full Text
<b>Proclamations:</b>	Full Text
<b>State Contracts:</b>	No
<b>Executive Items:</b>	Full Text
<b>Judicial Items:</b>	Full text, Supreme Court
<b>Legislative Items:</b>	Full Text
<b>Attorney General Opinions:</b>	Summaries
<b>Other:</b>	Agenda of the Administrative Rules Review Committee; Objections; Delays
<b>Open Meetings:</b>	Yes
<b>Public Hearings:</b>	Yes
<b>Index:</b>	Yes

### LAW:

<b>Correction of Nonsubstantive Errors:</b>	Yes
<b>Correction of Substantive Errors:</b>	No
<b>Official Text:</b>	No; Document filed by agency
<b>Judicial Notice:</b>	No
<b>Annotations:</b>	No
<b>Edit:</b>	Yes
<b>Legislative Oversight:</b>	Yes; 6 member Legislative Review Committee
<b>Economic Impact Statement:</b>	Yes
<b>Emergency Rules:</b>	Yes
<b>In effect how long?</b>	No limit

### MISCELLANEOUS:

<b>Editorial Standards Manual/Guidelines:</b>	Yes: Style, format, miscellaneous
<b>Instruction in regulation drafting:</b>	Yes
<b>Seminars:</b>	Yes
<b>Consultations:</b>	Yes
<b>Manual:</b>	Yes
<b>Pre-publication review:</b>	Yes
<b>Liaison Representative Required:</b>	Yes
<b>When did you begin publishing the Register?</b>	July 1, 1975
<b>The <i>Iowa Administrative Bulletin</i> is distributed free of charge to state and federal depository libraries.</b>	
<b>The <i>Iowa Administrative Bulletin</i> is printed in-house and by an outside publisher/printer.</b>	
<b>Copy for publication is generated by the Legislative Council in-house.</b>	
<b>Other information about your Register not explained above:</b> Typesetting by Printing Division with outside printers for heavy volume	

### COPIES OF THE IOWA ADMINISTRATIVE BULLETIN MAY BE OBTAINED FROM:

Superintendent of Printing  
Grimes Office Building  
Des Moines, Iowa 50319

1986 SURVEY OF CODES AND REGISTERS

IOWA

STATE: IOWA

ADMINISTRATIVE CODE: *Iowa Administrative Code*

OFFICE AND STAFF:

Director: Phyllis Barry

Address: 4th Floor

Lucas Office Building

Des Moines, Iowa 50319

Telephone: (515) 281-3355 or 5285

Person to contact about information on this survey: Phyllis Barry

Governing Agency: The Legislative Council

This office is under the legislature.

Total number of employees (FTE): 7 (Full-time: 6; Part-time: 2)

Office Hours: 8:00 a.m. to 4:30 p.m., Monday thru Friday

BUDGET:

Salaries: \$112,120

Printing Expenses: \$173,620.32

Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	<u>  x  </u>	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received:

Amount received from subscriptions: \$78,492

PUBLICATION:

Frequency of printing entire Code: Reprinted all existing rules in loose-leaf 1975

Number of sets printed in last complete publication:

Year entire Code last published: 1975

Supplementation frequency: Every other Wednesday (bi-weekly)

Form of supplementation: Replacement pages

CIRCULATION:

Number of paid subscribers: 372

Number of free subscribers: 712

Price per set: \$700

Number of volumes per set: 12

If sold by less than entire set, please answer the following:

How sold? Entire set only

Price?

Is supplement automatically sent to subscribers of entire Code? No

If not, is there a separate subscription for supplementation? Yes

Is supplementation covered by original price of entire Code? Yes - 1st yr; No thereafter

If not, please indicate the price for supplementation: \$142.00 in 1985 - 1986

How do you promote sales? No promotion

How do you distribute/mail? Superintendent of Printing - mail

Subscribers are required to pay in advance.

FORMAT: Loose-leaf

1986 SURVEY OF CODES AND REGISTERS

IOWA

**VOLUME:**

Pages per full set:  
Average pages per volume:  
Pages per supplement (average): 4,000 pages annually

**LAW:**

Official Text: No; Document filed by agency  
Judicial Notice: Yes  
Annotations: No  
Edit: Yes  
Emergency rules included: Yes  
Other (specify): Delays, Objections, Tables of Implementing statutes; Style and Format

**COMPUTER COMPOSITION:**

Computer Use: No; Being considered  
Searchable data base: No  
Microfiche: No  
Microfilm: No  
What type/brand of computer equipment do you use?  
What type/brand of software do you use?  
What do you use, if not computers?

**INDEXING:**

Does your Code contain one or more indices? Yes  
If so, please specify type(s): Chapter Analyses for each agency and separate volume of Index  
Indices are prepared in-house by staff members.

**ARRANGEMENT:**

The *Iowa Administrative Code* is arranged by agency (Alphabetical by agency, numerical by Chapter of rules).

**MISCELLANEOUS:**

When did you first publish your Code? July 1975  
The *Iowa Administrative Code* is distributed free of charge to state and federal depository libraries.  
The *Iowa Administrative Code* contains nothing other than rules.  
The *Iowa Administrative Code* is published by an outside printer/publisher who handles the typesetting and presswork.

**COPIES OF THE IOWA ADMINISTRATIVE CODE MAY BE OBTAINED FROM:**

Superintendent of Printing  
Grimes Office Building  
Des Moines, Iowa 50319

1986 SURVEY OF CODES AND REGISTERS

KANSAS

STATE: KANSAS

ADMINISTRATIVE REGISTER: *Kansas Register*

OFFICE AND STAFF:

Director: John Reinhart  
Address: Public Information Director  
2nd Floor, State Capitol  
Topeka, Kansas 66612-1594  
Telephone: (913) 296-4595  
Person to contact about information on this survey: Nancy R. Clark  
Governing Agency: Secretary of State  
This office is under the Secretary of State.  
Total number of employees (FTE): 3 (Full-time: 2; Part-time: 2)  
Office Hours: 8:00 a.m. to 5:00 p.m., Monday thru Friday

BUDGET:

Salaries: \$40,900  
Printing Expenses: \$71,000 per year  
Director's Salary (Optional):

_____ Under \$10,000	_____ \$10,000 - \$15,000
_____ \$15,000 - \$20,000	_____ \$20,000 - \$25,000
_____ \$25,000 - \$30,000	_____ \$30,000 - \$35,000
_____ \$35,000 - \$40,000	_____ over \$40,000

Subsidy received: None  
Amount received from subscriptions: \$46,000 (Pub. fees = \$59,261 / Misc. = \$1680)

FREQUENCY OF ISSUE: Weekly

CIRCULATION (as of January 1, 1986):

Number of paid subscribers: 1,050  
Number of free subscribers: 490  
Price per issue: N/A  
Price per subscription: \$47.50  
Is the subscription and/or single issue price set by statute? No  
If not, how are they determined? By authority given this office  
Length of subscription: 1 year  
How do you promote sales? Direct mail (Intro. letter)  
How do you distribute/mail? 2nd Class postage; bundled and bagged by staff  
Subscribers are required to pay in advance.

VOLUME:

Average pages per issue (1985): 24  
Pages per year (1985): 1,500

COMPUTER COMPOSITION:

Computer Use: No  
Searchable data base: No  
Microfiche: No  
Microfilm: No  
What do you use, if not a computer? Kansas Division of Printing does all typesetting

1986 SURVEY OF CODES AND REGISTERS

KANSAS

**CONTENT:**

<b>Proposed Rules:</b>	Notice only
<b>Adopted Rules:</b>	Full text (Summaries accepted if lengthy or arcane)
<b>Emergency Rules:</b>	Full text (Summaries accepted if lengthy or arcane)
<b>Court Ordered Rules:</b>	No
<b>Executive Orders:</b>	Full text
<b>Proclamations:</b>	No
<b>State Contracts:</b>	Notice only
<b>Executive Items:</b>	Full text
<b>Judicial Items:</b>	Notice only; Court dockets
<b>Legislative Items:</b>	Full text or notice only: Bills published in full; notice only: bill titles, interim agenda, etc.,
<b>Attorney General Opinions:</b>	Notice only (summary)
<b>Other:</b>	Bond sale/redemption, as notices; Notice to bidders
<b>Open Meetings:</b>	Yes
<b>Public Hearings:</b>	Yes
<b>Index:</b>	Yes, Semi-annual

**LAW:**

<b>Correction of Nonsubstantive Errors:</b>	N/A
<b>Correction of Substantive Errors:</b>	No
<b>Official Text:</b>	No
<b>Judicial Notice:</b>	No
<b>Annotations:</b>	No
<b>Edit:</b>	No
<b>Legislative Oversight:</b>	No
<b>Economic Impact Statement:</b>	No
<b>Emergency Rules:</b>	No
<b>In effect how long?</b>	

**MISCELLANEOUS:**

<b>Editorial Standards Manual/Guidelines:</b>	Yes
<b>Instruction in regulation drafting:</b>	No
<b>Seminars:</b>	No
<b>Consultations:</b>	No
<b>Manual:</b>	No
<b>Pre-publication review:</b>	No
<b>Liaison Representative Required:</b>	Yes

**When did you begin publishing the Register?** January 1982

**The *Kansas Register* is distributed free of charge to state depository libraries.**

**The *Kansas Register* is printed by an outside printer/publisher.**

**Copy for publication is prepared by the *Register* staff in-house and by the agencies.**

**COPIES OF THE KANSAS REGISTER MAY BE OBTAINED FROM:**

Secretary of State  
2nd Floor, State Capitol  
Topeka, Kansas 66612-1594

1986 SURVEY OF CODES AND REGISTERS

KANSAS

STATE: KANSAS

ADMINISTRATIVE CODE: *Kansas Administrative Regulations*

OFFICE AND STAFF:

Director: Revisor of Statutes

Address: 322 South

State Capitol

Topeka, Kansas 66612

Telephone: (913) 296-2321

Person to contact about information on this survey: Arden K. Ensley

Governing Agency: Revisor of Statutes

This office is under the legislature.

Total number of employees (FTE): 2 (Full-time: ; Part-time: )

Office Hours: 8:30 a.m. to 5:00 p.m., Monday thru Friday

BUDGET:

Salaries:

Printing Expenses:

Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	<u>  x  </u>	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received: Total

Amount received from subscriptions:

PUBLICATION:

Frequency of printing entire Code:

Number of sets printed in last complete publication: 2,000

Year entire Code last published: 1978 (Vols. 1 & 2 republished 1983; Vols. 3 & 4 republished 1984)

Supplementation frequency: Annually

Form of supplementation: Bound volume

CIRCULATION:

Number of paid subscribers:

Number of free subscribers:

Price per set: \$50

Number of volumes per set: 4

If sold by less than entire set, please answer the following:

How sold? Individual volumes

Price? \$17.50

Is supplement automatically sent to subscribers of entire Code? No

If not, is there a separate subscription for supplementation? Yes

Is supplementation covered by original price of entire Code? No

If not, please indicate the price for supplementation: \$15

How do you promote sales?

How do you distribute/mail?

Are subscribers billed or are they required to pay in advance?

FORMAT: Paperbound

1986 SURVEY OF CODES AND REGISTERS  
KANSAS

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**VOLUME:**

Pages per full set: 2,405  
Average pages per volume: 600  
Pages per supplement (average): 618

**LAW:**

Official Text:  
Judicial Notice:  
Annotations:  
Edit:  
Emergency rules included:

**COMPUTER COMPOSITION:**

Computer Use: Yes  
Searchable data base: No  
Microfiche: No  
Microfilm: No  
What type/brand of computer equipment do you use?  
What type/brand of software do you use?

**INDEXING:**

Does your Code contain one or more indices? Yes  
If so, please specify type(s):  
Indices are prepared in-house by staff members.

**ARRANGEMENT:**

The *Kansas Administrative Regulations* is arranged by agency.

**MISCELLANEOUS:**

When did you first publish your Code? 1965  
Is the Code distributed to depository libraries in your state free of charge?  
The *Kansas Administrative Regulations* contains nothing other than rules.  
The *Kansas Administrative Regulations* is published and printed in-house.

**COPIES OF THE KANSAS ADMINISTRATIVE REGULATIONS MAY BE OBTAINED FROM:**

Office of Secretary of State

1986 SURVEY OF CODES AND REGISTERS

KENTUCKY

STATE: KENTUCKY

ADMINISTRATIVE REGISTER: *Kentucky Administrative Register*

OFFICE AND STAFF:

Director: Susan Wunderlich, Regulations Compiler

Address: Legislative Research Commission  
Room 46, State Capitol  
Frankfort, Kentucky 40601

Telephone: (502) 564-8100

Person to contact about information on this survey: Susan Wunderlich

Governing Agency: Legislative Research Commission

This office is under the legislature.

Total number of employees (FTE): 7 (Full-time: 7; Part-time: 0)

Office Hours: 8:00 a.m. to 4:30 p.m., Monday thru Friday

BUDGET: (Included in LRC's operating budget)

Salaries:

Printing Expenses: In-house, no line item

Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received:

Amount received from subscriptions: \$52,351

FREQUENCY OF ISSUE: Monthly

CIRCULATION (as of January 1, 1986):

Number of paid subscribers: Approximately 800

Number of free subscribers: 62

Price per issue:

Price per subscription: \$48

Is the subscription and/or single issue price set by statute? No

If not, how are they determined? Based on printing costs

Length of subscription: One Year

How do you promote sales? No sales promotion

How do you distribute/mail? Bulk rate

Subscribers are billed.

VOLUME:

Average pages per issue (1985): 150

Pages per year (1985): 1,800

COMPUTER COMPOSITION:

Computer Use:

Yes

Searchable data base:

No; Will soon be completed

Microfiche:

No

Microfilm:

No

1986 SURVEY OF CODES AND REGISTERS

KENTUCKY

**CONTENT:**

<b>Proposed Rules:</b>	Full text
<b>Adopted Rules:</b>	No
<b>Emergency Rules:</b>	Full text
<b>Court Ordered Rules:</b>	No
<b>Executive Orders:</b>	No
<b>Proclamations:</b>	No
<b>State Contracts:</b>	No
<b>Executive Items:</b>	No
<b>Judicial Items:</b>	No
<b>Legislative Items:</b>	No
<b>Attorney General Opinions:</b>	No
<b>Other:</b>	Minutes of Admin. Regulation Review Subcommittee Meetings
<b>Open Meetings:</b>	No
<b>Public Hearings:</b>	Yes
<b>Index:</b>	Yes

**LAW:**

<b>Correction of Nonsubstantive Errors:</b>	Yes
<b>Correction of Substantive Errors:</b>	No; Agency must amend (KRS Ch. 13A)
<b>Official Text:</b>	No
<b>Judicial Notice:</b>	No
<b>Annotations:</b>	No
<b>Edit:</b>	No
<b>Legislative Oversight:</b>	Yes
<b>Economic Impact Statement:</b>	Yes
<b>Emergency Rules:</b>	Yes
In effect how long? 90 days from publication or when replaced by permanent regulation	

**MISCELLANEOUS:**

<b>Editorial Standards Manual/Guidelines:</b>	Yes
<b>Instruction in regulation drafting:</b>	No
<b>Seminars:</b>	No
<b>Consultations:</b>	No
<b>Manual:</b>	Yes
<b>Pre-publication review:</b>	No
<b>Liaison Representative Required:</b>	No
<b>When did you begin publishing the Register?</b>	1974
<b>The Kentucky Administrative Register is not distributed to depository libraries.</b>	
<b>The Kentucky Administrative Register is printed in-house.</b>	
<b>Copy for publication is generated by the Legislative Research Commission in-house.</b>	

**COPIES OF THE KENTUCKY ADMINISTRATIVE REGISTER MAY BE OBTAINED FROM:**

1986 SURVEY OF CODES AND REGISTERS

KENTUCKY

STATE: KENTUCKY

ADMINISTRATIVE CODE: *Kentucky Administrative Regulations Service*

OFFICE AND STAFF:

Director: Susan Wunderlich, Regulations Compiler  
Address: Legislative Research Commission  
Room 46, State Capitol  
Frankfort, Kentucky 40601  
Telephone: (502) 564-8100  
Person to contact about information on this survey: Susan Wunderlich  
Governing Agency: Legislative Research Commission  
This office is under the legislature.  
Total number of employees (FTE): 7 (Full-time: 7; Part-time: 0)  
Office Hours: 8:00 a.m. to 4:30 p.m., Monday thru Friday

BUDGET:

Salaries:  
Printing Expenses:  
Director's Salary (Optional):  
\_\_\_\_\_ Under \$10,000  
\_\_\_\_\_ \$15,000 - \$20,000  
\_\_\_\_\_ \$25,000 - \$30,000  
\_\_\_\_\_ \$35,000 - \$40,000  
\_\_\_\_\_ \$10,000 - \$15,000  
\_\_\_\_\_ \$20,000 - \$25,000  
\_\_\_\_\_ \$30,000 - \$35,000  
\_\_\_\_\_ over \$40,000  
Subsidy received:  
Amount received from subscriptions: \$60,000

PUBLICATION:

Frequency of printing entire Code: Annually  
Number of sets printed in last complete publication: 850  
Year entire Code last published: 1985  
Supplementation frequency: *Register* is considered supplement to *Code*.  
Form of supplementation:

CIRCULATION:

Number of paid subscribers: Approximately 720  
Number of free subscribers: 40  
Price per set: \$105 (\$140 for combination of *Register* and *Code*)  
Number of volumes per set: 7  
If sold by less than entire set, please answer the following:  
How sold?  
Price?  
Is supplement automatically sent to subscribers of entire Code? No  
If not, is there a separate subscription for supplementation? Yes  
Is supplementation covered by original price of entire Code? No  
If not, please indicate the price for supplementation: \$48  
How do you promote sales? None  
How do you distribute/mail? Bulk rate  
Subscribers are billed.

FORMAT: Paperbound

1986 SURVEY OF CODES AND REGISTERS

KENTUCKY

**VOLUME:**

Pages per full set: 4,200  
Average pages per volume: 600 (2 sided)  
Pages per supplement (average):

**LAW:**

Official Text: Yes  
Judicial Notice: No  
Annotations: No  
Edit: No  
Emergency rules included: Yes; Only if in effect at time of Code publication

**COMPUTER COMPOSITION:**

Computer Use: Yes  
Searchable data base: No; Will soon be available  
Microfiche: No  
Microfilm: No  
What type/brand of computer equipment do you use? Wang word processing; soon to be converted to text management facility  
What type/brand of software do you use? Wang

**INDEXING:**

Does your Code contain one or more indices? Yes  
If so, please specify type(s): Statute Cross-reference and Subject  
Indices are prepared in-house by staff members.

**ARRANGEMENT:**

The *Kentucky Administrative Regulations Service* is arranged by agency.

**MISCELLANEOUS:**

When did you first publish your Code? 1975  
The *Kentucky Administrative Regulations Service* is not distributed to depository libraries.  
The *Kentucky Administrative Regulations Service* contains nothing other than rules.  
The *Kentucky Administrative Regulations Service* is published and printed in-house.

**COPIES OF THE KENTUCKY ADMINISTRATIVE REGULATIONS SERVICE MAY BE OBTAINED FROM:**

Legislative Research Commission  
Attn: Joan Curtis  
Room 64, State Capitol  
Frankfort, KY 40601

1986 SURVEY OF CODES AND REGISTERS

LOUISIANA

STATE: LOUISIANA

ADMINISTRATIVE REGISTER: *Louisiana Register*

OFFICE AND STAFF:

Director: Mai Abington  
Address: P. O. Box 94095  
Baton Rouge, Louisiana 70804-9095  
Telephone: (504) 342-5015  
Person to contact about information on this survey: Nancy Midkiff  
Governing Agency: Division of Administration, Office of the Governor  
This office is under the Governor.  
Total number of employees (FTE): 4.875 (Full-time: 3; Part-time: 3)  
Office Hours: 8:00 a.m. to 5:00 p.m., Monday thru Friday

BUDGET:

Salaries: \$74,164.22  
Printing Expenses: \$35,655  
Director's Salary (Optional): \_\_\_\_\_ Under \$10,000 \_\_\_\_\_ \$10,000 - \$15,000  
\_\_\_\_\_ \$15,000 - \$20,000 \_\_\_\_\_ \$20,000 - \$25,000  
\_\_\_\_\_ \$25,000 - \$30,000 \_\_\_\_\_ \$30,000 - \$35,000  
\_\_\_\_\_ \$35,000 - \$40,000 \_\_\_\_\_ over \$40,000  
Subsidy received: \$162,718  
Amount received from subscriptions: \$65,160

FREQUENCY OF ISSUE: Monthly

CIRCULATION (as of January 1, 1986):

Number of paid subscribers: 938  
Number of free subscribers: 491  
Price per issue: \$7  
Price per subscription: \$40 - state agencies; \$80 - others  
Is the subscription and/or single issue price set by statute? No  
If not, how are they determined? By the director  
Length of subscription: 1 year  
How do you promote sales? None  
How do you distribute/mail? 2nd class mail and State Messenger Service  
Subscribers are required to pay in advance.

VOLUME:

Average pages per issue (1985): 101  
Pages per year (1985): 1,203

COMPUTER COMPOSITION:

Computer Use: No  
Searchable data base: No  
Microfiche: No  
Microfilm: No  
What do you use, if not a computer? Private publishing company

1986 SURVEY OF CODES AND REGISTERS

LOUISIANA

**CONTENT:**

<b>Proposed Rules:</b>	Full text or Notice only (Lengthy ones are referenced)
<b>Adopted Rules:</b>	Full Text
<b>Emergency Rules:</b>	Full text
<b>Court Ordered Rules:</b>	No
<b>Executive Orders:</b>	Full text
<b>Proclamations:</b>	No
<b>State Contracts:</b>	No
<b>Executive Items:</b>	Full text: Policy & Procedure Memoranda by the Division of Administration
<b>Judicial Items:</b>	No
<b>Legislative Items:</b>	Full text of Oversight Committee reports
<b>Attorney General Opinions:</b>	No
<b>Other:</b>	Full text: Potpourri; Notices: hearings (for information only)
<b>Open Meetings:</b>	No
<b>Public Hearings:</b>	Yes
<b>Index:</b>	Yes

**LAW:**

<b>Correction of Nonsubstantive Errors:</b>	Yes, Corrected by us with agency approval
<b>Correction of Substantive Errors:</b>	No, Only through APA, L.R.S. 49:950-970
<b>Official Text:</b>	No
<b>Judicial Notice:</b>	No
<b>Annotations:</b>	No
<b>Edit:</b>	No
<b>Legislative Oversight:</b>	Yes
<b>Economic Impact Statement:</b>	Yes
<b>Emergency Rules:</b>	Yes
<b>In effect how long?</b>	120 days

**MISCELLANEOUS:**

<b>Editorial Standards Manual/Guidelines:</b>	Yes
<b>Instruction in regulation drafting:</b>	Yes
<b>Seminars:</b>	Yes
<b>Consultations:</b>	Yes
<b>Manual:</b>	Yes
<b>Pre-publication review:</b>	Yes
<b>Liaison Representative Required:</b>	No

**When did you begin publishing the Register?** January 1975

**The Louisiana Register is distributed free of charge to state depository libraries.**

**The Louisiana Register is published by an outside printer.**

**Copy for publication is generated by the agencies.**

**Other information about your Register not explained above:** Copy originates at the agencies, is edited and proofread by our agency, and typeset and published by a private publishing company

**COPIES OF THE LOUISIANA REGISTER MAY BE OBTAINED FROM:**

Office of the State Register  
P. O. Box 94095  
Baton Rouge, Louisiana 70804-9095

1986 SURVEY OF CODES AND REGISTERS

LOUISIANA

STATE: LOUISIANA

ADMINISTRATIVE CODE: *Louisiana Administrative Code*

OFFICE AND STAFF:

Director: Mai Abington  
Address: P.O. Box 94095  
Baton Rouge, Louisiana 70804-9095  
Telephone: (504) 342-5015  
Person to contact about information on this survey: Nancy Midkiff, Editor  
Governing Agency: Division of Administration, Office of the Governor  
This office is under the Governor.  
Total number of employees (FTE): 4.875 (Full-time: 3; Part-time: 3)  
Office Hours: 8:00 a.m. to 5:00 p.m., Monday thru Friday

BUDGET:

Salaries:

Printing Expenses:

Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received:

Amount received from subscriptions:

PUBLICATION:

Frequency of printing entire Code: Undecided  
Number of sets printed in last complete publication: Code incomplete  
Year entire Code last published: Incomplete  
Supplementation frequency: Annually  
Form of supplementation: Bound volume

CIRCULATION:

Number of paid subscribers: Varies  
Number of free subscribers: 279  
Price per set: \$560  
Number of volumes per set: 14  
If sold by less than entire set, please answer the following:  
How sold? Each volume and supplement may be purchased separately  
Price? \$40 per volume; supplement price varies  
Is supplement automatically sent to subscribers of entire Code? No; notification is sent  
If not, is there a separate subscription for supplementation? Yes  
Is supplementation covered by original price of entire Code? No  
If not, please indicate the price for supplementation Varies according to number of pages  
How do you promote sales? Through the *Louisiana Register*, and direct mailing  
How do you distribute/mail? U.S. Postal Service and State Messenger Service  
Subscribers must pay in advance.

FORMAT: Paperbound

1986 SURVEY OF CODES AND REGISTERS

LOUISIANA

**VOLUME:**

Pages per full set: 10,000  
Average pages per volume: 600  
Pages per supplement (average): 63

**LAW:**

Official Text: No  
Judicial Notice: Yes  
Annotations: No  
Edit: No  
Emergency rules included: No

**COMPUTER COMPOSITION:**

Computer Use: No  
Searchable data base: No  
Microfiche: No  
Microfilm: No  
What type/brand of computer equipment do you use? Not applicable  
What type/brand of software do you use? Not applicable  
What do you use, if not computers? Private publishing company

**INDEXING:**

Does your Code contain one or more indices? Yes; one for each Title  
If so, please specify type(s): Alphabetical by key words within the Title  
Indices are prepared in-house by staff members.

**ARRANGEMENT:**

The *Louisiana Administrative Code* is arranged by agency.

**MISCELLANEOUS:**

When did you first publish your Code? November 1984  
The *Louisiana Administrative Code* is distributed free of charge to state depository libraries.  
The *Louisiana Administrative Code* also contains some Executive Orders and Policy and  
Procedure Memoranda issued by the Division of Administration.  
The *Louisiana Administrative Code* is published by an outside publisher.  
Other information about your Code not explained above: At this time four volumes and two  
supplements are available

**COPIES OF THE LOUISIANA ADMINISTRATIVE CODE MAY BE OBTAINED FROM:**

Office of the State Register  
P.O. Box 94095  
Baton Rouge, LA 70804-9095

1986 SURVEY OF CODES AND REGISTERS

MAINE

STATE: MAINE

ADMINISTRATIVE REGISTER: None

OFFICE AND STAFF:

Director: James S. Henderson, Deputy Secretary of State  
Address: Division of Administrative Procedures  
State House Station 101  
Augusta, Maine 04333  
Telephone: (207) 289-4189  
Person to contact about information on this survey: Lucille Weeks (207) 289-4184  
Governing Agency: State Department  
This office is under the Secretary of State.  
Total number of employees (FTE): 1 (Full-time: 1; Part-time: 0)  
Office Hours: 8:00 a.m. to 4:00 p.m., Monday thru Friday

BUDGET:

Salaries:  
Printing Expenses:  
Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received:  
Amount received from subscriptions:

FREQUENCY OF ISSUE:

CIRCULATION (as of January 1, 1986):

Number of paid subscribers:  
Number of free subscribers:  
Price per issue:  
Price per subscription:  
Is the subscription and/or single issue price set by statute?  
If not, how are they determined?  
Length of subscription:  
How do you promote sales?  
How do you distribute/mail?  
Are subscribers billed or are they required to pay in advance?

VOLUME:

Average pages per issue (1985):  
Pages per year (1985):

COMPUTER COMPOSITION:

Computer Use:  
Searchable data base:  
Microfiche:  
Microfilm:  
What do you use, if not a computer?

1986 SURVEY OF CODES AND REGISTERS

MAINE

**CONTENT:**

**Proposed Rules:**  
**Adopted Rules:**  
**Emergency Rules:**  
**Court Ordered Rules:**  
**Executive Orders:**  
**Proclamations:**  
**State Contracts:**  
**Executive Items:**  
**Judicial Items:**  
**Legislative Items:**  
**Attorney General Opinions:**  
**Other:**  
**Open Meetings:**  
**Public Hearings:**  
**Index:**

**LAW:**

**Correction of Nonsubstantive Errors:**  
**Correction of Substantive Errors:**  
**Official Text:**  
**Judicial Notice:**  
**Annotations:**  
**Edit:**  
**Legislative Oversight:**  
**Economic Impact Statement:**  
**Emergency Rules:**  
    **In effect how long?**

**MISCELLANEOUS:**

**Editorial Standards Manual/Guidelines:**  
**Instruction in regulation drafting:**  
    **Seminars:**  
    **Consultations:**  
    **Manual:**  
    **Pre-publication review:**  
    **Liaison Representative Required:**  
    **Other (specify):**

**When did you begin publishing the Register?**

**Is the Register distributed to depository libraries in your state free of charge?**

**Is the Register printed in-house or by an outside publisher/printer?**

**Is the copy for publication generated by your agency in-house, by the publisher or by the agencies?**

**Other information about your Register not explained above:**

**Where can copies of your Register be obtained:**

1986 SURVEY OF CODES AND REGISTERS

MAINE

STATE: MAINE

ADMINISTRATIVE CODE: *Code of Maine Rules*

OFFICE AND STAFF:

Director: James S. Henderson, Deputy Secretary of State

Address: Division of Administrative Procedures

State House Station 101

Augusta, Maine 04333

Telephone: (207) 289-4189

Person to contact about information on this survey: Lucille Weeks (207) 289-4184

Governing Agency: State Department

This office is under the Secretary of State.

Total number of employees (FTE): 1 (Full-time: 1; Part-time: 0)

Office Hours: 8:00 a.m. to 4:00 p.m., Monday thru Friday

BUDGET: (*Code is privately printed at no cost to the state*)

Salaries:

Printing Expenses:

Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received:

Amount received from subscriptions:

PUBLICATION:

Frequency of printing entire Code:

Number of sets printed in last complete publication:

Year entire Code last published: March 1986

Supplementation frequency: Monthly

Form of supplementation: Replacement pages

CIRCULATION:

Number of paid subscribers:

Number of free subscribers:

Price per set: \$295

Number of volumes per set: 4

If sold by less than entire set, please answer the following:

How sold? Individual volumes can be purchased separately

Price? \$100

Is supplement automatically sent to subscribers of entire Code? Yes

Is supplementation covered by original price of entire Code? Yes

How do you promote sales?

How do you distribute/mail?

Subscribers are billed.

FORMAT: Loose-leaf

1986 SURVEY OF CODES AND REGISTERS

MAINE

**VOLUME:**

Pages per full set: 2400  
Average pages per volume: 600  
Pages per supplement (average): ?

**LAW:**

Official Text:  
Judicial Notice:  
Annotations:  
Edit:  
Emergency rules included:

**COMPUTER COMPOSITION:**

Computer Use:  
Searchable data base:  
Microfiche:  
Microfilm:  
What type/brand of computer equipment do you use?  
What type/brand of software do you use?  
What do you use, if not computers?

**INDEXING:**

Does your Code contain one or more indices? Yes  
If so, please specify type(s): List of the contents of each volume  
Indices are prepared by the publisher.

**ARRANGEMENT:**

The *Code of Maine Rules* is arranged by agency.

**MISCELLANEOUS:**

When did you first publish your Code? March, 1986  
The *Code of Maine Rules* is not distributed to depository libraries.  
The *Code of Maine Rules* contains nothing other than rules.  
The *Code of Maine Rules* is published by an outside publisher.  
Other information about your Code not explained above: Only 20 agencies included

**COPIES OF THE CODE OF MAINE RULES MAY BE OBTAINED FROM:**

Weil and Firth, Inc.  
2 Central Plaza  
Augusta, Maine 04330  
(207) 622-4406

1986 SURVEY OF CODES AND REGISTERS

MARYLAND

STATE: MARYLAND

ADMINISTRATIVE REGISTER: *Maryland Register* (Md.R.) and *Maryland Register State Contract Supplement* (Md.R. S.C.S.)

OFFICE AND STAFF:

Director: Robert J. Colborn, Jr.  
Address: P.O. Box 802  
11 Bladen Street  
Annapolis, Maryland 21404  
Telephone: (301) 269-2486  
Person to contact about information on this survey: Robert J. Colborn, Jr.  
Governing Agency: Division of State Documents  
This office is under the Secretary of State.  
Total number of employees (FTE): 6 (Full-time: 4; Part-time: 3)  
Office Hours: 9:00 a.m. to 5:00 p.m., Monday thru Friday

BUDGET:

Salaries: \$106,700  
Printing Expenses: \$190,000 (printing & composition)  
Director's Salary (Optional):  
\_\_\_\_\_ Under \$10,000                      \_\_\_\_\_ \$10,000 - \$15,000  
\_\_\_\_\_ \$15,000 - \$20,000                      \_\_\_\_\_ \$20,000 - \$25,000  
\_\_\_\_\_ \$25,000 - \$30,000                      \_\_\_\_\_ \$30,000 - \$35,000  
\_\_\_\_\_ \$35,000 - \$40,000                      \_\_\_\_\_ x over \$40,000

Subsidy received: 10%  
Amount received from subscriptions: \$170,000

FREQUENCY OF ISSUE: Md.R. is published bi-weekly and Md.R. S.C.S. is published on alternate weeks

CIRCULATION (as of January 1, 1986):

Number of paid subscribers: 2,700 - Md.R.; 1,600 - Md.R. S.C.S.  
Number of free subscribers: 400 - Md.R.; 200 Md.R. S.C.S.  
Price per issue: \$3  
Price per subscription: \$75 - Md.R.; \$25 - Md.R. S.C.S.  
Is the subscription and/or single issue price set by statute? No  
If not, how are they determined? By legislative committee  
Length of subscription: 1 year  
How do you promote sales? Flyers distributed by State agencies; 1st class mail solicitations  
How do you distribute/mail? Subscription fulfillment house  
Subscribers are required to pay in advance.

VOLUME:

Average pages per issue (1985): 100 - Md.R.; 10 - Md.R. S.C.S.  
Pages per year (1985): 2,600 - Md.R.; 1,600 - Md.R. S.C.S.

COMPUTER COMPOSITION:

Computer Use: Yes  
Searchable data base: Yes; Adopted and emergency regs. in Md.R.  
Microfiche: No  
Microfilm: No

# 1986 SURVEY OF CODES AND REGISTERS

## MARYLAND

### CONTENT:

<b>Proposed Rules:</b>	Full text
<b>Adopted Rules:</b>	Notice only; Full text of any changes added when adopted
<b>Emergency Rules:</b>	Full text
<b>Court Ordered Rules:</b>	Full text
<b>Executive Orders:</b>	Full text
<b>Proclamations:</b>	Full text
<b>State Contracts:</b>	Notice only
<b>Executive Items:</b>	Full text
<b>Judicial Items:</b>	Full text
<b>Legislative Items:</b>	Notice only; Synopses of bills introduced
<b>Attorney General Opinions:</b>	Notice only; Synopses of AG's opinions
<b>Other:</b>	Full text of State Ethics Committee Opinions
<b>Open Meetings:</b>	Yes
<b>Public Hearings:</b>	Yes
<b>Index:</b>	Yes (quarterly)

### LAW:

<b>Correction of Nonsubstantive Errors:</b>	Yes
<b>Correction of Substantive Errors:</b>	No
<b>Official Text:</b>	Yes
<b>Judicial Notice:</b>	Yes
<b>Annotations:</b>	Yes
<b>Edit:</b>	Yes
<b>Legislative Oversight:</b>	Yes
<b>Economic Impact Statement:</b>	Yes
<b>Emergency Rules:</b>	Yes

In effect how long? May be any time, but usually 120 days

### MISCELLANEOUS:

<b>Editorial Standards Manual/Guidelines:</b>	Yes
<b>Instruction in regulation drafting:</b>	Yes
<b>Seminars:</b>	Yes
<b>Consultations:</b>	Yes
<b>Manual:</b>	Yes
<b>Pre-publication review:</b>	Yes
<b>Liaison Representative Required:</b>	Yes

When did you begin publishing the Register? 1974

The *Maryland Register* is distributed free of charge to state depository libraries.

The *Maryland Register* is published by an outside publisher/printer.

Copy for publication is generated by the Division of State documents in-house and by the publisher.\*

Other information about your Register not explained above: \* Contract information and general notices only are published in-house

### COPIES OF THE MARYLAND REGISTER MAY BE OBTAINED FROM:

Maryland Register Circulation Manager  
P.O. Box 802  
Annapolis, Maryland 21404

1986 SURVEY OF CODES AND REGISTERS

MARYLAND

STATE: MARYLAND

ADMINISTRATIVE CODE: *Code of Maryland Regulations (COMAR)*

OFFICE AND STAFF:

Director: Robert J. Colborn, Jr.

Address: 11 Bladen Street  
P.O. Box 802  
Annapolis, Maryland 21404

Telephone: (301) 269-2486

Person to contact about information on this survey: Dennis C. Schnepfe

Governing Agency: Division of State Documents

This office is under the Secretary of State.

Total number of employees (FTE): 14 (Full-time: 12; Part-time: 4)

Office Hours: 9:00 a.m. to 5:00 p.m., Monday thru Friday

BUDGET:

Salaries: \$120,000

Printing Expenses: \$107,000 (printing and composition)

Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000
x			

Subsidy received: 23%

Amount received from subscriptions: \$82,500

PUBLICATION:

Frequency of printing entire Code: Once

Number of sets printed in last complete publication: Varies (printed by title as needed)

Year entire Code last published: N/A

Supplementation frequency: Annual

Form of supplementation: Replacement pages

CIRCULATION:

Number of paid subscribers: 2,800

Number of free subscribers: 110

Price per set: \$500

Number of volumes per set: 24

If sold by less than entire set, please answer the following:

How sold? By Title

Price? Varies

Is supplement automatically sent to subscribers of entire Code? No

If not, is there a separate subscription for supplementation? Yes

Is supplementation covered by original price of entire Code? For first year only

If not, please indicate the price for supplementation: \$195 a year

How do you promote sales? Direct mail

How do you distribute/mail? U.S. mail book rate

Subscribers are required to pay in advance.

FORMAT: Loose-leaf

1986 SURVEY OF CODES AND REGISTERS

MARYLAND

**VOLUME:**

Pages per full set: 14,000  
Average pages per volume: 600  
Pages per supplement (average): 130

**LAW:**

Official Text: Yes  
Judicial Notice: Yes  
Annotations: Yes  
Edit: Yes  
Emergency rules included: No

**COMPUTER COMPOSITION:**

Computer Use: Yes; Will begin in Fall, 1986  
Searchable data base: Yes  
Microfiche: No  
Microfilm: No  
What type/brand of computer equipment do you use? IBM  
What type/brand of software do you use? BRS/SEARCH

**INDEXING:**

Does your Code contain one or more indices? Yes  
If so, please specify type(s): By title from chapter and regulation headings  
Indices are prepared in-house by staff members.

**ARRANGEMENT:**

The *Code of Maryland Regulations* is arranged by agency.

**MISCELLANEOUS:**

When did you first publish your Code? 1977  
The *Code of Maryland Regulations* is distributed free of charge of state depository libraries.  
The *Code of Maryland Regulations* also contains Executive orders and Ethics Commission  
Advisory Opinions.  
The *Code of Maryland Regulations* is published in-house and printed by an outside printer.

**COPIES OF THE CODE OF MARYLAND REGULATIONS MAY BE OBTAINED FROM:**

Division of State Documents  
P.O. Box 802  
Annapolis, Maryland 21404

1986 SURVEY OF CODES AND REGISTERS

MASSACHUSETTS

STATE: MASSACHUSETTS

ADMINISTRATIVE REGISTER: *Massachusetts Register*

OFFICE AND STAFF:

Director: Kathryn K. Maillett  
Address: Room 74, State House  
Boston, Massachusetts 02133  
Telephone: (617) 727-2831  
Person to contact about information on this survey: Kathryn K. Maillett  
Governing Agency: Massachusetts Regulations Division  
This office is under the Secretary of State.  
Total number of employees (FTE): 7 (Full-time: 5; Part-time: 2)  
Office Hours: 8:45 a.m. to 5:00 p.m., Monday thru Friday

BUDGET:

Salaries:  
Printing Expenses: \$30,000  
Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____ x	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received:  
Amount received from subscriptions: \$40,000

FREQUENCY OF ISSUE: Weekly

CIRCULATION (as of January 1, 1986):

Number of paid subscribers: 365  
Number of free subscribers: 25  
Price per issue: \$1.25  
Price per subscription: \$125  
Is the subscription and/or single issue price set by statute? No  
If not, how are they determined? Cost  
Length of subscription: Annual  
How do you promote sales? Periodic advertisement in Lawyers' Weekly, Boston Business Journal  
How do you distribute/mail? Mail; limited over the counter sales of separate issues  
Subscribers are billed.

VOLUME:

Average pages per issue (1985): 60  
Pages per year (1985): 3,500

COMPUTER COMPOSITION:

Computer Use: Yes, Input from compatible media or optical scanner copy  
Searchable data base: Yes  
Microfiche: No  
Microfilm: Yes, Original file is filmed, not marketed as yet

1986 SURVEY OF CODES AND REGISTERS  
MASSACHUSETTS

**CONTENT:**

<b>Proposed Rules:</b>	Notice only; Agency required to have copies of proposed
<b>Adopted Rules:</b>	Full text
<b>Emergency Rules:</b>	Full text; Effective 90 days unless APA complied with
<b>Court Ordered Rules:</b>	Notice only; Published separately by the court
<b>Executive Orders:</b>	Full text
<b>Proclamations:</b>	Notice only
<b>State Contracts:</b>	Notice only; Published by division as separate serial
<b>Executive Items:</b>	Full text; discretionary
<b>Judicial Items:</b>	No
<b>Legislative Items:</b>	Notice only; Session laws published by division separately
<b>Attorney General Opinions:</b>	Full text; Also cumulative numeric & subject index
<b>Other:</b>	State register of historic places, add'ns and decisions; monthly cumulative table of calendar year regulation filings
<b>Open Meetings:</b>	No
<b>Public Hearings:</b>	Yes
<b>Index:</b>	Yes; by agency

**LAW:**

<b>Correction of Nonsubstantive Errors:</b>	Yes
<b>Correction of Substantive Errors:</b>	No
<b>Official Text:</b>	Yes
<b>Judicial Notice:</b>	Yes
<b>Annotations:</b>	No
<b>Edit:</b>	Yes; For format, not substance
<b>Legislative Oversight:</b>	Yes, but limited to a few agencies
<b>Economic Impact Statement:</b>	No
<b>Emergency Rules:</b>	Yes
In effect how long? 90 days	

**MISCELLANEOUS:**

<b>Editorial Standards Manual/Guidelines:</b>	Yes, First issued 1978, reissued 6/86
<b>Instruction in regulation drafting:</b>	Yes
<b>Seminars:</b>	No
<b>Consultations:</b>	Yes
<b>Manual:</b>	Yes
<b>Pre-publication review:</b>	Yes, Unofficial
<b>Liaison Representative Required:</b>	No
<b>When did you begin publishing the Register?</b>	1976
<b>The Massachusetts Register is not distributed to depository libraries.</b>	
<b>The Massachusetts Register is published in-house.</b>	
<b>Copy for publication is generated by the Massachusetts Regulations Division in-house.</b>	
<b>Other information about your Register not explained above:</b>	Beginning 10/86 register will be published as code supplement pages

**COPIES OF THE MASSACHUSETTS REGISTER MAY BE OBTAINED FROM:**

Secretary of State/State Bookstore  
Room 116, State House  
Boston, Massachusetts 02133

1986 SURVEY OF CODES AND REGISTERS  
MASSACHUSETTS

STATE: MASSACHUSETTS

ADMINISTRATIVE CODE: *Code of Massachusetts Regulations (Code or CMR)*

OFFICE AND STAFF:

Director: Kathryn K. Maillett  
Address: Room 74, State House  
Boston, Massachusetts 02133  
Telephone: (617) 727-2831  
Person to contact about information on this survey: Kathryn K. Maillett  
Governing Agency: Massachusetts Regulations Division  
This office is under the Secretary of State.  
Total number of employees (FTE): 7 (Full-time: 5; Part-time: 2)  
Office Hours: 8:45 a.m. to 5:00 p.m., Monday thru Friday

BUDGET:

Salaries: N/A, combined with other functions

Printing Expenses: \$30,000

Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	<u>  x  </u>	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received: N/A

Amount received from subscriptions: \$25,000

PUBLICATION:

Frequency of printing entire Code: First printing 1/78, second printing 1/87  
Number of sets printed in last complete publication: 250 in 1978, 750 + to be reprinted in 1/87  
Year entire Code last published: 1978  
Supplementation frequency: Quarterly, beginning 1/87 weekly in the register  
Form of supplementation: Replacement pages

CIRCULATION:

Number of paid subscribers: 225

Number of free subscribers: 25

Price per set: \$470 (1978)

Number of volumes per set: 24 (price & no. for '87 reprint not known)

If sold by less than entire set, please answer the following:

How sold? Individual regulations, related subjects or complete title

Price? Varies by size: 25¢ to \$24

Is supplementation automatically sent to subscribers of entire Code? No

If not, is there a separate subscription for supplementation? Yes

Is supplementation covered by original price of entire Code? No

If not, please indicate the price for supplementation: \$125 annual until 1987, combined subscription to *Register* and *Code* will be approximately \$250

How do you promote sales? Periodic ads in Trade Journal

How do you distribute/mail? Parcel post; 1987 will be second class mail

Subscribers are billed.

FORMAT: Loose-leaf and microfilm

1986 SURVEY OF CODES AND REGISTERS  
MASSACHUSETTS

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**VOLUME:**

Pages per full set: 17,000  
Average pages per volume: 700  
Pages per supplement (average): 1,400

**LAW:**

Official Text: Yes  
Judicial Notice: Yes  
Annotations: No  
Edit: No  
Emergency rules included: No; Included if public review requirements of APA are met during 90 days emergency is in effect

**COMPUTER COMPOSITION:**

Computer Use: Yes  
Searchable data base: Yes  
Microfiche: No  
Microfilm: Yes; Microfilm is original file, has not been marketed  
What type/brand of computer equipment do you use? WANG VS 100/LIS 12 Laser Printer  
What type/brand of software do you use?

**INDEXING:**

Does your Code contain one or more indices? Not complete yet  
If so, please specify type(s)  
Indices are prepared in-house by staff members.

**ARRANGEMENT:**

The *Code of Massachusetts Regulations* is arranged by agency.

**MISCELLANEOUS:**

When did you first publish your Code? 1978  
The *Code of Massachusetts Regulations* is not distributed to depository libraries.  
The *Code of Massachusetts Regulations* contains nothing other than rules.  
The *Code of Massachusetts Regulations* is published and printed in-house.

**COPIES OF THE CODE OF MASSACHUSETTS REGULATIONS MAY BE OBTAINED FROM:**

Until 1987 *code* available in parts, complete *code* available January, 1987  
Secretary of State Bookstore  
Room 116, State House  
Boston, Massachusetts 02133

1986 SURVEY OF CODES AND REGISTERS

MICHIGAN

STATE: MICHIGAN

ADMINISTRATIVE REGISTER: *Michigan Register*

OFFICE AND STAFF:

Director: Roger Peters, Legal Editor
Address: Legislative Service Bureau
125 West Allegon
Lansing, Michigan 48913
Telephone: (517) 373-7343
Person to contact about information on this survey: Roger Peters, Legal Editor
Governing Agency: Legislative Council
This office is under the legislature.
Total number of employees (FTE): 8 (Full-time: 5; Part-time: 3)
Office Hours: 8:30 a.m. to 5:00 p.m.

BUDGET:

Salaries: \$36,000 (prorated)
Printing Expenses: \$31,000
Director's Salary (Optional):
Under \$10,000
\$10,000 - \$15,000
\$15,000 - \$20,000
\$20,000 - \$25,000
\$25,000 - \$30,000
\$30,000 - \$35,000
\$35,000 - \$40,000
over \$40,000

Subsidy received:
Amount received from subscriptions:

FREQUENCY OF ISSUE: Monthly

CIRCULATION (as of January 1, 1986):

Number of paid subscribers: 1,021
Number of free subscribers: 894
Price per issue: N/A
Price per subscription: \$50/year
Is the subscription and/or single issue price set by statute? No
If not, how are they determined? Cost of publication
Length of subscription: 1 year
How do you promote sales? Direct mail, advertising, seminars, etc.
How do you distribute/mail? 1st class mail
Subscribers are required to pay in advance.

VOLUME:

Average pages per issue (1985): 175
Pages per year (1985): 2,100

COMPUTER COMPOSITION:

Computer Use: Yes, Macintosh computer used to generate camera-ready copy
Searchable data base: No
Microfiche: No
Microfilm: No

1986 SURVEY OF CODES AND REGISTERS

MICHIGAN

**CONTENT:**

<b>Proposed Rules:</b>	Full text
<b>Adopted Rules:</b>	Full text
<b>Emergency Rules:</b>	Full text
<b>Court Ordered Rules:</b>	No
<b>Executive Orders:</b>	Full text
<b>Proclamations:</b>	No
<b>State Contracts:</b>	No
<b>Executive Items:</b>	No
<b>Judicial Items:</b>	No
<b>Legislative Items:</b>	Full text
<b>Attorney General Opinions:</b>	Full text
<b>Open Meetings:</b>	No
<b>Public Hearings:</b>	Yes
<b>Index:</b>	Yes

**LAW:**

<b>Correction of Nonsubstantive Errors:</b>	Yes and No
<b>Correction of Substantive Errors:</b>	No
<b>Official Text:</b>	Yes
<b>Judicial Notice:</b>	Yes
<b>Annotations:</b>	Yes
<b>Edit:</b>	Yes
<b>Legislative Oversight:</b>	Yes
<b>Economic Impact Statement:</b>	Yes
<b>Emergency Rules:</b>	Yes
<b>In effect how long?</b>	

**MISCELLANEOUS:**

<b>Editorial Standards Manual/Guidelines:</b>	Yes
<b>Instruction in regulation drafting:</b>	Yes
<b>Seminars:</b>	Yes
<b>Consultations:</b>	Yes
<b>Manual:</b>	Yes
<b>Pre-publication review:</b>	Yes
<b>Liaison Representative Required:</b>	Yes
<b>When did you begin publishing the Register?</b>	1984
<b>The <i>Michigan Register</i> is distributed free of charge to state depository libraries.</b>	
<b>The <i>Michigan Register</i> is printed by an outside publisher/printer.</b>	
<b>Copy for publication is generated by the agencies.</b>	

**COPIES OF THE MICHIGAN REGISTER MAY BE OBTAINED FROM:**

Department of Management and Budget  
P.O. Box 30026 - Office Services  
Lansing, Michigan 48909

1986 SURVEY OF CODES AND REGISTERS

MICHIGAN

STATE: MICHIGAN

ADMINISTRATIVE CODE: *Michigan Administrative Code*

OFFICE AND STAFF:

Director: Roger Peters, Legal Editor  
Address: Legislative Service Bureau  
125 West Allegon  
Lansing, Michigan 48913  
Telephone: (517) 373-7343  
Person to contact about information on this survey: Roger Peters  
Governing Agency: Legislative Service Bureau  
This office is under the legislature.  
Total number of employees (FTE): 8 (Full-time: 5; Part-time: 3)  
Office Hours: 8:30 a.m. to 5:00 p.m.

BUDGET:

Salaries:  
Printing Expenses:  
Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received:  
Amount received from subscriptions:

PUBLICATION:

Frequency of printing entire Code: 10 year intervals  
Number of sets printed in last complete publication:  
Year entire Code last published: 1979  
Supplementation frequency: Annually  
Form of supplementation: Bound volume

CIRCULATION:

Number of paid subscribers: 1,300  
Number of free subscribers: 1,000  
Price per set: \$95  
Number of volumes per set: 3  
If sold by less than entire set, please answer the following:  
How sold?  
Price?  
Is supplement automatically sent to subscribers of entire Code? No  
If not, is there a separate subscription for supplementation? Yes  
Is supplementation covered by original price of entire Code? No  
If not, please indicate the price for supplementation: Varies, \$12 - \$20 a year  
How do you promote sales? Advertising, seminars, direct mail  
How do you distribute/mail? U.S. Mail  
Subscribers are required to pay in advance.

FORMAT: Hardbound

1986 SURVEY OF CODES AND REGISTERS

MICHIGAN

**VOLUME:**

Pages per full set: 5,238  
Average pages per volume: 1,750  
Pages per supplement (average): 600

**LAW:**

Official Text: Yes  
Judicial Notice: Yes  
Annotations: No  
Edit: Yes  
Emergency rules included: No

**COMPUTER COMPOSITION:**

Computer Use: Yes  
Searchable data base: No  
Microfiche: No  
Microfilm: No  
What type/brand of computer equipment do you use? Tandem  
What type/brand of software do you use?

**INDEXING:**

Does your Code contain one or more indices? Yes  
If so, please specify type(s) Subject matter, agency  
Indices are prepared in-house by staff members.

**ARRANGEMENT:**

The *Michigan Administrative Code* is arranged by subject matter.

**MISCELLANEOUS:**

When did you first publish your Code? 1944  
The *Michigan Administrative Code* is distributed free of charge to state depository libraries.  
The *Michigan Administrative Code* contains nothing other than rules.  
The *Michigan Administrative Code* is published in-house and printed by an outside printer.

**COPIES OF THE MICHIGAN ADMINISTRATIVE CODE MAY BE OBTAINED FROM:**

Department of Management and Budget  
P.O. Box 30026 - Office Services  
Lansing, Michigan 48909

1986 SURVEY OF CODES AND REGISTERS

MINNESOTA

STATE: MINNESOTA

ADMINISTRATIVE REGISTER: *Minnesota State Register*

OFFICE AND STAFF:

Director: Stephen A. Ordahl  
Address: 117 University Avenue  
St. Paul, Minnesota 55155  
Telephone: (612) 297-2553  
Person to contact about information on this survey: Editor: Robin Panlener  
Governing Agency: Minnesota Department of Administration  
This office is under the Commissioner of Administration (Executive).  
Total number of employees (FTE): 1.65 (Full-time: ; Part-time: )  
Office Hours: 7:30 a.m. to 4:30 p.m., Monday thru Friday

BUDGET:

Salaries: \$62,500  
Printing Expenses: \$130,000  
Director's Salary (Optional):  

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	x over \$40,000

Subsidy received: None  
Amount received from subscriptions: 45% of expenses

FREQUENCY OF ISSUE: Weekly

CIRCULATION (as of January 1, 1986):

Number of paid subscribers: 710  
Number of free subscribers: 125  
Price per issue: \$3.25  
Price per subscription: \$130  
Is the subscription and/or single issue price set by statute? No  
If not, how are they determined? Market pricing  
Length of subscription: Annual or 3 month convertible trial  
How do you promote sales? Direct mail, some print advertising  
How do you distribute/mail? 2nd class  
Subscribers are required to pay in advance.

VOLUME:

Average pages per issue (1985): 53.5  
Pages per year (1985): 2,780

COMPUTER COMPOSITION:

Computer Use: Yes  
Searchable data base: Yes  
Microfiche: Yes  
Microfilm: No

# 1986 SURVEY OF CODES AND REGISTERS

## MINNESOTA

### CONTENT:

<b>Proposed Rules:</b>	Full text
<b>Adopted Rules:</b>	Full text, as differ from proposed
<b>Emergency Rules:</b>	Full text
<b>Court Ordered Rules:</b>	No
<b>Executive Orders:</b>	Full text
<b>Proclamations:</b>	No
<b>State Contracts:</b>	Notice only
<b>Executive Items:</b>	Full text
<b>Judicial Items:</b>	Notice only; Synopses of Supreme and Tax Court decisions
<b>Legislative Items:</b>	No
<b>Attorney General Opinions:</b>	No
<b>Other:</b>	Notice only: Supreme Court Calendar
<b>Open Meetings:</b>	Yes
<b>Public Hearings:</b>	Yes
<b>Index:</b>	Yes

### LAW:

<b>Correction of Nonsubstantive Errors:</b>	No
<b>Correction of Substantive Errors:</b>	Yes
<b>Official Text:</b>	No
<b>Judicial Notice:</b>	Yes
<b>Annotations:</b>	No
<b>Edit:</b>	No
<b>Legislative Oversight:</b>	No
<b>Economic Impact Statement:</b>	No
<b>Emergency Rules:</b>	Yes
<b>In effect how long?</b>	

### MISCELLANEOUS:

<b>Editorial Standards Manual/Guidelines:</b>	Yes; Revisor of Statutes publishes
<b>Instruction in regulation drafting:</b>	Yes
<b>Seminars:</b>	Yes
<b>Consultations:</b>	Yes
<b>Manual:</b>	Yes; Revisor of Statutes publishes
<b>Pre-publication review:</b>	No
<b>Liaison Representative Required:</b>	Yes
<b>When did you begin publishing the Register?</b>	July 1976
<b>The <i>Minnesota State Register</i> is distributed free of charge to state depository libraries.</b>	
<b>The <i>Minnesota State Register</i> is published by an outside printer/publisher.</b>	
<b>Copy for publication is generated by the agencies working with Revisor of Statutes and Attorney General.</b>	

**Other information about your Register not explained above:** Revisor of Statutes is responsible for rule drafting and publishing. Our department publishes and sells the State Register, rule sets and rule extracts. We work closely with the Revisor which is in the Legislative branch. We are in the Executive branch.

### COPIES OF THE MINNESOTA STATE REGISTER MAY BE OBTAINED FROM:

Minnesota Documents Division  
117 University Avenue  
St. Paul, Minnesota 55155

1986 SURVEY OF CODES AND REGISTERS

MINNESOTA

STATE: MINNESOTA

ADMINISTRATIVE CODE: *Minnesota Rules*

OFFICE AND STAFF:

Director: Stephen C. Cross, Revisor of Statutes

Address: 700 State Office Building  
St. Paul, Minnesota 55155

Telephone: (612) 296-2868

Person to contact about information on this survey: Marcia Waldron

Governing Agency: Revisor of Statutes Office

This office is under the legislature.

Total number of employees (FTE): 50 (Full-time: 44; Part-time: 12)

Office Hours: 8:30 a.m. to 4:30 p.m., Monday thru Friday (or when Legislature is in session)

BUDGET: (Total office budget is \$2,985,100)

Salaries: \$1,456,300

Printing Expenses: \$403,100 (all publications) (Rules printing budget = \$260,000 with 50% of cost recovered)

Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____ x	over \$40,000

Subsidy received: Total \$2,773,900

Amount received from subscriptions: \$211,200

PUBLICATION:

Frequency of printing entire Code: Every odd-numbered year

Number of sets printed in last complete publication: 1,000

Year entire Code last published: 1985

Supplementation frequency: Twice each even-numbered year

Form of supplementation: Pocket Parts

CIRCULATION:

Number of paid subscribers: 700

Number of free subscribers: 300

Price per set: \$125

Number of volumes per set: 10

If sold by less than entire set, please answer the following:

How sold? Per volume (when available)

Price? \$13

Is supplement automatically sent to subscribers of entire Code? No

If not, is there a separate subscription for supplementation? Yes

Is supplementation covered by original price of entire Code? No

If not, please indicate the price for supplementation: \$15 / \$25

How do you promote sales? Ads; Convention Displays; Brochure

How do you distribute/mail? By State Register and Public Documents Division of Dept. of Admin.

Subscribers are required to pay in advance.

FORMAT: Hardbound

(Note: Office has many other functions in addition to rule drafting and publishing.)

# 1986 SURVEY OF CODES AND REGISTERS

## MINNESOTA

### VOLUME:

Pages per full set: 10,000  
Average pages per volume: 1,000  
Pages per supplement (average): 1,200 - 2,400

### LAW:

Official Text: Yes  
Judicial Notice: No  
Annotations: No  
Edit: Yes  
Emergency rules included: No; Some -- not usually

### COMPUTER COMPOSITION:

Computer Use: Yes  
Searchable data base: Yes  
Microfiche: No  
Microfilm: No  
What type/brand of computer equipment do you use? IBM 4341-2  
What type/brand of software do you use? VM / SP operating system, all in-house written software

### INDEXING:

Does your Code contain one or more indices? Yes  
If so, please specify type(s): Subject index  
Indices are prepared in-house by staff members.

### ARRANGEMENT:

The *Minnesota Rules* is arranged by agency.

### MISCELLANEOUS:

When did you first publish your Code? 1983  
The *Minnesota Rules* is distributed free of charge to county libraries on request.  
The *Minnesota Rules* also contains preface, user guide, chapter table, cross reference table, statutory authority table, amendment table, incorporation by reference table, historical notes, statutory authority cites, editorial notes, index, user reply insert.  
The *Minnesota Rules* is edited in-house with composition and printing done by an outside publisher/printer.  
Other information about your Code not explained above: Office drafts administrative rules, provides outside agencies instruction in drafting, seminars, consultations, publishes a drafting manual, certifies rules as to form

### COPIES OF THE MINNESOTA RULES MAY BE OBTAINED FROM:

State Register and Public Documents Division  
Department of Administration  
117 University Avenue  
St Paul, Minnesota 55155

1986 SURVEY OF CODES AND REGISTERS

MISSISSIPPI

STATE: MISSISSIPPI

ADMINISTRATIVE REGISTER: *The Mississippi Register*

OFFICE AND STAFF:

Director: Ermea J. Russell  
Address: 401 Mississippi Street  
Post Office Box 136  
Jackson, Mississippi 39205-0136  
Telephone: (601) 359-1350  
Person to contact about information on this survey: Ermea J. Russell  
Governing Agency: Office of the Secretary of State  
This office is under the Secretary of State.  
Total number of employees (FTE): (Full-time: ; Part-time: )  
Office Hours: 8:00 a.m. to 5:00 p.m., Monday thru Friday

BUDGET:

Salaries: N/A  
Printing Expenses: 0  
Director's Salary (Optional):  
\_\_\_\_\_ Under \$10,000  
\_\_\_\_\_ \$15,000 - \$20,000  
\_\_\_\_\_ \$25,000 - \$30,000  
\_\_\_\_\_ \$35,000 - \$40,000  
\_\_\_\_\_ \$10,000 - \$15,000  
\_\_\_\_\_ \$20,000 - \$25,000  
\_\_\_\_\_ \$30,000 - \$35,000  
\_\_\_\_\_ over \$40,000  
Subsidy received: 0  
Amount received from subscriptions: 0

FREQUENCY OF ISSUE: Temporarily suspended

CIRCULATION (as of January 1, 1986):

Number of paid subscribers: 0  
Number of free subscribers: 0  
Price per issue: 0  
Price per subscription: 0  
Is the subscription and/or single issue price set by statute? No  
If not, how are they determined? Cost to agency  
Length of subscription: One year  
How do you promote sales? None  
How do you distribute/mail? U.S. mail  
Subscribers are required to pay in advance.

VOLUME:

Average pages per issue (1985): 0  
Pages per year (1985): 0

COMPUTER COMPOSITION:

Computer Use: No  
Searchable data base: No  
Microfiche: No  
Microfilm: No  
What do you use, if not a computer? Manual file system and index

1986 SURVEY OF CODES AND REGISTERS

MISSISSIPPI

CONTENT:

<b>Proposed Rules:</b>	Notice only
<b>Adopted Rules:</b>	Notice only
<b>Emergency Rules:</b>	Notice only
<b>Court Ordered Rules:</b>	Full text
<b>Executive Orders:</b>	Notice only
<b>Proclamations:</b>	Full text
<b>State Contracts:</b>	Notice only
<b>Executive Items:</b>	Notice only
<b>Judicial Items:</b>	Notice only
<b>Legislative Items:</b>	Notice only
<b>Attorney General Opinions:</b>	Notice only
<b>Other:</b>	Notice only: Business index; Full text: letter from Secretary of State
<b>Open Meetings:</b>	No
<b>Public Hearings:</b>	Yes
<b>Index :</b>	No

LAW:

<b>Correction of Nonsubstantive Errors:</b>	No
<b>Correction of Substantive Errors:</b>	No
<b>Official Text:</b>	No
<b>Judicial Notice:</b>	No
<b>Annotations:</b>	No
<b>Edit:</b>	No
<b>Legislative Oversight:</b>	No
<b>Economic Impact Statement:</b>	Yes
<b>Emergency Rules:</b>	Yes
<b>In effect how long? 90 days</b>	

MISCELLANEOUS:

<b>Editorial Standards Manual/Guidelines:</b>	No
<b>Instruction in regulation drafting:</b>	Yes
<b>Seminars:</b>	No
<b>Consultations:</b>	Yes
<b>Manual:</b>	No
<b>Pre-publication review:</b>	No
<b>Liaison Representative Required:</b>	No

**When did you begin publishing the Register?** 1980

**The *Mississippi Register* is not distributed to depository libraries.**

**The *Mississippi Register* is published in-house.**

**Copy for publication is generated by the *Register* staff in-house.**

**Other information about your Register not explained above:** Lack of funding has forced a temporary suspension of publication. We hope to resume soon.

**Where can copies of your Register be obtained:**

1986 SURVEY OF CODES AND REGISTERS

MISSISSIPPI

STATE: MISSISSIPPI

ADMINISTRATIVE CODE: None

OFFICE AND STAFF:

Director:

Address:

Telephone:

Person to contact about information on this survey:

Governing Agency:

Is your office under the Secretary of State, the Legislature or other (specify).

Total number of employees (FTE): (Full-time: ; Part-time: )

Office Hours:

BUDGET:

Salaries:

Printing Expenses:

Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received:

Amount received from subscriptions:

PUBLICATION:

Frequency of printing entire Code:

Number of sets printed in last complete publication:

Year entire Code last published:

Supplementation frequency:

Form of supplementation:

CIRCULATION:

Number of paid subscribers:

Number of free subscribers:

Price per set:

Number of volumes per set:

If sold by less than entire set, please answer the following:

How sold?

Price?

Is supplement automatically sent to subscribers of entire Code?

If not, is there a separate subscription for supplementation?

Is supplementation covered by original price of entire Code?

If not, please indicate the price for supplementation:

How do you promote sales?

How do you distribute/mail?

Are subscribers billed or are they required to pay in advance?

FORMAT:

1986 SURVEY OF CODES AND REGISTERS  
MISSISSIPPI

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**VOLUME:**

Pages per full set:  
Average pages per volume:  
Pages per supplement (average):

**LAW:**

Official Text:  
Judicial Notice:  
Annotations:  
Edit:  
Emergency rules included:  
Other (specify):

**COMPUTER COMPOSITION:**

Computer Use:  
Searchable data base:  
Microfiche:  
Microfilm:  
What type/brand of computer equipment do you use?  
What type/brand of software do you use?  
What do you use, if not computers?

**INDEXING:**

Does your Code contain one or more indices?  
If so, please specify type(s)  
Are indices prepared in-house by staff members or by the publisher?

**ARRANGEMENT:**

Is your Code arranged by subject matter, by agency or by some other means?  
(please specify)

**MISCELLANEOUS:**

When did you first publish your Code?  
Is the Code distributed to depository libraries in your state free of charge?  
If your Code contains anything other than rules, please specify the contents:  
Is your Code published in-house or by an outside publisher?  
If done in-house, is it printed in-house or by an outside printer?  
Other information about your Code not explained above:

Where can copies of your Code be obtained:

1986 SURVEY OF CODES AND REGISTERS

MISSOURI

STATE: MISSOURI

ADMINISTRATIVE REGISTER: *Missouri Register*

OFFICE AND STAFF:

Director: Carolan Underwood  
Address: Administrative Rules  
8th Floor, Harry S Truman Bldg.  
Jefferson City, MO 65101  
Telephone: (314) 751-4015  
Person to contact about information on this survey: Carolan Underwood  
Governing Agency: Secretary of State  
This office is under the Secretary of State.  
Total number of employees (FTE): 7 (Full-time: 5; Part-time: 2)  
Office Hours: 8 a.m. - 5 p.m., Monday through Friday

BUDGET:

Salaries: \$93,500  
Printing Expenses: \$228,284  
Director's Salary (Optional):  
\_\_\_\_\_ Under \$10,000                    \_\_\_\_\_ \$10,000 - \$15,000  
\_\_\_\_\_ \$15,000 - \$20,000                \_\_\_\_\_ \$20,000 - \$25,000  
\_\_\_\_\_ \$25,000 - \$30,000                \_\_\_\_\_ x \$30,000 - \$35,000  
\_\_\_\_\_ \$35,000 - \$40,000                \_\_\_\_\_ over \$40,000  
Subsidy received: \$247,923  
Amount received from subscriptions: \$79,418 average

FREQUENCY OF ISSUE: Bi-weekly

CIRCULATION (as of January 1, 1986):

Number of paid subscribers: 815  
Number of free subscribers: 40  
Price per issue: \$5  
Price per subscription: \$56  
Is the subscription and/or single issue price set by statute? No  
If not, how are they determined? by staff; printing expenses  
Length of subscription: one year  
How do you promote sales? direct mail; pamphlets; flyers  
How do you distribute/mail? U.S. Mail, 2nd class; by sheltered workshop  
Subscribers are billed (in-state) and required to pay in advance (out-of-state).

VOLUME:

Average pages per issue (1985): 145  
Pages per year (1985): 2,044

COMPUTER COMPOSITION:

Computer Use: Yes  
Searchable data base: Yes  
Microfiche: No  
Microfilm: Yes

# 1986 SURVEY OF CODES AND REGISTERS

## MISSOURI

### CONTENT:

<b>Proposed Rules:</b>	Full text
<b>Adopted Rules:</b>	Full text
<b>Emergency Rules:</b>	Full text
<b>Court Ordered Rules:</b>	No
<b>Executive Orders:</b>	No
<b>Proclamations:</b>	No
<b>State Contracts:</b>	No
<b>Executive Items:</b>	No
<b>Judicial Items:</b>	Full text
<b>Legislative Items:</b>	No
<b>Attorney General Opinions:</b>	No
<b>Open Meetings:</b>	Yes
<b>Public Hearings :</b>	Yes
<b>Index:</b>	Yes (table)

### LAW:

<b>Correction of Nonsubstantive Errors:</b>	Yes
<b>Correction of Substantive Errors:</b>	No
<b>Official Text:</b>	Yes
<b>Judicial Notice:</b>	No
<b>Annotations:</b>	No
<b>Edit:</b>	Yes
<b>Legislative Oversight:</b>	Yes
<b>Economic Impact Statement:</b>	Yes
<b>Emergency Rules:</b>	Yes
<b>In effect how long? 120 days</b>	

### MISCELLANEOUS:

<b>Editorial Standards Manual/Guidelines:</b>	Yes
<b>Instruction in regulation drafting:</b>	Yes
<b>Seminars:</b>	Yes
<b>Consultations:</b>	Yes
<b>Manual:</b>	Yes
<b>Pre-publication review:</b>	Yes
<b>Liaison Representative Required:</b>	No

**When did you begin publishing the Register?** 1975

**The *Missouri Register* is distributed free of charge to state depository libraries.**

**The *Missouri Register* is printed in-house.**

**Copy for publication is generated by the Administrative Rules staff in-house and by the agencies.**

### COPIES OF THE MISSOURI REGISTER MAY BE OBTAINED FROM:

Administrative Rules  
P.O. Box 778  
Jefferson City, MO 65102

1986 SURVEY OF CODES AND REGISTERS

MISSOURI

STATE: MISSOURI

ADMINISTRATIVE CODE: *Code of State Regulations*

OFFICE AND STAFF:

Director: Carolan Underwood  
Address: Administrative Rules  
8th Floor, Harry S Truman Bldg.  
Jefferson City, MO 65101  
Telephone: (314) 751-4015  
Person to contact about information on this survey: Carolan Underwood  
Governing Agency: Secretary of State  
This office is under the Secretary of State.  
Total number of employees (FTE): 7 (Full-time: 5; Part-time: 2)  
Office Hours: 8 a.m. - 5 p.m., Monday through Friday

BUDGET:

Salaries: \$93,500

Printing Expenses: \$228,284

Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____ x	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received: \$247,923

Amount received from subscriptions: \$79,418

PUBLICATION:

Frequency of printing entire Code: every 10 years  
Number of sets printed in last complete publication: 2,000 @ 8 volumes each  
Year entire Code last published: 1976  
Supplementation frequency: twice a year  
Form of supplementation: Replacement pages

CIRCULATION:

Number of paid subscribers: 705

Number of free subscribers: 40

Price per set: \$235

Number of volumes per set: 8

If sold by less than entire set, please answer the following:

How sold?

Price?

Is supplement automatically sent to subscribers of entire Code? Yes

Is supplementation covered by original price of entire Code? No

If not, please indicate the price for supplementation: \$35 per yr. based on costs

How do you promote sales? direct mail; pamphlets; flyers

How do you distribute/mail? In-house; U.P.S.

Subscribers are billed.

FORMAT: Loose-leaf

1986 SURVEY OF CODES AND REGISTERS

MISSOURI

**VOLUME:**

Pages per full set: 10,000  
Average pages per volume: 1,250  
Pages per supplement (average): 875

**LAW:**

Official Text: Yes  
Judicial Notice: Yes  
Annotations: Yes  
Edit: Yes  
Emergency rules included: No (histories only)

**COMPUTER COMPOSITION:**

Computer Use: Yes  
Searchable data base: No  
Microfiche: No  
Microfilm: No  
What type/brand of computer equipment do you use? IBM main frame  
What type/brand of software do you use? ATMS; BRS

**INDEXING:**

Does your Code contain one or more indices? Yes  
If so, please specify type(s): subject; cross-reference by statutes  
Indices are prepared in-house by staff members.

**ARRANGEMENT:**

The *Code of State Regulations* is arranged by agency.

**MISCELLANEOUS:**

When did you first publish your Code? 1976  
The *Code of State Regulations* is distributed free of charge to state depository libraries.  
The *Code of State Regulations* also contains annotations.  
The *Code of State Regulations* is published and printed by an outside publisher.

**COPIES OF THE CODE OF STATE REGULATIONS MAY BE OBTAINED FROM:**

Administrative Rules  
P.O. Box 778  
Jefferson City, MO 65102

1986 SURVEY OF CODES AND REGISTERS

MONTANA

STATE: MONTANA

ADMINISTRATIVE REGISTER: *Montana Administrative Register*

OFFICE AND STAFF:

Director: Kathy Lubke (Supervisor)  
Address: Secretary of State  
225 Capitol, Capitol Station  
Helena, Montana 59620  
Telephone: (406) 444-2055  
Person to contact about information on this survey: Kathy Lubke  
Governing Agency: Secretary of State  
This office is under the Secretary of State.  
Total number of employees (FTE): 3.5 (Full-time: 1; Part-time: 2.5)  
Office Hours: 8:00 a.m. to 5:00 p.m., Monday thru Friday

BUDGET:

Salaries: \$66,324.50  
Printing Expenses: \$20,400  
Director's Salary (Optional):  

_____	Under \$10,000	_____	\$10,000 - \$15,000
<u>  x  </u>	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

  
Subsidy received: \$20,475  
Amount received from subscriptions: \$40,275

FREQUENCY OF ISSUE: Twice Monthly

CIRCULATION (as of January 1, 1986):

Number of paid subscribers: 179  
Number of free subscribers: 91 (Paid for from general fund appropriation)  
Price per issue: \$9.35  
Price per subscription: \$225 per year  
Is the subscription and/or single issue price set by statute? No  
If not, how are they determined? Rule - Secretary of State & Code Committee determine  
Length of subscription: Calendar year  
How do you promote sales? Fact sheets to newly admitted Attorneys, Bulletins  
How do you distribute/mail? First class mail  
Subscribers are required to pay in advance.

VOLUME:

Average pages per issue (1985): 86  
Pages per year (1985): 2,070

COMPUTER COMPOSITION:

Computer Use: Yes, We use computer for Accumulative Table and mail lists.  
Each agency submits a camera-ready copy.  
Searchable data base: No  
Microfiche: No  
Microfilm: No

1986 SURVEY OF CODES AND REGISTERS

MONTANA

**CONTENT:**

<b>Proposed Rules:</b>	Full text and notice only
<b>Adopted Rules:</b>	Notice only
<b>Emergency Rules:</b>	No
<b>Court Ordered Rules:</b>	No
<b>Executive Orders:</b>	No
<b>Proclamations:</b>	No
<b>State Contracts:</b>	No
<b>Executive Items:</b>	No
<b>Judicial Items:</b>	No
<b>Legislative Items:</b>	Full text
<b>Attorney General Opinions:</b>	Full text
<b>Other:</b>	Accum. Table, How to Use Administrative Rules & Montana Admin. Register, Functions of Admin. Code Committee
<b>Open Meetings:</b>	No
<b>Public Hearings:</b>	Yes
<b>Index:</b>	Yes, Cross reference table printed 2 times per year

**LAW:**

<b>Correction of Nonsubstantive Errors:</b>	Yes; Spelling, format and typo's
<b>Correction of Substantive Errors:</b>	No
<b>Official Text:</b>	No
<b>Judicial Notice:</b>	No
<b>Annotations:</b>	No
<b>Edit:</b>	Yes
<b>Legislative Oversight:</b>	Yes
<b>Economic Impact Statement:</b>	Yes
<b>Emergency Rules:</b>	Yes
<b>In effect how long?</b>	120 days

**MISCELLANEOUS:**

<b>Editorial Standards Manual/Guidelines:</b>	Yes, General Provisions of Title 1
<b>Instruction in regulation drafting:</b>	No
<b>Seminars:</b>	No
<b>Consultations:</b>	Yes
<b>Manual:</b>	No
<b>Pre-publication review:</b>	Yes
<b>Liaison Representative Required:</b>	Yes
<b>When did you begin publishing the Register?</b>	January 1973
<b>A subsidy allows the <i>Montana Administrative Register</i> to be distributed free of charge to state and federal depository libraries.</b>	
<b>The <i>Montana Administrative Register</i> is published by an outside publisher.</b>	
<b>Copy for publication is generated by the agencies.</b>	

**COPIES OF THE MONTANA ADMINISTRATIVE REGISTER MAY BE OBTAINED FROM:**

Administrative Rules Section  
Secretary of State  
225 Capitol, Capitol Station  
Helena, Montana 59620

1986 SURVEY OF CODES AND REGISTERS

MONTANA

STATE: MONTANA

ADMINISTRATIVE CODE: *Administrative Rules of Montana*

OFFICE AND STAFF

Director: Kathy Lubke (Supervisor)  
Address: Secretary of State  
225 Capitol, Capitol Station  
Helena, Montana 59620

Telephone: (406) 444-2055

Person to contact about information on this survey: Kathy Lubke

Governing Agency: Secretary of State

This office is under the Secretary of State.

Total number of employees (FTE): 3.5 (Full-time: 1; Part-time: 2.5)

Office Hours: 8:00 a.m. to 5:00 p.m., Monday thru Friday

BUDGET:

Salaries: \$66,324.50

Printing Expenses: \$21,100

Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
<u>  x  </u>	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received: \$12,300

Amount received from subscriptions: \$32,700

PUBLICATION:

Frequency of printing entire Code: Initially printed in 1972 and recodified in 1980

Number of sets printed in last complete publication: 440

Year entire Code last published: 1980

Supplementation frequency: Quarterly

Form of supplementation: Replacement pages

CIRCULATION:

Number of paid subscribers: 218

Number of free subscribers: 82

Price per set: \$350

Number of volumes per set: 16 volumes, 19 binders

If sold by less than entire set, please answer the following:

How sold? Individual extra titles

Price? \$25 and yearly update cost of \$5

Is supplement automatically sent to subscribers of entire Code? Yes

Is supplementation covered by original price of entire Code? No

If not, please indicate the price for supplementation: \$150 per year

How do you promote sales? Fact sheets to Attorneys newly admitted to the Bar & Bulletins

How do you distribute/mail? Special fourth class mail

Subscribers are required to pay in advance.

FORMAT: Loose-leaf

1986 SURVEY OF CODES AND REGISTERS

MONTANA

**VOLUME:**

Pages per full set: Approx. 8,500  
Average pages per volume: 530  
Pages per supplement (average): 700

**LAW:**

Official Text: Yes  
Judicial Notice: No  
Annotations: No  
Edit: Yes  
Emergency rules included: No

**COMPUTER COMPOSITION:**

Computer Use: Yes  
Searchable data base: No  
Microfiche: No  
Microfilm: No  
What type/brand of computer equipment do you use?  
What type/brand of software do you use?  
What do you use, if not computers? Agencies submit camera-ready copy

**INDEXING:**

Does your Code contain one or more indices? Yes  
If so, please specify type(s): Topical  
Indices are prepared in-house by staff members.

**ARRANGEMENT:**

The *Administrative Rules of Montana* is arranged by agency.

**MISCELLANEOUS:**

When did you first publish your Code? December 31, 1972  
A subsidy allows the *Administrative Rules of Montana* to be distributed free of charge to state and federal depository libraries.  
The *Administrative Rules of Montana* also contains cross reference table between rules and *Montana Code Annotated*. Repealed Rules table & Old to New and New to Old number rule table (Before recodification to present system).  
The *Administrative Rules of Montana* is published in-house and printed by an outside printer.

**COPIES OF THE ADMINISTRATIVE RULES OF MONTANA MAY BE OBTAINED FROM:**

Secretary of State  
Administrative Rules Section  
225 Capitol, Capitol Station  
Helena, Montana 59620

1986 SURVEY OF CODES AND REGISTERS

NEBRASKA

STATE: NEBRASKA

ADMINISTRATIVE REGISTER: None

OFFICE AND STAFF:

Director: Chris Quinn Peterson  
Address: Revisor of Regulations  
7th Floor, State Capitol  
Lincoln, NE 68506

\*Nebraska did not respond to this year's survey. This information is taken from the 1985 survey.

Telephone: (402) 471-2221

Person to contact about information on this survey: Chris Peterson

Governing Agency: Legislative Research Office

This office is under the legislature.

Total number of employees (FTE): (Full-time: ; Part-time: )

Office Hours:

BUDGET:

Salaries:

Printing Expenses:

Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received:

Amount received from subscriptions:

FREQUENCY OF ISSUE:

CIRCULATION (as of January 1, 1986):

Number of paid subscribers:

Number of free subscribers:

Price per issue:

Price per subscription:

Is the subscription and/or single issue price set by statute?

If not, how are they determined?

Length of subscription:

How do you promote sales?

How do you distribute/mail?

Are subscribers billed or are they required to pay in advance?

VOLUME:

Average pages per issue (1985):

Pages per year (1985):

COMPUTER COMPOSITION:

Computer Use:

Searchable data base:

Microfiche:

Microfilm:

What do you use, if not a computer?

1986 SURVEY OF CODES AND REGISTERS

NEBRASKA

**CONTENT:**

**Proposed Rules:**  
**Adopted Rules:**  
**Emergency Rules:**  
**Court Ordered Rules:**  
**Executive Orders:**  
**Proclamations:**  
**State Contracts:**  
**Executive Items:**  
**Judicial Items:**  
**Legislative Items:**  
**Attorney General Opinions:**  
**Other:**  
**Open Meetings:**  
**Public Hearings :**  
**Index:**

**LAW:**

**Correction of Nonsubstantive Errors:**  
**Correction of Substantive Errors:**  
**Official Text:**  
**Judicial Notice:**  
**Annotations:**  
**Edit:**  
**Legislative Oversight:**  
**Economic Impact Statement:**  
**Emergency Rules:**  
    **In effect how long?**

**MISCELLANEOUS:**

**Editorial Standards Manual/Guidelines:**  
**Instruction in regulation drafting:**  
    **Seminars:**  
    **Consultations:**  
    **Manual:**  
    **Pre-publication review:**  
    **Liaison Representative Required:**  
    **Other (specify):**  
**When did you begin publishing the Register?**  
**Is the Register distributed to depository libraries in your state free of charge?**  
**Is the Register printed in-house or by an outside publisher/printer?**  
**Is copy for publication generated by your agency in-house, by the publisher or by the agencies?**  
**Other information about your Register not explained above:**

**Where can copies of your Register be obtained:**

1986 SURVEY OF CODES AND REGISTERS

NEBRASKA

STATE: NEBRASKA

ADMINISTRATIVE CODE: *Nebraska Administrative Code*

OFFICE AND STAFF:

Director: Chris Quinn Peterson  
Address: Revisor of Regulations  
7th Floor, State Capitol  
Lincoln, NE 68506

Nebraska did not respond to this year's survey. This information is taken from the 1985 survey.

Telephone: (402) 471-2221

Person to contact about information on this survey: Chris Peterson

Governing Agency: Legislative Research Office

This office is under the legislature.

Total number of employees (FTE): 2 (Full-time: 2; Part-time: 0)

Office Hours:

BUDGET:

Salaries: \$44,851

Printing Expenses: \$10,574

Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received: \$60,921

Amount received from subscriptions: Approximately \$5,400

PUBLICATION:

Frequency of printing entire Code:

Number of sets printed in last complete publication:

Year entire Code last published: 1975

Supplementation frequency: Monthly

Form of supplementation: Replacement pages

CIRCULATION:

Number of paid subscribers: 34 full; 38 partial

Number of free subscribers: 2

Price per set: \$236.50

Number of volumes per set: 34

If sold by less than entire set, please answer the following:

How sold? Volume

Price?

Is supplement automatically sent to subscribers of entire Code? No

If not, is there a separate subscription for supplementation? Yes

Is supplementation covered by original price of entire Code? No

If not, please indicate the price for supplementation: \$10/agency + \$3 printing costs

How do you promote sales? None

How do you distribute/mail? Mail

Subscribers are billed for volumes and required to pay in advance for supplement pages.

FORMAT: Loose-leaf

1986 SURVEY OF CODES AND REGISTERS

NEBRASKA

**VOLUME:**

Pages per full set: 8,000  
Average pages per volume:  
Pages per supplement (average): varies

**LAW:**

Official Text: No  
Judicial Notice: Yes  
Annotations: Yes (Some agencies do; some don't)  
Edit: No  
Emergency rules included: No (don't have emergency rules)

**COMPUTER COMPOSITION:**

Computer Use: No  
Searchable data base: No  
Microfiche: No  
Microfilm: No  
What type/brand of computer equipment do you use?  
What type/brand of software do you use?  
What do you use, if not computers? Some agencies have their rules on-line.

**INDEXING:**

Does your Code contain one or more indices? No (table of contents only)  
If so, please specify type(s):  
Are indices prepared in-house by staff members or by the publisher?

**ARRANGEMENT:**

The *Nebraska Administrative Code* is arranged by agency with rules arranged by subject matter under each agency.

**MISCELLANEOUS:**

When did you first publish your Code?  
The *Nebraska Administrative Code* is distributed free of charge to state depository libraries.  
The *Nebraska Administrative Code* contains nothing other than rules.  
The *Nebraska Administrative Code* is published in-house.  
Other information about your Code not explained above: The *Nebraska Administrative Code* is also sent to county law libraries upon request.

**COPIES OF THE NEBRASKA ADMINISTRATIVE CODE MAY BE OBTAINED FROM:**

Revisor of Regulations  
7th Floor, State Capitol  
Lincoln, NE 68506

1986 SURVEY OF CODES AND REGISTERS  
NEVADA

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STATE: NEVADA

ADMINISTRATIVE REGISTER: None

OFFICE AND STAFF:

Director:  
Address:

Telephone:

Person to contact about information on this survey:

Governing Agency:

Is your office under the Secretary of State, the Legislature, or other (specify)?

Total number of employees (FTE): (Full-time: ; Part-time: )

Office Hours:

BUDGET:

Salaries:

Printing Expenses:

Director's Salary (Optional):

_____ Under \$10,000	_____ \$10,000 - \$15,000
_____ \$15,000 - \$20,000	_____ \$20,000 - \$25,000
_____ \$25,000 - \$30,000	_____ \$30,000 - \$35,000
_____ \$35,000 - \$40,000	_____ over \$40,000

Subsidy received:

Amount received from subscriptions:

FREQUENCY OF ISSUE:

CIRCULATION (as of January 1, 1986):

Number of paid subscribers:

Number of free subscribers:

Price per issue:

Price per subscription

Is the subscription and/or single issue price set by statute?

If not, how are they determined?

Length of subscription:

How do you promote sales?

How do you distribute/mail?

Are subscribers billed or are they required to pay in advance?

VOLUME:

Average pages per issue (1985):

Pages per year (1985):

COMPUTER COMPOSITION:

Computer Use:

Searchable data base:

Microfiche:

Microfilm:

What do you use, if not a computer?

# 1986 SURVEY OF CODES AND REGISTERS

## NEVADA

### CONTENT:

- Proposed Rules:
- Adopted Rules:
- Emergency Rules:
- Court Ordered Rules:
- Executive Orders:
- Proclamations:
- State Contracts:
- Executive Items:
- Judicial Items:
- Legislative Items:
- Attorney General Opinions:
- Other:
- Open Meetings:
- Public Hearings:
- Index:

### LAW:

- Correction of Nonsubstantive Errors:
- Correction of Substantive Errors:
- Official Text:
- Judicial Notice:
- Annotations:
- Edit:
- Legislative Oversight:
- Economic Impact Statement:
- Emergency Rules:
  - In effect how long?

### MISCELLANEOUS:

- Editorial Standards Manual/Guidelines:
- Instruction in regulation drafting:
  - Seminars:
  - Consultations:
  - Manual:
  - Pre-publication review:
  - Liaison Representative Required:
  - Other (specify):
- When did you begin publishing the Register?
- Is the Register distributed to depository libraries in your state free of charge?
- Is the Register printed in-house or by an outside publisher/printer?
- Is the copy for publication generated by your agency in-house, by the publisher or by the agencies?
- Other information about your Register not explained above:

Where can copies of your Register be obtained:

1986 SURVEY OF CODES AND REGISTERS

NEVADA

STATE: NEVADA

ADMINISTRATIVE CODE: *Nevada Administrative Code*

OFFICE AND STAFF:

Director: Donald A. Rhodes, Director

Address: Legislative Counsel Bureau  
Capitol Complex  
Carson City, Nevada 89710

Telephone: (702) 885-5627

Person to contact about information on this survey: Lorne Malkiewich, Princ'l Dep'y Leg. Counsel

Governing Agency: Legislative Counsel Bureau

This office is under the legislature.

Total number of employees (FTE):\* (Full-time: ; Part-time: )

Office Hours: 8:00 a.m. to 5:00 p.m., Monday thru Friday

BUDGET: \*

Salaries:

Printing Expenses:

Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received:

Amount received from subscriptions:

\* All employees who work on the code also do legislative work. The funding and workload are not separate. As a guide we have 4 attorneys who spend more than half their time on reviewing regulations (proposed) or revising the code. We have about 10 clerical employees involved in the process.

PUBLICATION:

Frequency of printing entire Code: Only when new sets are needed-existing sets updated

Number of sets printed in last complete publication: 135

Year entire Code last published: 1986

Supplementation frequency: Every 1-2 months, excluding session (Jan. - May, odd numbered years)

Form of supplementation: Replacement pages

CIRCULATION:

Number of paid subscribers: 76

Number of free subscribers: 50 + 9 in-house sets

Price per set: \$175

Number of volumes per set: 16

If sold by less than entire set, please answer the following:

How sold?

Price?

Is supplement automatically sent to subscribers of entire Code? Yes

Is supplementation covered by original price of entire Code? No

If not, please indicate the price for supplementation: \$50 per year

How do you promote sales?

How do you distribute/mail?

Subscribers are billed for supp. pages and are required to pay in advance for orig. purchase.

FORMAT: Loose-leaf

# 1986 SURVEY OF CODES AND REGISTERS

NEVADA

## VOLUME:

Pages per full set: 7,500  
Average pages per volume: 500  
Pages per supplement (average): 50-100

## LAW:

Official Text: Yes, agencies must use text of code  
Judicial Notice: Yes  
Annotations: No  
Edit: No  
Emergency rules included: No

## COMPUTER COMPOSITION:

Computer Use: Yes, currently switching over  
Searchable data base: No  
Microfiche: No  
Microfilm: No  
What type/brand of computer equipment do you use? Data General - switching to D.E.C.  
What type/brand of software do you use? Comarco - switching to P.S.A.  
What do you use, if not computers? We used to use (still do in transition) mag card typewriters

## INDEXING:

Does your Code contain one or more indices? Yes  
If so, please specify type(s): Subject matter index; also lists regulations by adopting agency  
Indices are prepared in-house by staff members.

## ARRANGEMENT:

The *Nevada Administrative Code* is arranged by subject matter corresponding to chapter number of statute.

## MISCELLANEOUS:

When did you first publish your Code? 1981  
The *Nevada Administrative Code* is distributed free of charge to the State Library & Archives and to the Supreme Court Library.  
The *Nevada Administrative Code* also contains all permanent regulations of non-exempt boards and agencies.  
The *Nevada Administrative Code* is published and printed in-house.

## COPIES OF THE NEVADA ADMINISTRATIVE CODE MAY BE OBTAINED FROM:

Legislative Counsel Bureau - Publications  
Capitol Complex  
Carson City, Nevada 89710  
(702) 885-5627

1986 SURVEY OF CODES AND REGISTERS  
NEW HAMPSHIRE

STATE: NEW HAMPSHIRE

ADMINISTRATIVE REGISTER: *New Hampshire Rulemaking Register*

OFFICE AND STAFF:

Director: Stephen C. Shaw  
Address: Room 113, State House  
Concord, New Hampshire 03301  
Telephone: (603) 271-3680  
Person to contact about information on this survey: Stephen C. Shaw  
Governing Agency: Office of Legislative Services  
This office is under the legislature.  
Total number of employees (FTE): 3 (Full-time: 3; Part-time: 0)  
Office Hours: 8:00 a.m. to 4:30 p.m., Monday thru Friday

BUDGET:

Salaries: N/A  
Printing Expenses: None - self sustaining  
Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____ x	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received:  
Amount received from subscriptions: \$1560

FREQUENCY OF ISSUE: Monthly

CIRCULATION (as of January 1, 1986):

Number of paid subscribers: 52  
Number of free subscribers: 120  
Price per issue: Only yearly  
Price per subscription: \$30  
Is the subscription and/or single issue price set by statute? No  
If not, how are they determined? By printing and mailing costs  
Length of subscription: One year  
How do you promote sales? Word of mouth  
How do you distribute/mail? U.S. Mail; messenger mail  
Subscribers are required to pay in advance.

VOLUME:

Average pages per issue (1985): 30  
Pages per year (1985): 360

COMPUTER COMPOSITION:

Computer Use: No  
Searchable data base: No  
Microfiche: No  
Microfilm: No  
What do you use, if not a computer? Photo off-set from agency copy

1986 SURVEY OF CODES AND REGISTERS

NEW HAMPSHIRE

CONTENT:

Proposed Rules:	Notice only
Adopted Rules:	Notice only
Emergency Rules:	Notice only
Court Ordered Rules:	No
Executive Orders:	Full text
Proclamations:	No
State Contracts:	No
Executive Items:	No
Judicial Items:	No
Legislative Items:	No
Attorney General Opinions:	No
Open Meetings:	No
Public Hearings:	No
Index:	Yes

LAW:

Correction of Nonsubstantive Errors:	Yes
Correction of Substantive Errors:	No
Official Text:	No
Judicial Notice:	No
Annotations:	No
Edit:	Yes
Legislative Oversight:	Yes
Economic Impact Statement:	Yes
Emergency Rules:	Yes
In effect how long?	

MISCELLANEOUS:

Editorial Standards Manual/Guidelines:	Yes
Instruction in regulation drafting:	Yes
Seminars:	Yes
Consultations:	Yes
Manual:	Yes
Pre-publication review:	Yes
Liaison Representative Required:	No

When did you begin publishing the Register? 1981

The *New Hampshire Rulemaking Register* is distributed free of charge to state depository libraries.

The *New Hampshire Rulemaking Register* is printed in-house.

Copy for publication is generated by the agencies.

COPIES OF THE NEW HAMPSHIRE RULEMAKING REGISTER MAY BE OBTAINED FROM:

Office of Legislative Services  
Administrative Rules  
Room 113, State House  
Concord, New Hampshire 03301

1986 SURVEY OF CODES AND REGISTERS

NEW HAMPSHIRE

STATE: NEW HAMPSHIRE

ADMINISTRATIVE CODE: *New Hampshire Code of Administrative Rules Annotated \**

*\* Code is privately printed by Equity Publishing at no cost to the State. See address on bottom of next page.*

OFFICE AND STAFF:

Director:

Address:

Telephone:

Person to contact about information on this survey:

Governing Agency:

Is your office under the Secretary of State, the Legislature or other (specify).

Total number of employees (FTE): (Full-time: ; Part-time: )

Office Hours:

BUDGET:

Salaries:

Printing Expenses:

Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received:

Amount received from subscriptions:

PUBLICATION:

Frequency of printing entire Code:

Number of sets printed in last complete publication:

Year entire Code last published: December 1984

Supplementation frequency: Every six months

Form of supplementation: Replacement pages and pocket parts

CIRCULATION:

Number of paid subscribers: N/A

Number of free subscribers: N/A

Price per set: \$244

Number of volumes per set: 5

If sold by less than entire set, please answer the following:

How sold? By volume

Price? \$50

Is supplement automatically sent to subscribers of entire Code?

If not, is there a separate subscription for supplementation?

Is supplementation covered by original price of entire Code? For one year only

If not, please indicate the price for supplementation:

How do you promote sales?

How do you distribute/mail?

Are subscribers billed or are they required to pay in advance?

FORMAT: Loose-leaf

1986 SURVEY OF CODES AND REGISTERS

NEW HAMPSHIRE

**VOLUME:**

Pages per full set:  
Average pages per volume:  
Pages per supplement (average):

**LAW:**

Official Text:  
Judicial Notice:  
Annotations:  
Edit:  
Emergency rules included:  
Other (specify):

**COMPUTER COMPOSITION:**

Computer Use:  
Searchable data base:  
Microfiche:  
Microfilm:  
What type/brand of computer equipment do you use?  
What type/brand of software do you use?  
What do you use, if not computers?

**INDEXING:**

Does your Code contain one or more indices? Yes  
If so, please specify type(s): Individual agency  
Indices are prepared by the publisher.

**ARRANGEMENT:**

**MISCELLANEOUS:**

When did you first publish your Code? 1984  
The *New Hampshire Code of Administrative Rules Annotated* is not distributed to depository libraries.  
The *New Hampshire Code of Administrative Rules Annotated* contains nothing other than rules.  
The *New Hampshire Code of Administrative Rules Annotated* is published and printed by an outside publisher/printer.

**COPIES OF THE NEW HAMPSHIRE CODE OF ADMINISTRATIVE RULES ANNOTATED  
MAY BE OBTAINED FROM:**

Equity Publishing Corporation  
Oxford, New Hampshire 03777  
(603) 353-4351

1986 SURVEY OF CODES AND REGISTERS

NEW JERSEY

STATE: NEW JERSEY

ADMINISTRATIVE REGISTER: *New Jersey Register*

OFFICE AND STAFF:

Director: Karen Garfing, Assistant Director for Rules & Publications

Address: Office of Administrative Law  
CN 301 Quakerbridge Road  
Trenton, New Jersey 08625

Telephone: (609) 588-6610

Person to contact about information on this survey: Karen Garfing

Governing Agency: Office of Administrative Law

This office is in, but not of, the office of the Secretary of State.

Total number of employees (FTE): 16 (Full-time: 12; Part-time: 4)

Office Hours: 8:30 a.m. to 4:30 p.m., Monday thru Friday

BUDGET:

Salaries: \$290,000 (includes *Code* and *Register* staffs)

Printing Expenses: \$144,000 (includes typesetting, mailing)

Director's Salary (Optional):	_____ Under \$10,000	_____ \$10,000 - \$15,000
	_____ \$15,000 - \$20,000	_____ \$20,000 - \$25,000
	_____ \$25,000 - \$30,000	_____ \$30,000 - \$35,000
	_____ \$35,000 - \$40,000	<u>  x  </u> over \$40,000

Subsidy received: \$200,000 for *Code* & *Register*

Amount received from subscriptions: \$155,000

FREQUENCY OF ISSUE: Bi-Weekly

CIRCULATION (as of January 1, 1986):

Number of paid subscribers: 2,082

Number of free subscribers: 708

Price per issue: \$8

Price per subscription: \$75 - 2nd class mail; \$150 - 1st class mail

Is the subscription and/or single issue price set by statute? No

If not, how are they determined? Current publication costs

Length of subscription: One year

How do you promote sales? Direct mail, space ad., envelope stuffers, exhibit booth at State Bar Conv.

How do you distribute/mail? U.S. Mail

Subscribers are billed for renewals and are required to pay in advance for new orders.

VOLUME:

Average pages per issue (1985): 150

Pages per year (1985):

COMPUTER COMPOSITION:

Computer Use: Yes

Searchable data base: Yes

Microfiche: No

Microfilm: No

1986 SURVEY OF CODES AND REGISTERS

NEW JERSEY

**CONTENT:**

<b>Proposed Rules:</b>	Full text
<b>Adopted Rules:</b>	Full text
<b>Emergency Rules:</b>	Full text
<b>Court Ordered Rules:</b>	No
<b>Executive Orders:</b>	No
<b>Proclamations:</b>	No
<b>State Contracts:</b>	Notice only
<b>Executive Items:</b>	Notice only
<b>Judicial Items:</b>	No
<b>Legislative Items:</b>	No
<b>Attorney General Opinions:</b>	Full text
<b>Other:</b>	Proposal summaries; social & economic impact statements; summary of public comments and agency responses
<b>Open Meetings:</b>	Yes
<b>Public Hearings:</b>	Yes
<b>Index :</b>	Yes

**LAW:**

<b>Correction of Nonsubstantive Errors:</b>	Yes
<b>Correction of Substantive Errors:</b>	No
<b>Official Text:</b>	Yes
<b>Judicial Notice:</b>	Yes
<b>Annotations:</b>	No
<b>Edit:</b>	Yes
<b>Legislative Oversight:</b>	No
<b>Economic Impact Statement:</b>	Yes
<b>Emergency Rules:</b>	Yes
In effect how long?      60 days	

**MISCELLANEOUS:**

<b>Editorial Standards Manual/Guidelines:</b>	Yes
<b>Instruction in regulation drafting:</b>	Yes
<b>Seminars:</b>	Yes
<b>Consultations:</b>	Yes
<b>Manual:</b>	Yes
<b>Pre-publication review:</b>	Yes
<b>Liaison Representative Required:</b>	Yes

**When did you begin publishing the Register?**      9/69

**The *New Jersey Register* is distributed free of charge to state & federal depository libraries.**

**The *New Jersey Register* is printed by an outside publisher/printer.**

**Copy for publication is generated by the Rules and Publications Section in-house and by the agencies.**

**Other information about your Register not explained above:** Register is interim supplement to New Jersey Administrative Code; each issue contains a cumulative index of current proposals and adoptions

**COPIES OF THE NEW JERSEY REGISTER MAY BE OBTAINED FROM:**

Office of Administrative Law  
CN 301  
Trenton, New Jersey 08625  
Attn: Rules and Publications Section

1986 SURVEY OF CODES AND REGISTERS

NEW JERSEY

STATE: NEW JERSEY

ADMINISTRATIVE CODE: *New Jersey Administrative Code*

OFFICE AND STAFF:

Director: Karen Garfing, Assistant Director for Rules & Publications

Address: Office of Administrative Law  
CN 301 Quakerbridge Road  
Trenton, New Jersey 08625

Telephone: (609) 588-6610

Person to contact about information on this survey: Karen Garfing

Governing Agency: Office of Administrative Law

This office is in, but not of, the office of the Secretary of State.

Total number of employees (FTE): 16 (Full-time: 12; Part-time: 4)

Office Hours: 8:30 a.m. to 4:30 p.m., Monday thru Friday

BUDGET:

Salaries: \$290,000 (includes *Code* and *Register* staffs)

Printing Expenses: \$340,000 (includes typesetting and mailing)

Director's Salary (Optional):	_____ Under \$10,000	_____ \$10,000 - \$15,000
	_____ \$15,000 - \$20,000	_____ \$20,000 - \$25,000
	_____ \$25,000 - \$30,000	_____ \$30,000 - \$35,000
	_____ \$35,000 - \$40,000	_____ x over \$40,000

Subsidy received: \$200,000 (*Register* and *Code*)

Amount received from subscriptions: \$745,000

PUBLICATION:

Frequency of printing entire *Code*: Reprint titles as needed

Number of sets printed in last complete publication: N/A

Year entire *Code* last published: 1973

Supplementation frequency: Monthly

Form of supplementation: Replacement pages

CIRCULATION:

Number of paid subscribers: 7,000 single and combination titles; 770 full sets

Number of free subscribers: 23

Price per set: \$900

Number of volumes per set: 34

If sold by less than entire set, please answer the following:

How sold? Individual titles (agencies)

Price? \$55 per volume

Is supplement automatically sent to subscribers of entire *Code*? Yes, first year

If not, is there a separate subscription for supplementation? Upon renewal

Is supplementation covered by original price of entire *Code*? For one year

If not, please indicate the price for supplementation: \$30 per volume; \$395 for full set

How do you promote sales? Direct mail; space ad.; exhibit booth at State Bar Conv., envelope stuffers

How do you distribute/mail? U.S. Mail

Subscribers are billed for renewals only and are required to pay in advance for new orders.

FORMAT: Loose-leaf

1986 SURVEY OF CODES AND REGISTERS

NEW JERSEY

**VOLUME:**

Pages per full set: 30,000  
Average pages per volume: 900  
Pages per supplement (average): 1,000

**LAW:**

Official Text: Yes  
Judicial Notice: Yes  
Annotations: Yes  
Edit: Yes  
Emergency rules included: Yes

**COMPUTER COMPOSITION:**

Computer Use: Yes  
Searchable data base: Yes  
Microfiche: No  
Microfilm: No  
What type/brand of computer equipment do you use?  
What type/brand of software do you use?

**INDEXING:**

Does your Code contain one or more indices? Yes  
If so, please specify type(s): Full Code index and individual title indices  
Indices are prepared in-house by staff members.

**ARRANGEMENT:**

The *New Jersey Administrative Code* is arranged by agency.

**MISCELLANEOUS:**

When did you first publish your Code? 1973  
The *New Jersey Administrative Code* is distributed free of charge to the State Library only.  
The *New Jersey Administrative Code* also contains annotations, historical notes and case notes.  
The *New Jersey Administrative Code* is typeset and printed by an outside printer.

**COPIES OF THE NEW JERSEY ADMINISTRATIVE CODE MAY BE OBTAINED FROM:**

Office of Administrative Law  
CN 301  
Trenton, New Jersey 08625  
Attn: Rules and Publication Division

1986 SURVEY OF CODES AND REGISTERS  
NEW MEXICO

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STATE: NEW MEXICO

ADMINISTRATIVE REGISTER: None

**OFFICE AND STAFF:**

Director: Bryan Michael Miller  
Address: State Archivist and Records Administrator  
404 Montezuma  
Santa Fe, New Mexico 87503  
Telephone: (505) 827-8860  
Person to contact about information on this survey: Deputy Administrator, Mary Granito  
Governing Agency:  
Is your office under the Secretary of State, the Legislature or other (specify).  
Total number of employees (FTE): (Full-time: ; Part-time: )  
Office Hours:

**BUDGET:**

Salaries:  
Printing Expenses:  
Director's Salary (Optional):  
Subsidy received:  
Amount received from subscriptions:

_____ Under \$10,000	_____ \$10,000 - \$15,000
_____ \$15,000 - \$20,000	_____ \$20,000 - \$25,000
_____ \$25,000 - \$30,000	_____ \$30,000 - \$35,000
_____ \$35,000 - \$40,000	_____ over \$40,000

**FREQUENCY OF ISSUE:**

**CIRCULATION** (as of January 1, 1986):  
Number of paid subscribers:  
Number of free subscribers:  
Price per issue:  
Price per subscription:  
Is the subscription and/or single issue price set by statute?  
If not, how are they determined?  
Length of subscription:  
How do you promote sales?  
How do you distribute/mail?  
Are subscribers billed or are they required to pay in advance?

**VOLUME:**

Average pages per issue (1985):  
Pages per year (1985):

**COMPUTER COMPOSITION:**

Computer Use:  
Searchable data base:  
Microfiche:  
Microfilm:  
What do you use, if not a computer?

**1986 SURVEY OF CODES AND REGISTERS**  
**NEW MEXICO**

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**CONTENT:**

- Proposed Rules:**
- Adopted Rules:**
- Emergency Rules:**
- Court Ordered Rules:**
- Executive Orders:**
- Proclamations:**
- State Contracts:**
- Executive Items:**
- Judicial Items:**
- Legislative Items:**
- Attorney General Opinions:**
- Other :**
- Open Meetings:**
- Public Hearings:**
- Index :**

**LAW:**

- Correction of Nonsubstantive Errors:**
- Correction of Substantive Errors:**
- Official Text:**
- Judicial Notice:**
- Annotations:**
- Edit:**
- Legislative Oversight:**
- Economic Impact Statement:**
- Emergency Rules:**
  - In effect how long?**

**MISCELLANEOUS:**

- Editorial Standards Manual/Guidelines:**
- Instruction in regulation drafting:**
  - Seminars:**
  - Consultations:**
  - Manual:**
  - Pre-publication review:**
  - Liaison Representative Required:**
  - Other (specify):**

**When did you begin publishing the Register?**

**Is the Register distributed to depository libraries in your state free of charge?**

**Is the Register printed in-house or by an outside publisher/printer?**

**Is the copy for publication generated by your agency in-house, by the publisher or by the agencies?**

**Other information about your Register not explained above:**

**Where can copies of your Register be obtained:**

1986 SURVEY OF CODES AND REGISTERS

NEW MEXICO

STATE: NEW MEXICO

ADMINISTRATIVE CODE: None

OFFICE AND STAFF:

Director: Bryan Michael Miller  
Address: State Archivist and Records Administrator  
404 Montezuma  
Santa Fe, New Mexico 87503  
Telephone: (505) 827-8860  
Person to contact about information on this survey: Deputy Administrator, Mary Granito  
Governing Agency:  
Is your office under the Secretary of State, the Legislature, or other (specify).  
Total number of employees (FTE): (Full-time: ; Part-time: )  
Office Hours:

BUDGET:

Salaries:  
Printing Expenses:  
Director's Salary (Optional):  
\_\_\_\_\_ Under \$10,000  
\_\_\_\_\_ \$15,000 - \$20,000  
\_\_\_\_\_ \$25,000 - \$30,000  
\_\_\_\_\_ \$35,000 - \$40,000  
\_\_\_\_\_ \$10,000 - \$15,000  
\_\_\_\_\_ \$20,000 - \$25,000  
\_\_\_\_\_ \$30,000 - \$35,000  
\_\_\_\_\_ over \$40,000  
Subsidy received:  
Amount received from subscriptions:

PUBLICATION:

Frequency of printing entire Code:  
Number of sets printed in last complete publication:  
Year entire Code last published:  
Supplementation frequency:  
Form of supplementation:

CIRCULATION:

Number of paid subscribers:  
Number of free subscribers:  
Price per set:  
Number of volumes per set:  
If sold by less than entire set, please answer the following:  
How sold?  
Price?  
Is supplement automatically sent to subscribers of entire Code?  
If not, is there a separate subscription for supplementation?  
Is supplementation covered by original price of entire Code?  
If not, please indicate the price for supplementation  
How do you promote sales?  
How do you distribute/mail?  
Are subscribers billed or are they required to pay in advance?

FORMAT:

1986 SURVEY OF CODES AND REGISTERS  
NEW MEXICO

**VOLUME:**

Pages per full set:  
Average pages per volume:  
Pages per supplement (average):

**LAW:**

Official Text:  
Judicial Notice:  
Annotations:  
Edit:  
Emergency rules included:  
Other (specify):

**COMPUTER COMPOSITION:**

Computer Use:  
Searchable data base:  
Microfiche:  
Microfilm:  
What type/brand of computer equipment do you use?  
What type/brand of software do you use?  
What do you use, if not computers?

**INDEXING:**

Does your Code contain one or more indices?  
If so, please specify type(s)  
Are indices prepared in-house by staff members or by the publisher?

**ARRANGEMENT:**

Is your Code arranged by subject matter, by agency or by some other means?

**MISCELLANEOUS:**

When did you first publish your Code?  
Is the Code distributed to depository libraries in your state free of charge?  
If your Code contains anything other than rules, please specify the contents:  
Is your Code published in-house or by an outside publisher?  
If done in-house, is it printed in-house or by an outside printer?  
Other information about your Code not explained above:

Where can copies of your Code be obtained:

1986 SURVEY OF CODES AND REGISTERS

NEW YORK

STATE: NEW YORK

ADMINISTRATIVE REGISTER: *NYS Register*

OFFICE AND STAFF:

Director: Maureen L. Bigness

Address: NYS Department of State  
162 Washington Avenue  
Albany, New York 12231

Telephone: (518) 474-6785

Person to contact about information on this survey: Maureen Bigness

Governing Agency: Department of State

This office is under the Secretary of State.

Total number of employees (FTE): 5 (Full-time: ; Part-time: )

Office Hours: 8:00 a.m. to 5:00 p.m., Monday thru Friday

BUDGET:

Salaries: N/A

Printing Expenses: N/A

Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received: N/A

Amount received from subscriptions: N/A

FREQUENCY OF ISSUE: Weekly

CIRCULATION (as of January 1, 1986):

Number of paid subscribers:

Number of free subscribers: 1,500

Price per issue: \$1.50

Price per subscription: \$40 - 2nd class mail; \$80 - 1st class mail

Is the subscription and/or single issue price set by statute? Yes

Length of subscription: One year

How do you promote sales? None

How do you distribute/mail? 1st and 2nd Class Mail

Subscribers are required to pay in advance.

VOLUME:

Average pages per issue (1985): 98

Pages per year (1985): 5,096

COMPUTER COMPOSITION:

Computer Use: Yes

Searchable data base: No

Microfiche: No

Microfilm: No

1986 SURVEY OF CODES AND REGISTERS

NEW YORK

**CONTENT:**

<b>Proposed Rules:</b>	Some full text, if less than 2,000 words
<b>Adopted Rules:</b>	Notice only
<b>Emergency Rules:</b>	Some full text, if less than 2,000 words
<b>Court Ordered Rules:</b>	Notice only
<b>Executive Orders:</b>	Notice only
<b>Proclamations:</b>	No
<b>State Contracts:</b>	No
<b>Executive Items:</b>	No
<b>Judicial Items:</b>	No
<b>Legislative Items:</b>	No
<b>Attorney General Opinions:</b>	Notice only
<b>Open Meetings:</b>	No
<b>Public Hearings:</b>	No
<b>Index :</b>	No

**LAW:**

<b>Correction of Nonsubstantive Errors:</b>	Yes
<b>Correction of Substantive Errors:</b>	No
<b>Official Text:</b>	No
<b>Judicial Notice:</b>	No
<b>Annotations:</b>	No
<b>Edit:</b>	Yes
<b>Legislative Oversight:</b>	No
<b>Economic Impact Statement:</b>	Yes
<b>Emergency Rules:</b>	Yes
<b>In effect how long?</b>	60 days

**MISCELLANEOUS:**

<b>Editorial Standards Manual/Guidelines:</b>	No
<b>Instruction in regulation drafting:</b>	No
<b>Seminars:</b>	No
<b>Consultations:</b>	No
<b>Manual:</b>	Yes
<b>Pre-publication review:</b>	No
<b>Liaison Representative Required:</b>	No
<b>When did you begin publishing the Register?</b>	1928
<b>The NYS Register is distributed free of charge to state depository libraries.</b>	
<b>The NYS Register is printed by an outside publisher/printer.</b>	
<b>Copy for publication is generated by the Register staff in-house.</b>	

**COPIES OF THE NYS REGISTER MAY BE OBTAINED FROM:**

NYS Register  
NYS Department of State  
162 Washington Avenue  
Albany, New York 12231

1986 SURVEY OF CODES AND REGISTERS

NEW YORK

STATE: NEW YORK

ADMINISTRATIVE CODE: *Official Compilation of Codes, Rules and Regulations*

OFFICE AND STAFF:

Director: Maureen L. Bigness  
Address: NYS Department of State  
162 Washington Avenue  
Albany, New York 12231  
Telephone: (518) 474-6785  
Person to contact about information on this survey: Maureen L. Bigness  
Governing Agency: Department of State  
This office is under the Secretary of State.  
Total number of employees (FTE): 7 (Full-time: ; Part-time: )  
Office Hours: 8:00 a.m. to 5:00 p.m. Monday thru Friday

BUDGET:

Salaries: N/A  
Printing Expenses: N/A  
Director's Salary (Optional):  
\_\_\_\_\_ Under \$10,000  
\_\_\_\_\_ \$15,000 - \$20,000  
\_\_\_\_\_ \$25,000 - \$30,000  
\_\_\_\_\_ \$35,000 - \$40,000  
\_\_\_\_\_ \$10,000 - \$15,000  
\_\_\_\_\_ \$20,000 - \$25,000  
\_\_\_\_\_ \$30,000 - \$35,000  
\_\_\_\_\_ over \$40,000  
Subsidy received: N/A  
Amount received from subscriptions: N/A

PUBLICATION:

Frequency of printing entire Code: Never  
Number of sets printed in last complete publication:  
Year entire Code last published:  
Supplementation frequency: Monthly  
Form of supplementation: Replacement pages

CIRCULATION:

Number of paid subscribers: N/A  
Number of free subscribers: 0  
Price per set: \$2,673  
Number of volumes per set: 54  
If sold by less than entire set, please answer the following:  
How sold? By volume  
Price? \$49.50 per volume  
Is supplement automatically sent to subscribers of entire Code? No  
If not, is there a separate subscription for supplementation? Yes  
Is supplementation covered by original price of entire Code? No  
If not, please indicate the price for supplementation: \$465 a year  
How do you promote sales? Contractor  
How do you distribute/mail? Contractor  
Subscribers are billed.

FORMAT: Loose-leaf

1986 SURVEY OF CODES AND REGISTERS

NEW YORK

**VOLUME:**

Pages per full set: 47,000  
Average pages per volume: 700-900  
Pages per supplement (average):

**LAW:**

Official Text: Yes  
Judicial Notice: Yes  
Annotations: Yes  
Edit: Yes  
Emergency rules included: Yes

**COMPUTER COMPOSITION:**

Computer Use: Yes  
Searchable data base: No  
Microfiche: No  
Microfilm: No  
What type/brand of computer equipment do you use? Imlac  
What type/brand of software do you use? Same

**INDEXING:**

Does your Code contain one or more indices? Yes  
If so, please specify type(s): Two-volume, Key-word Index for the complete set  
Indices are prepared by the publisher.

**ARRANGEMENT:**

The *Official Compilation of Codes, Rules and Regulations* is arranged by agency.

**MISCELLANEOUS:**

When did you first publish your Code? 1945  
The *Official Compilation of Codes, Rules and Regulations* is not distributed to depository libraries.  
The *Official Compilation of Codes, Rules and Regulations* contains nothing other than rules.  
The *Official Compilation of Codes, Rules and Regulations* is published in-house and printed by an outside printer.

**COPIES OF THE OFFICIAL COMPILATION OF CODES, RULES AND REGULATIONS MAY BE OBTAINED FROM:**

NYCRR  
NYS Department of State  
162 Washington Avenue  
Albany, New York 12231

1986 SURVEY OF CODES AND REGISTERS

NORTH CAROLINA

STATE: NORTH CAROLINA

ADMINISTRATIVE REGISTER: *North Carolina Register*

OFFICE AND STAFF:

Director: Molly Mason  
Address: P.O. Drawer 11666  
Raleigh, North Carolina 27604  
Telephone: (919) 733-2678  
Person to contact about information on this survey: Molly Mason  
Governing Agency: Office of Administrative Hearings  
This office is a quasi - judicial one.  
Total number of employees (FTE): 6 (Full-time: 6; Part-time: 0)  
Office Hours: 8:00 a.m. - 5:00 p.m., Monday thru Friday

BUDGET:

Salaries: \$99,876  
Printing Expenses: \$20,000  
Director's Salary (Optional):  

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____ x	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

  
Subsidy received: \$250,000  
Amount received from subscriptions:

FREQUENCY OF ISSUE: Monthly

CIRCULATION (as of January 1, 1986): (Publication started 4/86)

Number of paid subscribers: 104  
Number of free subscribers: 550  
Price per issue: \$8  
Price per subscription: \$95 per year  
Is the subscription and/or single issue price set by statute? No  
If not, how are they determined? Administrative rule  
Length of subscription: 1 year  
How do you promote sales? Advertise in newspapers, mail out pamphlets  
How do you distribute/mail? 1st class U.S. mail; Courier and Interoffice  
Subscribers are billed.

VOLUME:

Average pages per issue (1985): N/A  
Pages per year (1985): N/A

COMPUTER COMPOSITION:

Computer Use: Yes, IBM - ATMS (Script)  
Searchable data base: Yes  
Microfiche: No  
Microfilm: No

1986 SURVEY OF CODES AND REGISTERS  
NORTH CAROLINA

**CONTENT:**

<b>Proposed Rules:</b>	Full text and notice only
<b>Adopted Rules:</b>	Notice only, if rules differ from proposed
<b>Emergency Rules:</b>	Full text
<b>Court Ordered Rules:</b>	No
<b>Executive Orders:</b>	Full text
<b>Proclamations:</b>	No
<b>State Contracts:</b>	No
<b>Executive Items:</b>	No
<b>Judicial Items:</b>	No
<b>Legislative Items:</b>	No
<b>Attorney General Opinions:</b>	No
<b>Open Meetings:</b>	No
<b>Public Hearings:</b>	Yes
<b>Index:</b>	Yes

**LAW:**

**Correction of Nonsubstantive Errors:**  
**Correction of Substantive Errors:**  
**Official Text:**  
**Judicial Notice:**  
**Annotations:**  
**Edit:**  
**Legislative Oversight:**  
**Economic Impact Statement:**  
**Emergency Rules:**  
    **In effect how long?**

**MISCELLANEOUS:**

**Editorial Standards Manual/Guidelines:** Yes, in process of updating  
**Instruction in regulation drafting:** Yes  
    **Seminars:** Yes  
    **Consultations:** Yes  
    **Manual:** Yes  
    **Pre-publication review:** No  
    **Liaison Representative Required:** Yes  
**When did you begin publishing the Register?** 4/86  
**The North Carolina Register is not distributed to depository libraries.**  
**The North Carolina Register is printed by an outside publisher/printer.**  
**Copy for publication is generated by the Office of Administrative Hearings in-house.**

**COPIES OF THE NORTH CAROLINA REGISTER MAY BE OBTAINED FROM:**

Office of Administrative Hearings  
P.O. Drawer 11666  
Raleigh, North Carolina 27604

1986 SURVEY OF CODES AND REGISTERS

NORTH CAROLINA

STATE: NORTH CAROLINA

ADMINISTRATIVE CODE: *North Carolina Administrative Code*

OFFICE AND STAFF:

Director: Molly Mason

Address: Office of Administrative Hearings  
P.O. Drawer 11666  
Raleigh, North Carolina 27604

Telephone: (919) 733-2678

Person to contact about information on this survey: Molly Mason

Governing Agency: Office of Administrative Hearings

This office is a quasi - judicial one.

Total number of employees (FTE): 6 (Full-time: 6; Part-time: 0)

Office Hours: 8:00 a.m. - 5:00 p.m., Monday thru Friday

BUDGET:

Salaries: \$99,876

Printing Expenses:

Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	<u>  x  </u>	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received: \$250,000

Amount received from subscriptions:

PUBLICATION:

Frequency of printing entire Code: Semi-annually

Number of sets printed in last complete publication: 300

Year entire Code last published: 1986

Supplementation frequency: None

Form of supplementation:

CIRCULATION:

Number of paid subscribers: 118

Number of free subscribers: 108

Price per set: \$40

Number of volumes per set:

If sold by less than entire set, please answer the following:

How sold?

Price?

Is supplement automatically sent to subscribers of entire Code?

If not, is there a separate subscription for supplementation?

Is supplementation covered by original price of entire Code?

If not, please indicate the price for supplementation:

How do you promote sales? We don't.

How do you distribute/mail? 1st class U.S. mail; Courier and Interoffice

Subscribers are billed.

FORMAT: Loose-leaf; Portions of the Code are available on loose-leaf pages; microfiche

1986 SURVEY OF CODES AND REGISTERS  
NORTH CAROLINA

**VOLUME:**

Pages per full set: 100 fiche  
Average pages per volume:  
Pages per supplement (average):

**LAW:**

Official Text: Yes  
Judicial Notice: No  
Annotations: No  
Edit: No  
Emergency rules included: Yes

**COMPUTER COMPOSITION:**

Computer Use: Yes  
Searchable data base: Yes  
Microfiche: Yes  
Microfilm: No  
What type/brand of computer equipment do you use? IBM - PC/ATMS system  
What type/brand of software do you use?

**INDEXING:**

Does your Code contain one or more indices? Yes  
If so, please specify type(s): General Statute Index  
Indices are prepared in-house by staff members.

**ARRANGEMENT:**

*The North Carolina Administrative Code is arranged by agency.*

**MISCELLANEOUS:**

When did you first publish your Code? 1976 (loose-leaf pages); 1980 (microfiche)  
*The North Carolina Administrative Code is not distributed to depository libraries.*  
*The North Carolina Administrative Code contains nothing other than rules.*  
*The North Carolina Administrative Code is published in-house and printed by an outside printer.*  
Other information about your Code not explained above: Portions of the Code are available on loose-leaf pages, published and printed in-house.

**COPIES OF THE NORTH CAROLINA ADMINISTRATIVE CODE MAY BE OBTAINED FROM:**

Office of Administrative Hearings  
P.O. Drawer 11666  
Raleigh, North Carolina 27604

1986 SURVEY OF CODES AND REGISTERS  
NORTH DAKOTA

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STATE: NORTH DAKOTA

ADMINISTRATIVE REGISTER: None

**OFFICE AND STAFF:**

Director:

Address:

Telephone:

Person to contact about information on this survey:

Governing Agency:

Is your office under the Secretary of State, the Legislature or other (specify).

Total number of employees (FTE): (Full-time: ; Part-time: )

Office Hours:

**BUDGET:**

Salaries:

Printing Expenses:

Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received:

Amount received from subscriptions:

**FREQUENCY OF ISSUE:**

**CIRCULATION (as of January 1, 1986):**

Number of paid subscribers:

Number of free subscribers:

Price per issue:

Price per subscription:

Is the subscription and/or single issue price set by statute?

If not, how are they determined?

Length of subscription:

How do you promote sales?

How do you distribute/mail?

Are subscribers billed or are they required to pay in advance?

**VOLUME:**

Average pages per issue (1985):

Pages per year (1985):

**COMPUTER COMPOSITION:**

Computer Use:

Searchable data base:

Microfiche:

Microfilm:

What do you use, if not a computer?

**1986 SURVEY OF CODES AND REGISTERS**  
**NORTH DAKOTA**

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**CONTENT:**

- Proposed Rules:**
- Adopted Rules:**
- Emergency Rules:**
- Court Ordered Rules:**
- Executive Orders:**
- Proclamations:**
- State Contracts:**
- Executive Items:**
- Judicial Items:**
- Legislative Items:**
- Attorney General Opinions:**
- Other:**
- Open Meetings:**
- Public Hearings:**
- Index:**

**LAW:**

- Correction of Nonsubstantive Errors:**
- Correction of Substantive Errors:**
- Official Text:**
- Judicial Notice:**
- Annotations:**
- Edit:**
- Legislative Oversight:**
- Economic Impact Statement:**
- Emergency Rules:**
  - In effect how long?**

**MISCELLANEOUS:**

- Editorial Standards Manual/Guidelines:**
- Instruction in regulation drafting:**
  - Seminars:**
  - Consultations:**
  - Manual:**
  - Pre-publication review:**
  - Liaison Representative Required:**
  - Other (specify):**
- When did you begin publishing the Register?**
- Is the Register distributed to depository libraries in your state free of charge?**
- Is the Register printed in-house or by an outside publisher/printer?**
- Is the copy for publication generated by your agency in-house, by the publisher or by the agencies?**
- Other information about your Register not explained above:**

**Where can copies of your Register be obtained:**

1986 SURVEY OF CODES AND REGISTERS  
NORTH DAKOTA

STATE: NORTH DAKOTA

ADMINISTRATIVE CODE: *North Dakota Administrative Code*

**OFFICE AND STAFF:**

**Director:** John D. Olsrud, Director

**Address:** Legislative Council  
State Capitol  
Bismarck, North Dakota 58505

**Telephone:** (701) 224-2916

**Person to contact about information on this survey:** Katherine M. Chester, Code Revisor

**Governing Agency:** Legislative Council

**This office is under the legislature.**

**Total number of employees (FTE):** 1 (Full-time: 0; Part-time: 4)

**Office Hours:**

**BUDGET:**

**Salaries:** \$19,000

**Printing Expenses:** \$25,665

**Director's Salary (Optional):**

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

**Subsidy received:** \$35,755

**Amount received from subscriptions:** \$8,910

**PUBLICATION:**

**Frequency of printing entire Code:** Not determined

**Number of sets printed in last complete publication:** 25

**Year entire Code last published:** 1985

**Supplementation frequency:** Monthly

**Form of supplementation:** Replacement pages

**CIRCULATION:**

**Number of paid subscribers:** 81

**Number of free subscribers:** 118

**Price per set:** \$150

**Number of volumes per set:** 14

**If sold by less than entire set, please answer the following:**

**How sold?**

**Price?**

**Is supplement automatically sent to subscribers of entire Code?** Yes

**Is supplementation covered by original price of entire Code?** Yes (for prior supplements)

**If not, please indicate the price for supplementation:** \$110 per year after subscribing to set

**How do you promote sales?** No promotion

**How do you distribute/mail?** Secretary of State

**Subscribers are billed.**

**FORMAT:** Loose-leaf

1986 SURVEY OF CODES AND REGISTERS

NORTH DAKOTA

**VOLUME:**

Pages per full set: 5,721  
Average pages per volume: 415  
Pages per supplement (average): 174

**LAW:**

Official Text: Yes  
Judicial Notice: Yes  
Annotations: No  
Edit: Yes  
Emergency rules included: Yes

**COMPUTER COMPOSITION:**

Computer Use: Yes  
Searchable data base: Yes  
Microfiche: No  
Microfilm: No  
What type/brand of computer equipment do you use? IBM  
What type/brand of software do you use? ATMS

**INDEXING:**

Does your Code contain one or more indices? Yes  
If so, please specify type(s): Parallel tables of laws implemented by rules; subject index being prepared  
Indices are prepared in-house by staff members.

**ARRANGEMENT:**

The *North Dakota Administrative Code* is arranged by agency.

**MISCELLANEOUS:**

When did you first publish your Code? 1978  
The *North Dakota Administrative Code* is distributed free of charge to state depository libraries.  
The *North Dakota Administrative Code* contains nothing other than rules.  
The *North Dakota Administrative Code* is published in-house and printed by an outside printer.

**COPIES OF THE NORTH DAKOTA ADMINISTRATIVE CODE MAY BE OBTAINED FROM:**

Secretary of State  
State Capitol  
Bismarck, North Dakota 58505

1986 SURVEY OF CODES AND REGISTERS

OHIO

STATE: OHIO

ADMINISTRATIVE REGISTER: *Ohio Monthly Record*

OFFICE AND STAFF:

Director: Robert S. Hebert, Acting Director

Address: Legislative Service Commission

State House - 5th Floor

Columbus, Ohio 43215

Telephone: (614) 466-5988

Person to contact about information on this survey: Barbara Patterson (614) 466-7572

Governing Agency: Legislative Service Commission

This office is under the legislature.

Total number of employees (FTE): 3.2 (Full-time: 2; Part-time: 2)

Office Hours: 8:00 a.m. to 5:00 p.m., Monday thru Friday

BUDGET:

Salaries: N/A

Printing Expenses: \*

Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received: N/A

Amount received from subscriptions:

FREQUENCY OF ISSUE: Monthly

CIRCULATION (as of January 1, 1986):

Number of paid subscribers: \*

Number of free subscribers: \*

Price per issue: \*

Price per subscription: \*

Is the subscription and/or single issue price set by statute? No

If not, how are they determined? \*

Length of subscription: \*

How do you promote sales? \*

How do you distribute/mail? \*

Are subscribers billed or are they required to pay in advance? \*

VOLUME:

Average pages per issue (1985): 118

Pages per year (1985): 1,418

COMPUTER COMPOSITION:

Computer Use: \*

Searchable data base: \*

Microfiche: \*

Microfilm: \*

What do you use, if not a computer? \*

1986 SURVEY OF CODES AND REGISTERS

OHIO

**CONTENT:**

<b>Proposed Rules:</b>	Notice only, of rules in accordance with public hearings concerning the Ohio APA
<b>Adopted Rules:</b>	Full text
<b>Emergency Rules:</b>	Full text
<b>Court Ordered Rules:</b>	No
<b>Executive Orders:</b>	No
<b>Proclamations:</b>	No
<b>State Contracts:</b>	No
<b>Executive Items:</b>	No
<b>Judicial Items:</b>	No
<b>Legislative Items:</b>	No
<b>Attorney General Opinions:</b>	No
<b>Open Meetings:</b>	No
<b>Public Hearings:</b>	Yes, see above: Proposed Rules
<b>Index:</b>	Yes

**LAW:**

<b>Correction of Nonsubstantive Errors:</b>	Yes (1)
<b>Correction of Substantive Errors:</b>	Yes (1)
<b>Official Text:</b>	Yes (1)
<b>Judicial Notice:</b>	No
<b>Annotations:</b>	No
<b>Edit:</b>	Yes
<b>Legislative Oversight:</b>	Yes
<b>Economic Impact Statement:</b>	Yes
<b>Emergency Rules:</b>	Yes

In effect how long? 90 days unless re-adopted in accordance with regular rulemaking procedures

(1) see *Ohio Revised Code* sections 101.35, 103.05, 111.15, 119.01, 119.03, 119.031, 119.04, 121.24, 127.18, 4141.14, and 5703.14

**MISCELLANEOUS:**

<b>Editorial Standards Manual/Guidelines:</b>	Yes
<b>Instruction in regulation drafting:</b>	Yes
<b>Seminars:</b>	Yes
<b>Consultations:</b>	Yes
<b>Manual:</b>	Yes
<b>Pre-publication review:</b>	Yes
<b>Liaison Representative Required:</b>	Yes

When did you begin publishing the Register? 1/77

Is the Register distributed to depository libraries in your state free of charge? \*

The *Ohio Monthly Record* is printed by an outside publisher/printer.

Copy for publication is generated by the agencies.

Other information about your Register not explained above: The *Ohio Monthly Record* is published by the Banks-Baldwin Law Publishing Company. For information about the matters marked with an asterisk (\*), please contact Jennifer Grandfield at the address and phone number listed below.

**COPIES OF THE OHIO MONTHLY RECORD MAY BE OBTAINED FROM:**

Banks-Baldwin Law Publishing Company (216) 721-7373, Ext. 346  
University Center, P.O. Box 1974  
Cleveland, Ohio 44106

1986 SURVEY OF CODES AND REGISTERS

OHIO

STATE: OHIO

ADMINISTRATIVE CODE: *Ohio Administrative Code*

OFFICE AND STAFF:

Director: Robert S. Hebert, Acting Director

Address: Legislative Service Commission  
State House - 5th Floor  
Columbus, Ohio 43215

Telephone: (614) 466-5988

Person to contact about information on this survey: Barbara Patterson (614) 466-7572

Governing Agency: Legislative Service Commission

This office is under the legislature.

Total number of employees (FTE): 3.2 (Full-time: 2; Part-time: 2)

Office Hours: 8:00 a.m. to 5:00 p.m., Monday thru Friday

BUDGET:

Salaries: N/A

Printing Expenses: \*

Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received: N/A

Amount received from subscriptions: \*

PUBLICATION:

Frequency of printing entire Code: Yearly

Number of sets printed in last complete publication: 200

Year entire Code last published: 1985

Supplementation frequency: Monthly (see *Register* information)

Form of supplementation: Replacement pages and pocket parts

CIRCULATION:

Number of paid subscribers: \*

Number of free subscribers: \*

Price per set: \*

Number of volumes per set: \*

If sold by less than entire set, please answer the following:

How sold? \*

Price? \*

Is supplement automatically sent to subscribers of entire Code? \*

If not, is there a separate subscription for supplementation? \*

Is supplementation covered by original price of entire Code? \*

If not, please indicate the price for supplementation: \*

How do you promote sales? \*

How do you distribute/mail? \*

Are subscribers billed or are they required to pay in advance? \*

FORMAT: Post binder

1986 SURVEY OF CODES AND REGISTERS

OHIO

**VOLUME:**

Pages per full set: 6,912  
Average pages per volume: 768  
Pages per supplement (average): 118 (see *Register* info.)

**LAW:**

Official Text: Yes  
Judicial Notice: No  
Annotations: No  
Edit: Yes  
Emergency rules included: Yes  
Other (specify): See the *Ohio Revised Code* sections listed in the Law section of the *Register* information on page 156

**COMPUTER COMPOSITION:**

Computer Use: \*  
Searchable data base: \*  
Microfiche: \*  
Microfilm: \*  
What type/brand of computer equipment do you use? \*  
What type/brand of software do you use? \*  
What do you use, if not computers? \*

**INDEXING:**

Does your Code contain one or more indices? Yes  
If so, please specify type(s): Subject, rule #'s, cross references to *Ohio Administrative Code & Ohio Revised Code*  
Indices are prepared by the publisher.

**ARRANGEMENT:**

The *Ohio Administrative Code* is arranged by agency.

**MISCELLANEOUS:**

When did you first publish your Code? 1/77  
Is the Code distributed to depository libraries in your state free of charge? \*  
The *Ohio Administrative Code* also contains a user's guide and agency addresses.  
The *Ohio Administrative Code* is published by an outside printer/publisher.  
Other information about your Code not explained above: The *Ohio Administrative Code* is published by the Banks-Baldwin Law Publishing Company. For information about the matters marked with an asterisk (\*), please contact Jennifer Grandfield at the address and phone number listed below.

**COPIES OF THE OHIO ADMINISTRATIVE CODE MAY BE OBTAINED FROM:**

Banks-Baldwin Law Publishing Company  
University Center, P.O. Box 1974  
Cleveland, Ohio 44106  
(206) 721-7373 Ext. 346



1986 SURVEY OF CODES AND REGISTERS

OKLAHOMA

**CONTENT:**

<b>Proposed Rules:</b>	Full text & notice only; if submitted, they are usually published
<b>Adopted Rules:</b>	Full text
<b>Emergency Rules:</b>	Full text
<b>Court Ordered Rules:</b>	No
<b>Executive Orders:</b>	Full text
<b>Proclamations:</b>	No
<b>State Contracts:</b>	No
<b>Executive Items:</b>	No
<b>Judicial Items:</b>	No
<b>Legislative Items:</b>	No
<b>Attorney General Opinions:</b>	No
<b>Other:</b>	Full text of Resolutions (legislative disapprovals)
<b>Open Meetings:</b>	No
<b>Public Hearings:</b>	Yes
<b>Index:</b>	Yes

**LAW:**

<b>Correction of Nonsubstantive Errors:</b>	No
<b>Correction of Substantive Errors:</b>	No
<b>Official Text:</b>	No
<b>Judicial Notice:</b>	No
<b>Annotations:</b>	No
<b>Edit:</b>	No
<b>Legislative Oversight:</b>	Yes
<b>Economic Impact Statement:</b>	No
<b>Emergency Rules:</b>	No

**MISCELLANEOUS:**

<b>Editorial Standards Manual/Guidelines:</b>	No
<b>Instruction in regulation drafting:</b>	No
<b>Seminars:</b>	No
<b>Consultations:</b>	No
<b>Manual:</b>	No
<b>Pre-publication review:</b>	No
<b>Liaison Representative Required:</b>	No

**When did you begin publishing the Register?** 1962

**The *Oklahoma Register* is distributed free of charge to state depository libraries.**

**The *Oklahoma Register* is printed in-house.**

**Copy for publication is generated by the Oklahoma Department of Libraries in-house.**

**COPIES OF THE OKLAHOMA REGISTER MAY BE OBTAINED FROM:**

Oklahoma Department of Libraries  
Legislative Reference Division  
200 N.E. 18th Street  
Oklahoma City, Oklahoma 73105

1986 SURVEY OF CODES AND REGISTERS

OKLAHOMA

STATE: OKLAHOMA

ADMINISTRATIVE CODE: None

OFFICE AND STAFF:

Director:

Address:

Telephone:

Person to contact about information on this survey:

Governing Agency:

Is your office under the Secretary of State, the Legislature or other (specify)?

Total number of employees (FTE): (Full-time: ; Part-time: )

Office Hours:

BUDGET:

Salaries:

Printing Expenses:

Director's Salary (Optional):

_____ Under \$10,000	_____ \$10,000 - \$15,000
_____ \$15,000 - \$20,000	_____ \$20,000 - \$25,000
_____ \$25,000 - \$30,000	_____ \$30,000 - \$35,000
_____ \$35,000 - \$40,000	_____ over \$40,000

Subsidy received:

Amount received from subscriptions:

PUBLICATION:

Frequency of printing entire Code:

Number of sets printed in last complete publication:

Year entire Code last published:

Supplementation frequency:

Form of supplementation:

CIRCULATION:

Number of paid subscribers:

Number of free subscribers:

Price per set:

Number of volumes per set:

If sold by less than entire set, please answer the following:

How sold?

Price?

Is supplement automatically sent to subscribers of entire Code?

If not, is there a separate subscription for supplementation?

Is supplementation covered by original price of entire Code?

If not, please indicate the price for supplementation:

How do you promote sales?

How do you distribute/mail?

Are subscribers billed or are they required to pay in advance?

FORMAT:

1986 SURVEY OF CODES AND REGISTERS  
OKLAHOMA

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**VOLUME:**

- Pages per full set:
- Average pages per volume:
- Pages per supplement (average):

**LAW:**

- Official Text:
- Judicial Notice:
- Annotations:
- Edit:
- Emergency rules included:
- Other (specify):

**COMPUTER COMPOSITION:**

- Computer Use:
- Searchable data base:
- Microfiche:
- Microfilm:
- What type/brand of computer equipment do you use?
- What type/brand of software do you use?
- What do you use, if not computers?

**INDEXING:**

- Does your Code contain one or more indices?
- If so, please specify type(s)
- Are indices prepared in-house by staff members or by the publisher?

**ARRANGEMENT:**

- Is your Code arranged by subject matter, by agency or by some other means?

**MISCELLANEOUS:**

- When did you first publish your Code?
- Is the Code distributed to depository libraries in your state free of charge?
- If your Code contains anything other than rules, please specify the contents:
- Is your Code published in-house or by an outside publisher?
  - If done in-house, is it printed in-house or by an outside printer?
- Other information about your Code not explained above:

Where can copies of your Code be obtained:

1986 SURVEY OF CODES AND REGISTERS  
OREGON

STATE: OREGON

ADMINISTRATIVE REGISTER: *Oregon Administrative Rules Bulletin*

OFFICE AND STAFF:

Director: Janet Sullivan  
Address: 143 State Capitol  
Salem, Oregon 97310  
Telephone: (503) 378-4339  
Person to contact about information on this survey: Janet Sullivan  
Governing Agency: Secretary of State  
This office is under the Secretary of State.  
Total number of employees (FTE): (Full-time: 2; Part-time: 4)  
Office Hours: 8:00 a.m. to 5:00 p.m., Five days a week

BUDGET:

Salaries: \$161,231  
Printing Expenses: \$30,000  
Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____x	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received: None  
Amount received from subscriptions:

FREQUENCY OF ISSUE: Bi-monthly

CIRCULATION (as of January 1, 1986):

Number of paid subscribers: N/A  
Number of free subscribers: 825  
Price per issue: Free  
Price per subscription: Free  
Is the subscription and/or single issue price set by statute? N/A  
Length of subscription:  
How do you promote sales? N/A  
How do you distribute/mail? Mail under bulk mailing permit  
Are subscribers billed or are they required to pay in advance?

VOLUME:

Average pages per issue (1985): 28-30  
Pages per year (1985): 667

COMPUTER COMPOSITION:

Computer Use: No  
Searchable data base: No  
Microfiche: No  
Microfilm: No  
What do you use, if not a computer? Bulletin prepared on IBM displaywriter

1986 SURVEY OF CODES AND REGISTERS

OREGON

CONTENT:

Proposed Rules:	Notice only
Adopted Rules:	Notice only
Emergency Rules:	Notice only
Court Ordered Rules:	No
Executive Orders:	Full text
Proclamations:	No
State Contracts:	No
Executive Items:	No
Judicial Items:	No
Legislative Items:	No
Attorney General Opinions	No
Open Meetings:	No
Public Hearings:	Yes
Index:	No

LAW:

Correction of Nonsubstantive Errors:	Yes
Correction of Substantive Errors:	Yes
Official Text:	No
Judicial Notice:	No
Annotations:	No
Edit:	Yes
Legislative Oversight:	No
Economic Impact Statement:	No
Emergency Rules	No
In effect how long?	

MISCELLANEOUS:

Editorial Standards Manual/Guidelines:	Yes
Instruction in regulation drafting:	Yes
Seminars:	Yes
Consultations:	No
Manual:	Yes
Pre-publication review:	Yes
Liaison Representative Required:	No

When did you begin publishing the Register? 1958

The *Oregon Administrative Rules Bulletin* is distributed free of charge to state and federal depository libraries.

The *Oregon Administrative Rules Bulletin* is printed by an outside publisher/printer: State printer.

Copy for publication is generated by the *Register* staff in-house.

COPIES OF THE OREGON ADMINISTRATIVE RULES BULLETIN MAY BE OBTAINED FROM:

Secretary of State  
143 State Capitol  
Salem, Oregon 97310

1986 SURVEY OF CODES AND REGISTERS

OREGON

STATE: OREGON

ADMINISTRATIVE CODE: *Oregon Administrative Rules Compilation*

OFFICE AND STAFF:

Director: Janet Sullivan

Address: 143 State Capitol  
Salem, Oregon 97310

Telephone: (503) 378-4339

Person to contact about information on this survey: Janet Sullivan

Governing Agency: Secretary of State

This office is under the Secretary of State.

Total number of employees (FTE): (Full-time: 2; Part-time: 4)

Office Hours: 8:00 a.m. to 5:00 p.m., Five days a week

BUDGET:

Salaries: \$161,231

Printing Expenses: \$90,565

Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____ <u>x</u>	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received: None

Amount received from subscriptions:

PUBLICATION:

Frequency of printing entire Code: Update *Compilation* monthly

Number of sets printed in last complete publication:

Year entire Code last published: On-going amendments

Supplementation frequency: Monthly

Form of supplementation: Replacement pages

CIRCULATION:

Number of paid subscribers: 193

Number of free subscribers: 61

Price per set: \$300

Number of volumes per set: 8

If sold by less than entire set, please answer the following:

How sold? N/A

Price? N/A

Is supplement automatically sent to subscribers of entire Code? No

If not, is there a separate subscription for supplementation? Yes

Is supplementation covered by original price of entire Code? No

If not, please indicate the price for supplementation: \$240 per year; only subscription for updates at \$20 per month

How do you promote sales?

How do you distribute/mail? Bulk mailing permit

Subscribers are billed.

FORMAT: Loose-leaf

1986 SURVEY OF CODES AND REGISTERS

OREGON

**VOLUME:**

Pages per full set: 7,500  
Average pages per volume: 450  
Pages per supplement (average): 367

**LAW:**

Official Text: Yes  
Judicial Notice: Yes  
Annotations: Yes  
Edit: Yes  
Emergency rules included: No

**COMPUTER COMPOSITION:**

Computer Use: Yes  
Searchable data base: Yes  
Microfiche: No  
Microfilm: No  
What type/brand of computer equipment do you use? IBM terminals  
What type/brand of software do you use? ATMS and CCI language

**INDEXING:**

Does your Code contain one or more indices? No  
If so, please specify type(s): Table of Contents for each chapter only  
Are indices prepared in-house by staff members or by the publisher?

**ARRANGEMENT:**

*The Oregon Administrative Rules Compilation is arranged by agency and by Chapter number.*

**MISCELLANEOUS:**

When did you first publish your Code? 1958 partial only  
*The Oregon Administrative Rules Compilation is distributed free of charge to state and federal depository libraries.*  
*The Oregon Administrative Rules Compilation contains nothing other than rules.*  
*The Oregon Administrative Rules Compilation is published and printed by an outside publisher/printer: State Printer.*

**COPIES OF THE OREGON ADMINISTRATIVE RULES COMPILATION MAY BE OBTAINED FROM:**

Secretary of State  
143 State Capitol  
Salem, Oregon 97310

1986 SURVEY OF CODES AND REGISTERS

PENNSYLVANIA

STATE: PENNSYLVANIA

ADMINISTRATIVE REGISTER: *Pennsylvania Bulletin*

OFFICE AND STAFF:

Director: Gary R. Hoffman  
Address: PA Code  
647 Main Capitol Building  
Harrisburg, Pennsylvania 17120  
Telephone: (717) 783-1530  
Person to contact about information on this survey: Gary R. Hoffman  
Governing Agency: Legislative Reference Bureau  
This office is under the legislature.  
Total number of employees (FTE): 7 (Full-time: 7; Part-time: 0)  
Office Hours: 9:00 a.m. to 5:00 p.m., Monday thru Friday

BUDGET:

Salaries:  
Printing Expenses:  
Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received:  
Amount received from subscriptions

FREQUENCY OF ISSUE: Weekly

CIRCULATION (as of January 1, 1986):

Number of paid subscribers: 12,000  
Number of free subscribers: 0  
Price per issue: \$1.25  
Price per subscription: \$45 per year  
Is the subscription and/or single issue price set by statute? No  
If not, how are they determined? Regs. of Joint Committee on Documents (Policy-making body)  
Length of subscription: 1 year  
How do you promote sales? None  
How do you distribute/mail? U.S. Mail  
Subscribers are required to pay in advance.

VOLUME:

Average pages per issue (1985): 100  
Pages per year (1985): 5,200

COMPUTER COMPOSITION:

Computer Use: Yes  
Searchable data base: No  
Microfiche: Yes Price: N/A to public  
Microfilm: Yes Price: \$15 per year  
What do you use, if not a computer? Compugraphic Typesetter

1986 SURVEY OF CODES AND REGISTERS

PENNSYLVANIA

**CONTENT:**

<b>Proposed Rules:</b>	Full text
<b>Adopted Rules:</b>	Full text
<b>Emergency Rules:</b>	Full text
<b>Court Ordered Rules:</b>	Full text
<b>Executive Orders:</b>	Full text
<b>Proclamations:</b>	No
<b>State Contracts:</b>	Full text
<b>Executive Items:</b>	Full text
<b>Judicial Items:</b>	Full text
<b>Legislative Items:</b>	Full text
<b>Attorney General Opinions:</b>	Full text
<b>Other:</b>	Full text of App. and actions, Motor carrier app., Alleged violations
<b>Open Meetings:</b>	No
<b>Public Hearings:</b>	No
<b>Index:</b>	Yes

**LAW:**

<b>Correction of Nonsubstantive Errors:</b>	Yes
<b>Correction of Substantive Errors:</b>	No
<b>Official Text:</b>	Yes
<b>Judicial Notice:</b>	Yes
<b>Annotations:</b>	No
<b>Edit:</b>	Yes
<b>Legislative Oversight:</b>	Yes
<b>Economic Impact Statement:</b>	Yes
<b>Emergency Rules:</b>	Yes
<b>In effect how long?</b> 120 days	

**MISCELLANEOUS:**

<b>Editorial Standards Manual/Guidelines:</b>	Yes
<b>Instruction in regulation drafting:</b>	Yes
<b>Seminars:</b>	Yes
<b>Consultations:</b>	Yes
<b>Manual:</b>	No
<b>Liaison Representative Required:</b>	Yes
<b>When did you begin publishing the Register?</b>	1970

**The *Pennsylvania Bulletin* is distributed free of charge to state depository libraries.**

**The *Pennsylvania Bulletin* is printed by an outside publisher/printer.**

**Copy for publication is generated by the agencies originally, edited by the Legislative Reference Bureau in-house and composed by the printer.**

**Other information about your Register not explained above:** Agencies generate all original copy and deposit at the Legislative Reference Bureau. LRB edits. Contractor composes, prints and mails.

**COPIES OF THE PENNSYLVANIA BULLETIN MAY BE OBTAINED FROM:**

Pennsylvania Bulletin  
Department of General Services  
20 S. Third Street, P.O. Box 1365  
Harrisburg, Pennsylvania 17125

1986 SURVEY OF CODES AND REGISTERS  
PENNSYLVANIA

STATE: PENNSYLVANIA

ADMINISTRATIVE CODE: *Pennsylvania Code*

OFFICE AND STAFF:

Director: Gary R. Hoffman  
Address: PA Code  
647 Main Capitol Building  
Harrisburg, Pennsylvania 17120  
Telephone: (717) 783-1530  
Person to contact about information on this survey: Gary R. Hoffman  
Governing Agency: Legislative Reference Bureau  
This office is under the legislature.  
Total number of employees (FTE): 7 (Full-time: 7; Part-time: 0)  
Office Hours: 9:00 a.m. to 5:00 p.m., Monday thru Friday

BUDGET:

Salaries:  
Printing Expenses:  
Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received:  
Amount received from subscriptions:

PUBLICATION:

Frequency of printing entire Code: Never  
Number of sets printed in last complete publication: Never  
Year entire Code last published: Never  
Supplementation frequency: Monthly  
Form of supplementation: Replacement pages

CIRCULATION:

Number of paid subscribers: 5,600 (Full - 700, Single Titles - 4,900)  
Number of free subscribers: 0  
Price per set: \$817  
Number of volumes per set: 51  
If sold by less than entire set, please answer the following:  
How sold? Individual Titles  
Price? Varies  
Is supplement automatically sent to subscribers of entire Code? During first year  
If not, is there a separate subscription for supplementation? After first year  
Is supplementation covered by original price of entire Code? During first year  
If not, please indicate the price for supplementation: Varies  
How do you promote sales? Contractor by direct mail, attendance at conferences  
How do you distribute/mail? U.S. Mail  
Subscribers are billed.

FORMAT: Loose-leaf; Computer file thru Legislative Data Processing Center

1986 SURVEY OF CODES AND REGISTERS  
PENNSYLVANIA

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**VOLUME:**

Pages per full set: 30,000  
Average pages per volume: 600  
Pages per supplement (average): 800

**LAW:**

Official Text:	Yes
Judicial Notice:	Yes
Annotations:	Yes
Edit:	Yes
Emergency rules included:	Yes

**COMPUTER COMPOSITION:**

Computer Use:	Yes
Searchable data base:	Yes; N/A to public
Microfiche:	No
Microfilm:	No

What type/brand of computer equipment do you use?  
What type/brand of software do you use?

**INDEXING:**

Does your Code contain one or more indices? Yes  
If so, please specify type(s): Master index for entire Code; individual index for each Title  
Indices are prepared by the publisher.

**ARRANGEMENT:**

The *Pennsylvania Code* is arranged by subject matter and by agency.

**MISCELLANEOUS:**

When did you first publish your Code? Codification took 15 years 1969 - 1974  
The *Pennsylvania Code* is distributed free of charge to state depository libraries.  
The *Pennsylvania Code* also contains Statewide Court Rules, Home Rule Charters, and  
Legislative Districts.  
The *Pennsylvania Code* is published and printed by an outside publisher.

**COPIES OF THE PENNSYLVANIA CODE MAY BE OBTAINED FROM:**

Fry Communications, Inc.  
800 West Church Road  
Mechanicsburg, Pennsylvania 17055

1986 SURVEY OF CODES AND REGISTERS  
RHODE ISLAND

STATE: RHODE ISLAND

ADMINISTRATIVE REGISTER: *Compilation of Rules of State Agencies*

OFFICE AND STAFF:

Director: Phyllis Silva  
Address: Room 43, State House  
Providence, Rhode Island 02903  
Telephone: (401) 277-2353  
Person to contact about information on this survey: Phyllis Silva  
Governing Agency: Archives Division  
This office is under the Secretary of State.  
Total number of employees (FTE): 1 (Full-time: 1; Part-time: 0)  
Office Hours: 8:30 a.m. to 4:30 p.m., Monday thru Friday

BUDGET:

Salaries: \$20,000  
Printing Expenses: \$5,000  
Director's Salary (Optional):  

_____	Under \$10,000	_____	\$10,000 - \$15,000
<u>  x  </u>	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

  
Subsidy received: \$25,000  
Amount received from subscriptions:

FREQUENCY OF ISSUE: Quarterly

CIRCULATION (as of January 1, 1986):

Number of paid subscribers: Very few  
Number of free subscribers: All state & gov. agencies  
Price per issue:  
Price per subscription: At present - \$19.50 per year (Depends on cost & postage)  
Is the subscription and/or single issue price set by statute? No  
If not, how are they determined? Cost of printing and mailing  
Length of subscription: 1 year  
How do you promote sales?  
How do you distribute/mail? Mailing list by subscription; all state agencies automatic  
Subscribers are required to pay in advance.

VOLUME:

Average pages per issue (1985): 130 - 150  
Pages per year (1985): 350 - 400

COMPUTER COMPOSITION:

Computer Use: No  
Searchable data base: No  
Microfiche: No  
Microfilm: No  
What do you use, if not a computer? Staff compilation

1986 SURVEY OF CODES AND REGISTERS  
RHODE ISLAND

**CONTENT:**

<b>Proposed Rules:</b>	No
<b>Adopted Rules:</b>	No; only an index to filings
<b>Emergency Rules:</b>	No; only an index to filings
<b>Court Ordered Rules:</b>	No
<b>Executive Orders:</b>	No; only an index to filings
<b>Proclamations:</b>	No
<b>State Contracts:</b>	No
<b>Executive Items:</b>	No
<b>Judicial Items:</b>	No
<b>Legislative Items:</b>	No
<b>Attorney General Opinions:</b>	No
<b>Open Meetings:</b>	No
<b>Public Hearings:</b>	No
<b>Index:</b>	No

**LAW:**

<b>Correction of Nonsubstantive Errors:</b>	No*
<b>Correction of Substantive Errors:</b>	No*
<b>Official Text:</b>	No
<b>Judicial Notice:</b>	No
<b>Annotations:</b>	No
<b>Edit:</b>	No
<b>Legislative Oversight:</b>	No
<b>Economic Impact Statement:</b>	No
<b>Emergency Rules:</b>	No
<b>In effect how long?</b>	

*\*Law provides for publishing complete context "except if too cumbersome"*

**MISCELLANEOUS:**

<b>Editorial Standards Manual/Guidelines:</b>	No
<b>Instruction in regulation drafting:</b>	No
<b>Seminars:</b>	No
<b>Consultations:</b>	No
<b>Manual:</b>	No
<b>Pre-publication review:</b>	No
<b>Liaison Representative Required:</b>	No

**When did you begin publishing the Register?** 1984

**The *Compilation of Rules of State Agencies* is distributed free of charge to state depository libraries.**

**The *Compilation of Rules of State Agencies* is by an outside publisher/printer.**

**Copy for publication is generated by the Archives Division in-house.**

**COPIES OF THE *COMPILATION OF RULES OF STATE AGENCIES* MAY BE OBTAINED FROM:**

Archives  
Room 43 - State House  
Providence, Rhode Island 02903  
(401) 277-2353

1986 SURVEY OF CODES AND REGISTERS

RHODE ISLAND

STATE: RHODE ISLAND

ADMINISTRATIVE CODE: None

OFFICE AND STAFF:

Director:

Address:

Telephone:

Person to contact about information on this survey:

Governing Agency:

Is your office under the Secretary of State, the Legislature, or other (specify).

Total number of employees (FTE): (Full-time: ; Part-time: )

Office Hours:

BUDGET:

Salaries:

Printing Expenses:

Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received:

Amount received from subscriptions:

PUBLICATION:

Frequency of printing entire Code:

Number of sets printed in last complete publication:

Year entire Code last published:

Supplementation frequency:

Form of supplementation:

CIRCULATION:

Number of paid subscribers:

Number of free subscribers:

Price per set:

Number of volumes per set:

If sold by less than entire set, please answer the following:

How sold?

Price?

Is supplement automatically sent to subscribers of entire Code?

If not, is there a separate subscription for supplementation?

Is supplementation covered by original price of entire Code?

If not, please indicate the price for supplementation:

How do you promote sales?

How do you distribute/mail?

Are subscribers billed or are they required to pay in advance?

FORMAT:

1986 SURVEY OF CODES AND REGISTERS  
RHODE ISLAND

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**VOLUME:**

- Pages per full set:
- Average pages per volume:
- Pages per supplement (average):

**LAW:**

- Official Text:
- Judicial Notice:
- Annotations:
- Edit:
- Emergency rules included:
- Other (specify):

**COMPUTER COMPOSITION:**

- Computer Use:
- Searchable data base:
- Microfiche:
- Microfilm:
- What type/brand of computer equipment do you use?
- What type/brand of software do you use?
- What do you use, if not computers?

**INDEXING:**

- Does your Code contain one or more indices?
- If so, please specify type(s)
- Are indices prepared in-house by staff members or by the publisher?

**ARRANGEMENT:**

- Is your Code arranged by subject matter, by agency or by some other means?

**MISCELLANEOUS:**

- When did you first publish your Code?
- Is the Code distributed to depository libraries in your state free of charge?
- If your Code contains anything other than rules, please specify the contents:
- Is your Code published in-house or by an outside publisher?
  - If done in-house, is it printed in-house or by an outside printer?
- Other information about your Code not explained above:

Where can copies of your Code be obtained:

1986 SURVEY OF CODES AND REGISTERS

SOUTH CAROLINA

STATE: SOUTH CAROLINA

ADMINISTRATIVE REGISTER: *South Carolina State Register*

OFFICE AND STAFF:

Director: Thomas S. Linton  
Address: P. O. Box 11489  
Columbia, South Carolina 29211  
Telephone: (803) 758-2306  
Person to contact about information on this survey: Lynn Bartlett  
Governing Agency: Legislative Council  
This office is under the legislature.  
Total number of employees (FTE): 3 (Full-time: 1; Part-time: 2)  
Office Hours: 8:30 a.m. to 5:00 p.m., Monday thru Friday

BUDGET:

Salaries: (1)  
Printing Expenses: (1)  
Director's Salary (Optional):  

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	x over \$40,000

Subsidy received: none  
Amount received from subscriptions: \$14,000  
(1) Budget appropriated for State Register 1986-1987 - Total \$61,900

FREQUENCY OF ISSUE: Monthly

CIRCULATION (as of January 1, 1986):

Number of paid subscribers: 186  
Number of free subscribers: 313  
Price per issue: N/A  
Price per subscription: \$75 per year  
Is the subscription and/or single issue price set by statute? No  
If not, how are they determined? by Director  
Length of subscription: one year  
How do you promote sales? We don't.  
How do you distribute/mail? 3rd class  
Subscribers are billed and are required to pay in advance.

VOLUME:

Average pages per issue (1985): 150  
Pages per year (1985): 2,100

COMPUTER COMPOSITION:

Computer Use: No  
Searchable data base: No  
Microfiche: No  
Microfilm: No  
What do you use, if not a computer? past issues and files

1986 SURVEY OF CODES AND REGISTERS  
SOUTH CAROLINA

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**CONTENT:**

<b>Proposed Rules:</b>	Full text; synopsis required
<b>Adopted Rules:</b>	Full text
<b>Emergency Rules:</b>	Full text
<b>Court Ordered Rules:</b>	No
<b>Executive Orders:</b>	No
<b>Proclamations:</b>	No
<b>State Contracts:</b>	No
<b>Executive Items:</b>	No
<b>Judicial Items:</b>	No
<b>Legislative Items:</b>	No
<b>Attorney General Opinions:</b>	No
<b>Open Meetings:</b>	Yes
<b>Public Hearings:</b>	Yes
<b>Index:</b>	Yes

**LAW:**

<b>Correction of Nonsubstantive Errors:</b>	Yes
<b>Correction of Substantive Errors:</b>	No
<b>Official Text:</b>	No
<b>Judicial Notice:</b>	No
<b>Annotations:</b>	No
<b>Edit:</b>	No
<b>Legislative Oversight:</b>	Yes
<b>Economic Impact Statement:</b>	No
<b>Emergency Rules:</b>	Yes
<b>In effect how long?</b>	90 days

**MISCELLANEOUS:**

<b>Editorial Standards Manual/Guidelines:</b>	Yes
<b>Instruction in regulation drafting:</b>	Yes
<b>Seminars:</b>	No
<b>Consultations:</b>	Yes
<b>Manual:</b>	Yes
<b>Pre-publication review:</b>	No
<b>Liaison Representative Required:</b>	No

**When did you begin publishing the Register?** 1976

**The *South Carolina State Register* is distributed free of charge to state depository libraries.**

**The *South Carolina State Register* is printed in-house.**

**Copy for publication is generated by the Legislative Council in-house.**

**COPIES OF THE SOUTH CAROLINA STATE REGISTER MAY BE OBTAINED FROM:**

Legislative Council  
P. O. Box 11489  
Columbia, South Carolina 29211

1986 SURVEY OF CODES AND REGISTERS  
SOUTH CAROLINA

STATE: SOUTH CAROLINA

ADMINISTRATIVE CODE: *Code of Laws of South Carolina, 1976*

**OFFICE AND STAFF:**

Director: Thomas S. Linton  
Address: P. O. Box 11489  
Columbia, South Carolina 29211  
Telephone: (803) 758-2306  
Person to contact about information on this survey: Videau Simons, Librarian  
Governing Agency: Legislative Council  
This office is under the legislature.  
Total number of employees (FTE): 1 (Full-time: 1; Part-time: 0)  
Office Hours: 8:30 a.m. to 5:00 p.m., Monday thru Friday

**BUDGET:**

Salaries:

Printing Expenses:

Director's Salary (Optional):	_____ Under \$10,000	_____ \$10,000 - \$15,000
	_____ \$15,000 - \$20,000	_____ \$20,000 - \$25,000
	_____ \$25,000 - \$30,000	_____ \$30,000 - \$35,000
	_____ \$35,000 - \$40,000	_____ x over \$40,000

Subsidy received: None

Amount received from subscriptions: No

**PUBLICATION:**

Frequency of printing entire Code: Volumes replaced as necessary  
Number of sets printed in last complete publication: 1,750 (for State use)  
Year entire Code last published: 1976  
Supplementation frequency: annually  
Form of supplementation: Pocket Parts

**CIRCULATION:**

Number of paid subscribers: None

Number of free subscribers: 1,200

Price per set: available from publisher

Number of volumes per set: 7

If sold by less than entire set, please answer the following:

How sold? available from publisher

Price? available from publisher

Is supplement automatically sent to subscribers of entire Code? Yes

Is supplementation covered by original price of entire Code? No

If not, please indicate the price for supplementation: varies annually

How do you promote sales? N/A

How do you distribute/mail? Publisher mails.

Are subscribers billed or are they required to pay in advance?

FORMAT: Loose-leaf binders

1986 SURVEY OF CODES AND REGISTERS  
SOUTH CAROLINA

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**VOLUME:**

Pages per full set: varies annually  
Average pages per volume: varies annually  
Pages per supplement (average): varies annually

**LAW:**

Official Text: Yes  
Judicial Notice: Yes  
Annotations: Yes  
Edit: Yes  
Emergency rules included: No

**COMPUTER COMPOSITION:**

Computer Use: No  
Searchable data base: No  
Microfiche: No  
Microfilm: No  
What type/brand of computer equipment do you use?  
What type/brand of software do you use?  
What do you use, if not computers?

**INDEXING:**

Does your Code contain one or more indices? Yes  
If so, please specify type(s): by agency and by subject  
Indices are prepared by the publisher.

**ARRANGEMENT:**

The *Code of Laws of South Carolina, 1976* is arranged by agency.

**MISCELLANEOUS:**

When did you first publish your Code? 1976  
The *Code of Laws of South Carolina, 1976* is distributed free of charge to state depository libraries.  
The *Code of Laws of South Carolina, 1976* contains nothing other than rules.  
The *Code of Laws of South Carolina, 1976* is published by an outside publisher.

**COPIES OF THE CODE OF LAWS OF SOUTH CAROLINA, 1976 MAY BE OBTAINED FROM:**

Lawyers Co-Operative Publishing Co.  
Aqueduct Building  
Rochester, New York 14694

1986 SURVEY OF CODES AND REGISTERS  
SOUTH DAKOTA

STATE: SOUTH DAKOTA

**ADMINISTRATIVE REGISTER:** *South Dakota Register*

**OFFICE AND STAFF:**

**Director:** Thomas R. Vickerman, Code Counsel

**Address:** State Capitol  
500 East Capitol  
Pierre, South Dakota 57501

**Telephone:** (605) 773-3251

**Person to contact about information on this survey:** Rosemary Quigley, Research Analyst

**Governing Agency:** Legislative Research Council

**This office is under the legislature.**

**Total number of employees (FTE):** 1 (Full-time: 1; Part-time: 0)

**Office Hours:** 8:00 a.m. to 5:00 p.m., Monday thru Friday

**BUDGET:** *(Not broken down by function.)*

**Salaries:**

**Printing Expenses:**

**Director's Salary (Optional):**

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

**Subsidy received:**

**Amount received from subscriptions:**

**FREQUENCY OF ISSUE:** Weekly

**CIRCULATION** (as of January 1, 1986):

**Number of paid subscribers:** 110

**Number of free subscribers:** 245

**Price per issue:**

**Price per subscription:** \$20

**Is the subscription and/or single issue price set by statute?** No

**If not, how are they determined?** Set by S.D. Code Commission

**Length of subscription:** 1 year (fiscal year from July 1 to June 30)

**How do you promote sales?** State Bar Association Newsletter

**How do you distribute/mail?** In-house

**Subscribers are billed.**

**VOLUME:**

**Average pages per issue (1985):** 4

**Pages per year (1985):** 214

**COMPUTER COMPOSITION:**

**Computer Use:**

Yes

**Searchable data base:**

Yes

**Microfiche:**

Yes, Available if desired

**Microfilm:**

No

1986 SURVEY OF CODES AND REGISTERS  
SOUTH DAKOTA

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**CONTENT:**

<b>Proposed Rules:</b>	Notice only
<b>Adopted Rules:</b>	Notice only
<b>Emergency Rules:</b>	Notice only
<b>Court Ordered Rules:</b>	Notice only
<b>Executive Orders:</b>	Notice only
<b>Proclamations:</b>	No
<b>State Contracts:</b>	No
<b>Executive Items:</b>	Notice only of appointments
<b>Judicial Items:</b>	No
<b>Legislative Items:</b>	No
<b>Attorney General Opinion:</b>	No
<b>Open Meetings:</b>	No
<b>Public Hearings:</b>	No
<b>Index :</b>	No

**LAW:**

<b>Correction of Nonsubstantive Errors:</b>	No
<b>Correction of Substantive Errors:</b>	No
<b>Official Text:</b>	No
<b>Judicial Notice:</b>	Yes
<b>Annotations:</b>	No
<b>Edit:</b>	No
<b>Legislative Oversight:</b>	No
<b>Economic Impact Statement:</b>	No
<b>Emergency Rules:</b>	Yes
<b>In effect how long? 90 days</b>	

**MISCELLANEOUS:**

<b>Editorial Standards Manual/Guidelines:</b>	Yes
<b>Instruction in regulation drafting:</b>	Yes
<b>Seminars:</b>	Yes
<b>Consultations:</b>	Yes
<b>Manual:</b>	Yes
<b>Pre-publication review:</b>	Yes
<b>Liaison Representative Required:</b>	No
<b>When did you begin publishing the Register?</b>	July 1974
<b>The <i>South Dakota Register</i> is distributed free of charge to state and federal depository libraries.</b>	
<b>The <i>South Dakota Register</i> is printed in-house.</b>	
<b>Copy for publication is generated by the Office of the Code Counsel in-house.</b>	

**COPIES OF THE SOUTH DAKOTA REGISTER MAY BE OBTAINED FROM:**

Office of the Code Counsel  
State Capitol  
500 East Capitol  
Pierre, South Dakota 57501

1986 SURVEY OF CODES AND REGISTERS  
SOUTH DAKOTA

STATE: SOUTH DAKOTA

ADMINISTRATIVE CODE: *Administrative Rules of South Dakota*

**OFFICE AND STAFF:**

**Director:** Thomas R. Vickerman, Code Counsel

**Address:** Legislative Research Council  
State Capitol, 500 East Capitol  
Pierre, South Dakota 57501

**Telephone:** (605) 773-3251

**Person to contact about information on this survey:** Rosemary Quigley, Office of Code Counsel

**Governing Agency:** Office of Code Counsel, Legislative Research Council

**This office is under the legislature.**

**Total number of employees (FTE):** 2 (Full-time: 2; Part-time: 0)

**Office Hours:** 8:00 a.m. to 5:00 p.m., Monday thru Friday

**BUDGET:** *(Not broken down by function.)*

**Salaries:**

**Printing Expenses:**

**Director's Salary (Optional):**

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

**Subsidy received:**

**Amount received from subscriptions:** \$8,103.58 (FY 86)

**PUBLICATION:**

**Frequency of printing entire Code:** Twice in 10 years, 1974 and 1978; not planned to be done again

**Number of sets printed in last complete publication:** 250

**Year entire Code last published:** 1978

**Supplementation frequency:** As amended, by article

**Form of supplementation:** Replacement pages

**CIRCULATION:**

**Number of paid subscribers:** 97

**Number of free subscribers:** 37

**Price per set:** \$105

**Number of volumes per set:**

**If sold by less than entire set, please answer the following:**

**How sold?** By individual article

**Price?** Two cents a page

**Is supplement automatically sent to subscribers of entire Code?** Yes

**Is supplementation covered by original price of entire Code?** No

**If not, please indicate the price for supplementation:** Two cents a page

**How do you promote sales?** Notice in State Bar Association Newsletter

**How do you distribute/mail?** In-house, through Bureau of Administration

**Subscribers are billed.**

**FORMAT:** Loose-leaf and microfiche

1986 SURVEY OF CODES AND REGISTERS  
SOUTH DAKOTA

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**VOLUME:**

Pages per full set: 5,250  
Average pages per volume:  
Pages per supplement (average): 20

**LAW:**

Official Text:	Yes
Judicial Notice:	Yes
Annotations:	Yes
Edit:	Yes
Emergency rules included:	No

**COMPUTER COMPOSITION:**

Computer Use:	Yes
Searchable data base:	Yes
Microfiche:	Yes
Microfilm:	No
What type/brand of computer equipment do you use?	IBM 303X
What type/brand of software do you use?	ALTER

**INDEXING:**

Does your Code contain one or more indices? Yes  
If so, please specify type(s): Subject  
Indices are prepared in-house by staff members.

**ARRANGEMENT:**

The *Administrative Rules of South Dakota* is arranged by subject matter.

**MISCELLANEOUS:**

When did you first publish your Code? 1974  
The *Administrative Rules of South Dakota* is distributed free of charge to state and federal depository libraries.  
The *Administrative Rules of South Dakota* also contains text of current executive orders.  
The *Administrative Rules of South Dakota* is published and printed in-house.

**COPIES OF THE ADMINISTRATIVE RULES OF SOUTH DAKOTA MAY BE OBTAINED FROM:**

Legislative Books  
Bureau of Administration  
701 East Sioux  
Pierre, South Dakota 57501

1986 SURVEY OF CODES AND REGISTERS

TENNESSEE

STATE: TENNESSEE

ADMINISTRATIVE REGISTER: *Tennessee Administrative Register*

OFFICE AND STAFF:

Director: Mr. Sherwin Clift

Address: Tennessee Department of State  
Suite 500, James K. Polk Building  
Nashville, Tennessee 37219-5040

Telephone: (615) 741-2650

Person to contact about information on this survey: Sherwin Clift

Governing Agency: Department of State

This office is under the Secretary of State.

Total number of employees (FTE): 9 (Full-time: 9; Part-time: 0)

Office Hours: 8:00 a.m. to 4:30 p.m., Monday thru Friday

BUDGET:

Salaries: \$149,472

Printing Expenses: \$11,561.76

Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received: State Appropriation

Amount received from subscriptions: \$1,910

FREQUENCY OF ISSUE: Monthly

CIRCULATION (as of January 1, 1986):

Number of paid subscribers: 191

Number of free subscribers: 48

Price per issue: \$1.50

Price per subscription: \$10

Is the subscription and/or single issue price set by statute? No

If not, how are they determined? By Secretary of State (Acts 1982 (ADJ.S) ch. 874, Sec. 30)

Length of subscription: Annual

How do you promote sales? None

How do you distribute/mail? Postal mail and messenger mail

Subscribers are required to pay in advance.

VOLUME:

Average pages per issue (1985): 56

Pages per year (1985): 669

COMPUTER COMPOSITION:

Computer Use: No

Searchable data base: No

Microfiche: No

Microfilm: No

What do you use, if not a computer? Digital typesetting system

1986 SURVEY OF CODES AND REGISTERS

TENNESSEE

**CONTENT:**

<b>Proposed Rules:</b>	Full text
<b>Adopted Rules:</b>	Notice only
<b>Emergency Rules:</b>	Full text
<b>Court Ordered Rules:</b>	No
<b>Executive Orders:</b>	No
<b>Proclamations:</b>	Full text
<b>State Contracts:</b>	No
<b>Executive Items:</b>	No
<b>Judicial Items:</b>	No
<b>Legislative Items:</b>	Notice only
<b>Attorney General Opinions:</b>	No
<b>Other:</b>	Full text of announcements and public necessity rules
<b>Open Meetings:</b>	No
<b>Public Hearings:</b>	No
<b>Index:</b>	No

**LAW:**

<b>Correction of Nonsubstantive Errors:</b>	Yes
<b>Correction of Substantive Errors:</b>	No
<b>Official Text:</b>	Yes
<b>Judicial Notice:</b>	Yes
<b>Annotations:</b>	No
<b>Edit:</b>	Yes
<b>Legislative Oversight:</b>	Yes
<b>Economic Impact Statement:</b>	No
<b>Emergency Rules:</b>	Yes
<b>In effect how long?</b>	120 days

**MISCELLANEOUS:**

<b>Editorial Standards Manual/Guidelines:</b>	No
<b>Instruction in regulation drafting:</b>	Yes
<b>Seminars:</b>	Yes
<b>Consultations:</b>	Yes
<b>Manual:</b>	No
<b>Pre-publication review:</b>	No
<b>Liaison Representative Required:</b>	No

**When did you begin publishing the Register?** 1975

**The *Tennessee Administrative Register* is distributed free of charge to state depository libraries.**

**The *Tennessee Administrative Register* is printed by an outside publisher/printer.**

**Copy for publication is generated by the agencies.**

**Other information about your Register not explained above: Typesetting and camera-ready art provided by Publications Division of the Secretary of State.**

**COPIES OF THE *TENNESSEE ADMINISTRATIVE REGISTER* MAY BE OBTAINED FROM:**

Tennessee Department of State  
Division of Publications  
Suite 500, James K. Polk Building  
Nashville, Tennessee 37219-5040

1986 SURVEY OF CODES AND REGISTERS

TENNESSEE

STATE: TENNESSEE

ADMINISTRATIVE CODE: *Official compilation - Rules and Regulations of the State of Tennessee*

OFFICE AND STAFF:

Director: Mr. Sherwin Clift

Address: Tennessee Department of State  
Suite 500, James K. Polk Building  
Nashville, Tennessee 37219-5040

Telephone: (615) 741-2650

Person to contact about information on this survey: Sherwin Clift

Governing Agency: Department of State

This office is under the Secretary of State.

Total number of employees (FTE): 9 (Full-time: 9; Part-time: 0)

Office Hours: 8:00 a.m. to 4:30 p.m., Monday thru Friday

BUDGET:

Salaries: \$149,472

Printing Expenses: \$60,160.52

Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received: State appropriation

Amount received from subscriptions: \$7,720

PUBLICATION:

Frequency of printing entire Code: Once

Number of sets printed in last complete publication: Unknown

Year entire Code last published: 1976

Supplementation frequency: Monthly

Form of supplementation: Replacement pages

CIRCULATION:

Number of paid subscribers: 206

Number of free subscribers: 181

Price per set: \$170

Number of volumes per set: 14

If sold by less than entire set, please answer the following:

How sold?

Price?

Is supplement automatically sent to subscribers of entire Code? Yes

Is supplementation covered by original price of entire Code? No

If not, please indicate the price for supplementation: \$20 per year

How do you promote sales? No promotion

How do you distribute/mail? Postal mail and messenger mail

Subscribers are required to pay in advance.

FORMAT: Loose-leaf

1986 SURVEY OF CODES AND REGISTERS

TENNESSEE

**VOLUME:**

Pages per full set: Approximately 9,000  
Average pages per volume: Approximately 642  
Pages per supplement (average): 102

**LAW:**

Official Text: Yes  
Judicial Notice: Yes  
Annotations: No  
Edit: Yes  
Emergency rules included: No

**COMPUTER COMPOSITION:**

Computer Use: No  
Searchable data base: No  
Microfiche: No  
Microfilm: No  
What type/brand of computer equipment do you use?  
What type/brand of software do you use?  
What do you use, if not computers? Digital phototypesetting system

**INDEXING:**

Does your Code contain one or more indices? No  
Are indices prepared in-house by staff members or by the publisher? N/A

**ARRANGEMENT:**

The *Official Compilation - Rules and Regulations of the State of Tennessee* is arranged by agency.

**MISCELLANEOUS:**

When did you first publish your Code? 1976  
The *Official Compilation - Rules and Regulations of the State of Tennessee* is distributed free of charge to state depository libraries.  
The *Official Compilation - Rules and Regulations of the State of Tennessee* contains nothing other than rules.  
The *Official Compilation - Rules and Regulations of the State of Tennessee* is published in-house and printed by an outside printer.

**COPIES OF THE OFFICIAL COMPILATION - RULES AND REGULATIONS OF THE STATE OF TENNESSEE MAY BE OBTAINED FROM:**

Tennessee Department of State  
Division of Publications  
Suite 500, James K. Polk Building  
Nashville, Tennessee 37219-5040

1986 SURVEY OF CODES AND REGISTERS

TEXAS

STATE: TEXAS

ADMINISTRATIVE REGISTER: *Texas Register*

OFFICE AND STAFF:

Director: Dan Proctor

Address: P. O. Box 13824

Austin, Texas 78711

Telephone: (512) 463-5561

Person to contact about information on this survey: Dan Proctor

Governing Agency: Secretary of State

This office is under the Secretary of State.

Total number of employees (FTE): 14 (Full-time: 13; Part-time: 2)

Office Hours: 8:00 a.m. to 5:00 p.m., Monday thru Friday

BUDGET:

Salaries: \$268,926

Printing Expenses: \$212,000

Director's Salary (Optional):

\_\_\_\_\_ Under \$10,000

\_\_\_\_\_ \$15,000 - \$20,000

\_\_\_\_\_ \$25,000 - \$30,000

\_\_\_\_\_ \$35,000 - \$40,000

\_\_\_\_\_ \$10,000 - \$15,000

\_\_\_\_\_ \$20,000 - \$25,000

\_\_\_\_\_ \$30,000 - \$35,000

\_\_\_\_\_ over \$40,000

Subsidy received: \$375,942

Amount received from subscriptions: \$270,000 to \$290,000

FREQUENCY OF ISSUE: Twice-weekly, 100 times a year

CIRCULATION (as of January 1, 1986):

Number of paid subscribers: 3,957

Number of free subscribers: 391

Price per issue: \$3

Price per subscription: \$80 a year; \$60 for 6 months

Is the subscription and/or single issue price set by statute? No

If not, how are they determined? Secretary of State administrative rules

Length of subscription: 1 year or 6 months

How do you promote sales? Direct mail, brochures, piggyback mail

How do you distribute/mail? 2nd class through contract with distributor

Subscribers are billed.

VOLUME:

Average pages per issue (1985): 70

Pages per year (1985): 5,059

COMPUTER COMPOSITION:

Computer Use:

Yes, Compugraphic MCS 100

Searchable data base:

No

Microfiche:

No

Microfilm:

Yes

## 1986 SURVEY OF CODES AND REGISTERS

### TEXAS

#### CONTENT:

<b>Proposed Rules:</b>	Full text
<b>Adopted Rules:</b>	Full text
<b>Emergency Rules:</b>	Full text
<b>Court Ordered Rules:</b>	Notice only
<b>Executive Orders:</b>	Full text
<b>Proclamations:</b>	Full text
<b>State Contracts:</b>	Full text: Consultant proposals/awards \$10,000 up
<b>Executive Items:</b>	Full text
<b>Judicial Items:</b>	Full text
<b>Legislative Items:</b>	Full text
<b>Attorney General Opinions:</b>	Full text
<b>Other:</b>	Consumer Credit rates and TAC titles affected
<b>Open Meetings:</b>	Yes
<b>Public Hearings:</b>	Yes
<b>Index:</b>	Yes

#### LAW:

<b>Correction of Nonsubstantive Errors:</b>	Yes
<b>Correction of Substantive Errors:</b>	Yes
<b>Official Text:</b>	Yes
<b>Judicial Notice:</b>	Yes, Court of Criminal Appeals Procedures
<b>Annotations:</b>	No
<b>Edit:</b>	Yes
<b>Legislative Oversight:</b>	No
<b>Economic Impact Statement:</b>	Yes
<b>Emergency Rules:</b>	Yes

In effect how long? 120 days with 60 day option to review

#### MISCELLANEOUS:

<b>Editorial Standards Manual/Guidelines:</b>	No
<b>Instruction in regulation drafting:</b>	No
<b>Seminars:</b>	Yes: Small sessions on electronic submissions
<b>Consultations:</b>	No
<b>Manual:</b>	No
<b>Pre-publication review:</b>	No
<b>Liaison Representative Required:</b>	No

**When did you begin publishing the Register?** 1976

**The *Texas Register* is distributed free of charge to state depository libraries.**

**The *Texas Register* is printed by an outside publisher/printer: Davis Bros. of Waco, TX.**

**Copy for publication is generated by the *Register* Division in-house.**

**Other information about your Register not explained above:** Agencies are expected to submit documents according to Register style, but Register staff still does considerable editing

#### COPIES OF THE *TEXAS REGISTER* MAY BE OBTAINED FROM:

Register Office, County Clerks, School District offices, most large law libraries, large trade associations

1986 SURVEY OF CODES AND REGISTERS

TEXAS

STATE: TEXAS

ADMINISTRATIVE CODE: *Texas Administrative Code*

OFFICE AND STAFF:

Director: Dan Proctor  
Address: P. O. Box 13824  
Austin, Texas 78711  
Telephone: (512) 463-5561  
Person to contact about information on this survey: Dan Proctor  
Governing Agency: Secretary of State  
This office is under the Secretary of State.  
Total number of employees (FTE): 1 1/2 (Full-time: 1; Part-time: 1)  
Office Hours: 8:00 a.m. to 5:00 p.m., Monday thru Friday

BUDGET:

Salaries: Included in Register

Printing Expenses: None

Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received:

Amount received from subscriptions:

PUBLICATION:

Frequency of printing entire Code: Twice: Shepard's in 1979, Hart in 1986\*

Number of sets printed in last complete publication:

Year entire Code last published: 1986

Supplementation frequency: Quarterly

Form of supplementation: Replacement pages

\* *Texas Administrative Code is published by Hart Information Systems of Austin through a contract with the Secretary of State. The Texas Register supplies manuscripts, annotations and proofing.*

CIRCULATION:

Number of paid subscribers: 615 full sets, others by title

Number of free subscribers:

Price per set: \$995

Number of volumes per set: 22

If sold by less than entire set, please answer the following:

How sold? By title

Price? Ranges from \$45 to \$195

Is supplement automatically sent to subscribers of entire Code? No

If not, is there a separate subscription for supplementation? Yes

Is supplementation covered by original price of entire Code? No

If not, please indicate the price for supplementation: \$530 a year for full set updates

How do you promote sales? Publisher does direct mail, advertising

How do you distribute/mail? Publisher distributes

Subscribers are billed.

FORMAT: Loose-leaf

1986 SURVEY OF CODES AND REGISTERS

TEXAS

**VOLUME:**

Pages per full set: 11,000  
Average pages per volume: 500  
Pages per supplement (average): Unavailable

**LAW:**

Official Text: Yes  
Judicial Notice: Yes  
Annotations: Yes  
Edit: Yes  
Emergency rules included: No

**COMPUTER COMPOSITION:**

Computer Use: Yes  
Searchable data base: Yes  
Microfiche: No  
Microfilm: No  
What type/brand of computer equipment do you use?  
What type/brand of software do you use?

**INDEXING:**

Does your Code contain one or more indices? Yes  
If so, please specify type(s): Key word index  
Indices are prepared by the publisher.

**ARRANGEMENT:**

The *Texas Administrative Code* is arranged by subject matter.

**MISCELLANEOUS:**

When did you first publish your Code? 1979  
The *Texas Administrative Code* is distributed free of charge to the Texas State Library only.  
The *Texas Administrative Code* contains nothing other than rules.  
The *Texas Administrative Code* is published and printed by an outside publisher.

**COPIES OF THE TEXAS ADMINISTRATIVE CODE MAY BE OBTAINED FROM:**

Hart Information Systems, Inc.  
P. O. Box 9802 #588  
Austin, Texas 78766  
1-800-TAC-HART

1986 SURVEY OF CODES AND REGISTERS

UTAH

STATE: UTAH

ADMINISTRATIVE REGISTER: *Utah State Bulletin*

OFFICE AND STAFF:

Director: Dr. William S. Callaghan  
Address: Archives Building, State Capitol  
Salt Lake City, Utah 84114  
Telephone: (801) 533-4647  
Person to contact about information on this survey: William S. Callaghan  
Governing Agency: Office of Administrative Rules  
This office is under the Department of Administrative Services (executive branch).  
Total number of employees (FTE): 2.5 (Full-time: 2; Part-time: 1)  
Office Hours: 8:00 a.m. to 5:00 p.m., Monday thru Friday

BUDGET:

Salaries: \$57,000  
Printing Expenses: Private contract (we pay \$9,500)  
Director's Salary (Optional):  
\_\_\_\_\_ Under \$10,000  
\_\_\_\_\_ \$15,000 - \$20,000  
\_\_\_\_\_ \$25,000 - \$30,000  
\_\_\_\_\_ \$35,000 - \$40,000  
\_\_\_\_\_ \$10,000 - \$15,000  
\_\_\_\_\_ x \$20,000 - \$25,000  
\_\_\_\_\_ \$30,000 - \$35,000  
\_\_\_\_\_ over \$40,000  
Subsidy received: \$134,000  
Amount received from subscriptions: 0

FREQUENCY OF ISSUE: Semi-monthly

CIRCULATION (as of January 1, 1986):

Number of paid subscribers: 147  
Number of free subscribers: 32 (state paid)  
Price per issue: \$5.20  
Price per subscription: \$125  
Is the subscription and/or single issue price set by statute? No  
If not, how are they determined? By contract bid  
Length of subscription: 1 year  
How do you promote sales? Left to contractor  
How do you distribute/mail? Bulk rate  
Subscribers are required to pay in advance.

VOLUME:

Average pages per issue (1985): Approximately 110  
Pages per year (1985): 2,640

COMPUTER COMPOSITION:

Computer Use: Yes; Forms & some rules photocopied, rest on word processor  
Searchable data base: No  
Microfiche: No  
Microfilm: Yes; Microfilmed after two years, buyer pays cost

1986 SURVEY OF CODES AND REGISTERS

UTAH

**CONTENT:**

<b>Proposed Rules:</b>	Full text; Lengthy rules may be only noticed
<b>Adopted Rules:</b>	Notice only; Changes and effective date noticed
<b>Emergency Rules:</b>	Full text
<b>Court Ordered Rules:</b>	No; None so far
<b>Executive Orders:</b>	Full text
<b>Proclamations:</b>	Full text
<b>State Contracts:</b>	No
<b>Executive Items:</b>	Full text of announcements and notices
<b>Judicial Items:</b>	No
<b>Legislative Items:</b>	No
<b>Attorney General Opinions:</b>	Full text
<b>Other:</b>	Notice of non-rule hearings
<b>Open Meetings:</b>	No
<b>Public Hearings:</b>	Yes
<b>Index:</b>	No; Planned for 1987

**LAW:**

<b>Correction of Nonsubstantive Errors:</b>	No; May be made if agency grants permission; text must be returned
<b>Correction of Substantive Errors:</b>	No
<b>Official Text:</b>	Yes
<b>Judicial Notice:</b>	No; If applicable
<b>Annotations:</b>	No
<b>Edit:</b>	No
<b>Legislative Oversight:</b>	Yes, Committee reviews all rules
<b>Economic Impact Statement:</b>	Yes, Not elaborate
<b>Emergency Rules:</b>	Yes
<b>In effect how long? 120 days</b>	

**MISCELLANEOUS:**

<b>Editorial Standards Manual/Guidelines:</b>	Yes
<b>Instruction in regulation drafting:</b>	Yes
<b>Seminars:</b>	Yes
<b>Consultations:</b>	Yes
<b>Manual:</b>	Yes
<b>Pre-publication review:</b>	Yes, If requested
<b>Liaison Representative Required:</b>	Yes, But many agencies have

**When did you begin publishing the Register?** 1973

**The *Utah State Bulletin* is distributed free of charge to state and federal depository libraries.**

**The *Utah State Bulletin* is printed by an outside publisher/printer.**

**Copy for publication is generated by the Office of Administrative Rules in-house and by the agencies. (Rules text prepared by agencies)**

**Other information about your Register not explained above:** The state purchases all its subscriptions from publisher like any other subscriber. We also publish a Utah State Digest of the Bulletin, free to state agencies and subdivisions.

**COPIES OF THE UTAH STATE BULLETIN MAY BE OBTAINED FROM:**

Office of Administrative Rules, above address  
We are currently switching contractors.

1986 SURVEY OF CODES AND REGISTERS

UTAH

STATE: UTAH

**ADMINISTRATIVE CODE:** *Utah State Administrative Code \**

*\*Note: new recodified code in process, expected completion 5/87. Old code last printed on microfiche in 1982 and totally outdated and unavailable now. Responses anticipate new code.*

**OFFICE AND STAFF:**

**Director:** Dr. William S. Callaghan

**Address:** Archives Building, State Capitol  
Salt Lake City, Utah 84114

**Telephone:** (801) 533-4647

**Person to contact about information on this survey:** William S. Callaghan

**Governing Agency:** Office of Administrative Rules

*This office is under the Department of Administrative Services (executive branch).*

**Total number of employees (FTE):** 2.5 (Full-time: 2; Part-time: 1)

**Office Hours:** 8:00 a.m. to 5:00 p.m., Monday thru Friday

**BUDGET:** *(Undifferentiated from Register budget, developing but not printing Code this year )*

**Salaries:** \$57,000

**Printing Expenses:** None for Code in current year

**Director's Salary (Optional):**

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____ <b>x</b>	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

**Subsidy received:**

**Amount received from subscriptions:**

**PUBLICATION:**

**Frequency of printing entire Code:** Annual (as planned for 1987)

**Number of sets printed in last complete publication:** Unknown

**Year entire Code last published:** 1982 on microfiche only

**Supplementation frequency:** None (Bulletin will be interim supplement)

**Form of supplementation:**

**CIRCULATION:** (None currently)

**Number of paid subscribers:**

**Number of free subscribers:**

**Price per set:**

**Number of volumes per set:**

**If sold by less than entire set, please answer the following:**

**How sold?** Unknown

**Price?**

**Is supplement automatically sent to subscribers of entire Code?**

**If not, is there a separate subscription for supplementation?**

**Is supplementation covered by original price of entire Code?**

**If not, please indicate the price for supplementation**

**How do you promote sales?** Will be up to publisher

**How do you distribute/mail?**

**Subscribers are required to pay in advance.**

**FORMAT:** Paperbound and microfiche (old Code)

1986 SURVEY OF CODES AND REGISTERS

UTAH

**VOLUME:**

Pages per full set: 14,000 estimate

Average pages per volume:

Pages per supplement (average):

**LAW:**

Official Text:

Yes

Judicial Notice:

No

Annotations:

Yes, Very limited annotations planned

Edit:

Yes

Emergency rules included:

No; Not considered part of the *Code*

**COMPUTER COMPOSITION:**

Computer Use:

Yes

Searchable data base:

Yes, Being installed

Microfiche:

No

Microfilm:

No

What type/brand of computer equipment do you use? WANG and Amdahl

What type/brand of software do you use? SIRS program in ALTER (data base)

**INDEXING:**

Does your Code contain one or more indices? It will

If so, please specify type(s): Subject, using legislative (NCSL) index

Indices are prepared in-house by staff members.

**ARRANGEMENT:**

The *Utah State Administrative Code* is arranged by agency.

**MISCELLANEOUS:**

When did you first publish your Code? First paper publication since 1980 will be 1987

The *Utah State Administrative Code* is distributed free of charge to state and federal depository libraries.

The *Utah State Administrative Code* contains nothing other than rules.

The *Utah State Administrative Code* will probably be published and printed by an outside publisher. (not selected yet)

**COPIES OF THE UTAH STATE ADMINISTRATIVE CODE ARE NOT YET AVAILABLE.**

1986 SURVEY OF CODES AND REGISTERS

VERMONT

STATE: VERMONT

ADMINISTRATIVE REGISTER: None

OFFICE AND STAFF:

Director:

Address:

Telephone:

Person to contact about information on this survey:

Governing Agency:

This office is under

Total number of employees (FTE): (Full-time: ; Part-time: )

Office Hours:

BUDGET:

Salaries:

Printing Expenses:

Director's Salary (Optional):

_____ Under \$10,000	_____ \$10,000 - \$15,000
_____ \$15,000 - \$20,000	_____ \$20,000 - \$25,000
_____ \$25,000 - \$30,000	_____ \$30,000 - \$35,000
_____ \$35,000 - \$40,000	_____ over \$40,000

Subsidy received:

Amount received from subscriptions:

FREQUENCY OF ISSUE:

CIRCULATION (as of January 1, 1986):

Number of paid subscribers:

Number of free subscribers:

Price per issue:

Price per subscription:

Is the subscription and/or single issue price set by statute?

If not, how are they determined?

Length of subscription:

How do you promote sales?

How do you distribute/mail?

Are subscribers billed or are they required to pay in advance?

VOLUME:

Average pages per issue (1985):

Pages per year (1985):

COMPUTER COMPOSITION:

Computer Use:

Searchable data base:

Microfiche:

Microfilm:

What do you use, if not a computer?

1986 SURVEY OF CODES AND REGISTERS

VERMONT

**CONTENT:**

**Proposed Rules:**  
**Adopted Rules:**  
**Emergency Rules:**  
**Court Ordered Rules:**  
**Executive Orders:**  
**Proclamations:**  
**State Contracts:**  
**Executive Items:**  
**Judicial Items:**  
**Legislative Items:**  
**Attorney General Opinions:**  
**Other:**  
**Open Meetings:**  
**Public Hearings :**  
**Index:**

**LAW:**

**Correction of Nonsubstantive Errors:**  
**Correction of Substantive Errors:**  
**Official Text:**  
**Judicial Notice:**  
**Annotations:**  
**Edit:**  
**Legislative Oversight:**  
**Economic Impact Statement:**  
**Emergency Rules:**  
**In effect how long?**

**MISCELLANEOUS:**

**Editorial Standards Manual/Guidelines:**  
**Instruction in regulation drafting:**  
**Seminars:**  
**Consultations:**  
**Manual:**  
**Pre-publication review:**  
**Liaison Representative Required:**  
**Other (specify):**

**When did you begin publishing the Register?**

**Is the Register distributed to depository libraries in your state free of charge?**

**Is the Register printed in-house or by an outside publisher/printer?**

**Is the copy for publication generated by your agency in-house, by the publisher or by the agencies?**

**Other information about your Register not explained above:**

**Where can copies of your Register be obtained:**

1986 SURVEY OF CODES AND REGISTERS

VERMONT

STATE: VERMONT

ADMINISTRATIVE CODE: *Vermont Administrative Code*

OFFICE AND STAFF:

Director: Paul S. Gillies  
Address: Office of the Secretary of State  
Montpelier, VT 05602  
Telephone: (802) 828-2175  
Person to contact about information on this survey: Paul S. Gillies  
Governing Agency: Secretary of State  
This office is under the Secretary of State.  
Total number of employees (FTE): 1 1/2 (Full-time: 1; Part-time: 1)  
Office Hours: 8:00 a.m. - 4:30 p.m., Monday thru Friday

BUDGET:

Salaries: \$20,000  
Printing Expenses: \$3,000 per year  
Director's Salary (Optional): \_\_\_\_\_ Under \$10,000 \_\_\_\_\_ \$10,000 - \$15,000  
\_\_\_\_\_ \$15,000 - \$20,000 \_\_\_\_\_ \$20,000 - \$25,000  
\_\_\_\_\_ \$25,000 - \$30,000 \_\_\_\_\_ \$30,000 - \$35,000  
\_\_\_\_\_ \$35,000 - \$40,000 \_\_\_\_\_ over \$40,000

Subsidy received:  
Amount received from subscriptions: \$2,000 per year

PUBLICATION:

Frequency of printing entire Code: every ten years  
Number of sets printed in last complete publication: 500  
Year entire Code last published: not yet complete  
Supplementation frequency: Quarterly  
Form of supplementation: Replacement pages

CIRCULATION:

Number of paid subscribers: 300  
Number of free subscribers: 100  
Price per set:  
Number of volumes per set: unknown; probably 5  
If sold by less than entire set, please answer the following:  
How sold? by Agency  
Price? varies; \$10 - \$20 per agency  
Is supplement automatically sent to subscribers of entire Code? No  
If not, is there a separate subscription for supplementation? Yes  
Is supplementation covered by original price of entire Code? If you buy the universal option  
If not, please indicate the price for supplementation:  
How do you promote sales? as we can  
How do you distribute/mail? as we can  
Subscribers are billed.

FORMAT: Loose-leaf; Hardbound; paperbound

1986 SURVEY OF CODES AND REGISTERS

VERMONT

**VOLUME:**

Pages per full set:

Average pages per volume:

Pages per supplement (average): 250 so far

**LAW:**

Official Text: No

Judicial Notice: No

Annotations: No

Edit: No

Emergency rules included: No

**COMPUTER COMPOSITION:**

Computer Use: Yes

Searchable data base: Yes

Microfiche: No

Microfilm: No

What type/brand of computer equipment do you use?

What type/brand of software do you use?

**INDEXING:**

Does your Code contain one or more indices? Yes

If so, please specify type(s): By agency

Indices are prepared in-house by staff members.

**ARRANGEMENT:**

The *Vermont Administrative Code* is arranged by agency.

**MISCELLANEOUS:**

When did you first publish your Code? 1977; new edition began in 1984

The *Vermont Administrative Code* is distributed free of charge to state depository libraries.

The *Vermont Administrative Code* contains nothing other than rules.

The *Vermont Administrative Code* is published in-house.

If done in-house, do you print it in-house or by an outside printer?

**COPIES OF THE VERMONT ADMINISTRATIVE CODE MAY BE OBTAINED FROM:**

Call or write the address listed on page 197.

1986 SURVEY OF CODES AND REGISTERS

VIRGINIA

STATE: VIRGINIA

ADMINISTRATIVE REGISTER: *The Virginia Register of Regulations*

OFFICE AND STAFF:

Director: Joan W. Smith, Registrar of Regulations  
Address: Virginia Code Commission  
P.O. Box 3-AG  
Richmond, Virginia 23208  
Telephone: (804) 786-3591  
Person to contact about information on this survey: Joan W. Smith  
Governing Agency: Virginia Code Commission  
This office is under the legislature.  
Total number of employees (FTE): 6 (Full-time: 3; Part-time: 3)  
Office Hours: 8:00 a.m. to 5:00 p.m., Monday thru Friday

BUDGET:

Salaries: \$80,000  
Printing Expenses: \$106,000 (including postage)  
Director's Salary (Optional):  
\_\_\_\_\_ Under \$10,000                      \_\_\_\_\_ \$10,000 - \$15,000  
\_\_\_\_\_ \$15,000 - \$20,000                  \_\_\_\_\_ \$20,000 - \$25,000  
\_\_\_\_\_ \$25,000 - \$30,000                  \_\_\_\_\_ \$30,000 - \$35,000  
\_\_\_\_\_ \$35,000 - \$40,000                  \_\_\_\_\_ over \$40,000  
Subsidy received: \$112,760  
Amount received from subscriptions: \$66,215

FREQUENCY OF ISSUE: Bi-Weekly

CIRCULATION (as of January 1, 1986):

Number of paid subscribers: 779  
Number of free subscribers: 105  
Price per issue: \$4  
Price per subscription: \$85  
Is the subscription and/or single issue price set by statute? No  
If not, how are they determined? Virginia Code Commission  
Length of subscription: 1 year  
How do you promote sales? Brochures mailed; promote at various meetings; displays  
How do you distribute/mail? 3rd class (changing to 2nd class)  
Subscribers are billed.

VOLUME:

Average pages per issue (1985): 92  
Pages per year (1985): 2,392

COMPUTER COMPOSITION:

Computer Use: Yes  
Searchable data base: Yes, Under development  
Microfiche: No  
Microfilm: No

1986 SURVEY OF CODES AND REGISTERS

VIRGINIA

CONTENT:

Proposed Rules:	Full text
Adopted Rules:	Full text
Emergency Rules:	Full text
Court Ordered Rules:	No
Executive Orders:	Full text
Proclamations:	No
State Contracts:	No
Executive Items:	Full text of Governor's comments on proposed regulations
Judicial Items:	No
Legislative Items:	No
Attorney General Opinions:	No
Other:	Full text of State Tax Bulletins , Notices of Intended Regulatory Action and General Notices of State Agencies
Open Meetings:	Yes
Public Hearings:	Yes
Index:	Yes

LAW:

Correction of Nonsubstantive Errors:	Yes
Correction of Substantive Errors:	No
Official Text:	Yes
Judicial Notice:	No
Annotations:	No
Edit:	Yes
Legislative Oversight:	No; Legislature can defer effective date for 21 days
Economic Impact Statement:	Yes
Emergency Rules:	Yes
In effect how long? 12 months maximum	

MISCELLANEOUS:

Editorial Standards Manual/Guidelines:	Yes
Instruction in regulation drafting:	No
Seminars:	No
Consultations:	Yes
Manual:	No
Pre-publication review:	Yes
Liaison Representative Required:	Yes
Other (specify):	Yes; Workshops
When did you begin publishing the Register?	October 15, 1984

The *Virginia Register of Regulations* is distributed free of charge to depository libraries.

The *Virginia Register of Regulations* is printed by an outside publisher/printer.

Copy for publication is generated by the Virginia Code Commission in-house.

COPIES OF THE VIRGINIA REGISTER OF REGULATIONS MAY BE OBTAINED FROM:

Virginia Register of Regulations  
P.O. Box 3-AG  
Richmond, Virginia 23208

1986 SURVEY OF CODES AND REGISTERS

VIRGINIA

STATE: VIRGINIA

ADMINISTRATIVE CODE: None

OFFICE AND STAFF:

Director:

Address:

Telephone:

Person to contact about information on this survey:

Governing Agency:

Is your office under the Secretary of State, the Legislature or other (specify).

Total number of employees (FTE): (Full-time: ; Part-time: )

Office Hours:

BUDGET:

Salaries:

Printing Expenses:

Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received:

Amount received from subscriptions:

PUBLICATION:

Frequency of printing entire Code:

Number of sets printed in last complete publication:

Year entire Code last published:

Supplementation frequency:

Form of supplementation:

CIRCULATION:

Number of paid subscribers:

Number of free subscribers:

Price per set:

Number of volumes per set:

If sold by less than entire set, please answer the following:

How sold?

Price?

Is supplement automatically sent to subscribers of entire Code?

If not, is there a separate subscription for supplementation?

Is supplementation covered by original price of entire Code?

If not, please indicate the price for supplementation:

How do you promote sales?

How do you distribute/mail?

Are subscribers billed or are they required to pay in advance?

FORMAT:

1986 SURVEY OF CODES AND REGISTERS

VIRGINIA

**VOLUME:**

- Pages per full set:
- Average pages per volume:
- Pages per supplement (average):

**LAW:**

- Official Text:
- Judicial Notice:
- Annotations:
- Edit:
- Emergency rules included:
- Other (specify):

**COMPUTER COMPOSITION:**

- Computer Use:
- Searchable data base:
- Microfiche:
- Microfilm:
- What type/brand of computer equipment do you use?
- What type/brand of software do you use?
- What do you use, if not computers?

**INDEXING:**

- Does your Code contain one or more indices?
- If so, please specify type(s):
- Are indices prepared in-house by staff members or by the publisher?

**ARRANGEMENT:**

- Is your Code arranged by subject matter, by agency or by some other means?

**MISCELLANEOUS:**

- When did you first publish your Code?
- Is the Code distributed to depository libraries in your state free of charge?
- If your Code contains anything other than rules, please specify the contents:
- Is your Code published in-house or by an outside publisher?
  - If done in-house, is it printed in-house or by an outside printer?
- Other information about your Code not explained above:

Where can copies of your Code be obtained:

1986 SURVEY OF CODES AND REGISTERS

WASHINGTON

STATE: WASHINGTON

ADMINISTRATIVE REGISTER: *Washington State Register*

OFFICE AND STAFF:

Director: Gary Reid, Chief Assistant Code Reviser  
Address: Code Reviser's Office AS-15  
Legislative Building  
Olympia, Washington 98504  
Telephone: (206) 753-1440  
Person to contact about information on this survey: Gary Reid  
Governing Agency: Statute Law Committee  
This office is under the legislature.  
Total number of employees (FTE): 5.35 (Full-time: 4; Part-time: 4)  
Office Hours: 8:00 a.m. to 5:00 p.m., Monday thru Friday

BUDGET:

Salaries: \$122,000 (Includes benefits of approximately 25%)  
Printing Expenses: \$70,400  
Director's Salary (Optional):  
\_\_\_\_\_ Under \$10,000  
\_\_\_\_\_ \$15,000 - \$20,000  
\_\_\_\_\_ \$25,000 - \$30,000  
\_\_\_\_\_ \$35,000 - \$40,000  
\_\_\_\_\_ \$10,000 - \$15,000  
\_\_\_\_\_ \$20,000 - \$25,000  
\_\_\_\_\_ \$30,000 - \$35,000  
\_\_\_\_\_ x over \$40,000  
Subsidy received: \$137,200  
Amount received from subscriptions: \$55,200

FREQUENCY OF ISSUE: Twice monthly

CIRCULATION (as of January 1, 1986):

Number of paid subscribers: 460  
Number of free subscribers: 147  
Price per issue: \$7  
Price per subscription: \$140  
Is the subscription and/or single issue price set by statute? No  
If not, how are they determined? To cover printing costs  
Length of subscription: 1 year - 24 issues  
How do you promote sales? Ads in Bar Association Journal  
How do you distribute/mail? 2nd class permit; shipped from state printers  
Subscribers are required to pay in advance.

VOLUME:

Average pages per issue (1985):  
Pages per year (1985):

COMPUTER COMPOSITION:

Computer Use: Yes, IBM 4731 Mainframe, 3179 terminals  
Searchable data base: No, Changes too quickly  
Microfiche: No, XEROX, tried it and gave up  
Microfilm: No  
What do you use, if not a computer? Human beings, very careful ones

1986 SURVEY OF CODES AND REGISTERS

WASHINGTON

**CONTENT:**

<b>Proposed Rules:</b>	Full text
<b>Adopted Rules:</b>	Full text
<b>Emergency Rules:</b>	Full text
<b>Court Ordered Rules:</b>	No
<b>Executive Orders:</b>	Full text
<b>Proclamations:</b>	Full text of Proclamations of Emergency
<b>State Contracts:</b>	No
<b>Executive Items:</b>	No
<b>Judicial Items:</b>	Full text of Supreme Court Rules
<b>Legislative Items:</b>	No
<b>Attorney General Opinions:</b>	Synopsis
<b>Other:</b>	Full text - Juvenile disposition standards; Notice only - maximum allowable interest rates
<b>Open Meetings:</b>	Yes
<b>Public Hearings:</b>	No
<b>Index:</b>	Yes, Cumulative throughout year

**LAW:**

<b>Correction of Nonsubstantive Errors:</b>	No
<b>Correction of Substantive Errors:</b>	No
<b>Official Text:</b>	Yes
<b>Judicial Notice:</b>	Yes
<b>Annotations:</b>	No, Only of filing errors etc.; we aren't allowed to correct.
<b>Edit:</b>	No
<b>Legislative Oversight:</b>	Yes, Joint Administrative Rules Review Committee
<b>Economic Impact Statement:</b>	Yes, For rules affecting businesses
<b>Emergency Rules:</b>	Yes, Effective upon filing
<b>In effect how long?</b>	90 days

**MISCELLANEOUS:**

<b>Editorial Standards Manual/Guidelines:</b>	Yes, Chapter 1-12 WAC partially covers this
<b>Instruction in regulation drafting:</b>	Yes
<b>Seminars:</b>	Yes
<b>Consultations:</b>	Yes
<b>Manual:</b>	No
<b>Pre-publication review:</b>	No
<b>Liaison Representative Required:</b>	Yes
<b>When did you begin publishing the Register?</b>	January 1978
<b>The <i>Washington State Register</i> is distributed to county law libraries free of charge.</b>	
<b>The <i>Washington State Register</i> is printed by an outside publisher/printer: State printing plant.</b>	
<b>Copy for publication is generated by the Code Reviser's Office in-house (text composed here) and by the printer (printing master done by state printer).</b>	

**COPIES OF THE WASHINGTON STATE REGISTER MAY BE OBTAINED FROM:**

Subscription Clerk  
Code Reviser's Office  
Legislative Building AS-15  
Olympia, Washington 98504

1986 SURVEY OF CODES AND REGISTERS

WASHINGTON

STATE: WASHINGTON

ADMINISTRATIVE CODE: *Washington Administrative Code*

OFFICE AND STAFF:

Director: Gary Reid, Chief Assistant Code Reviser

Address: Code Reviser's Office AS-15

Legislative Building

Olympia, Washington 98504

Telephone: (206) 753-1440

Person to contact about information on this survey: Gary Reid

Governing Agency: Statute Law Committee

This office is under the legislature.

Total number of employees (FTE): 3.35 (Full-time: ; Part-time: )

Office Hours: 8:00 a.m. to 5:00 p.m., Monday thru Friday

BUDGET:

Salaries: \$75,400 (Includes benefits of approximately 25% )

Printing Expenses: \$118,300 (3 year average)

Director's Salary (Optional):

\_\_\_\_\_ Under \$10,000

\_\_\_\_\_ \$10,000 - \$15,000

\_\_\_\_\_ \$15,000 - \$20,000

\_\_\_\_\_ \$20,000 - \$25,000

\_\_\_\_\_ \$25,000 - \$30,000

\_\_\_\_\_ \$30,000 - \$35,000

\_\_\_\_\_ \$35,000 - \$40,000

\_\_\_\_\_ x over \$40,000

Subsidy received: \$48,700 (3 year average)

Amount received from subscriptions: \$145,000 (3 year average)

PUBLICATION:

Frequency of printing entire Code: Every 3 years

Number of sets printed in last complete publication: 1,350

Year entire Code last published: 1984

Supplementation frequency: Annual

Form of supplementation: Bound volume

CIRCULATION:

Number of paid subscribers: 1,000

Number of free subscribers: 200

Price per set: \$310

Number of volumes per set: 9

If sold by less than entire set, please answer the following:

How sold?

Price?

Is supplement automatically sent to subscribers of entire Code? Only in year of purchase

If not, is there a separate subscription for supplementation? Yes

Is supplementation covered by original price of entire Code? Only for year of purchase

If not, please indicate the price for supplementation: \$45 for first yr. supp.; \$80 for 2 yr. supp.

How do you promote sales? Mailing to RCW; Register; old WAC subscribers; Ad in Bar Assn. Journal

How do you distribute/mail? UPS

Subscribers are usually required to pay in advance.

FORMAT: Paperbound (8 1/2 x 11)

1986 SURVEY OF CODES AND REGISTERS

WASHINGTON

**VOLUME:**

Pages per full set: 9,900  
Average pages per volume: 1,100  
Pages per supplement (average): 1,750

**LAW:**

Official Text: Yes  
Judicial Notice: Yes  
Annotations: Yes, History & Rules Review Committee comments only  
Edit: Yes, Limited powers to correct  
Emergency rules included: No

**COMPUTER COMPOSITION:**

Computer Use: Yes  
Searchable data base: Yes  
Microfiche: No, XEROX, gave up after two years  
Microfilm: No  
What type/brand of computer equipment do you use? IBM 4731 Mainframe; 3179 terminals  
What type/brand of software do you use? Developed in-house since late Sixties

**INDEXING:**

Does your Code contain one or more indices? Yes  
If so, please specify type(s): Subject matter, to chapter level only  
Indices are prepared in-house by staff members.

**ARRANGEMENT:**

The *Washington Administrative Code* is arranged by agency.

**MISCELLANEOUS:**

When did you first publish your Code? Began 1960, first full set in 1966  
The *Washington Administrative Code* is distributed to county law libraries free of charge.  
The *Washington Administrative Code* contains nothing other than rules.  
The *Washington Administrative Code* is published in-house and printed by an outside printer.

**COPIES OF THE WASHINGTON ADMINISTRATIVE CODE MAY BE OBTAINED FROM:**

Subscription Clerk  
Code Reviser's Office  
Legislative Building AS-15  
Olympia, Washington 98504

1986 SURVEY OF CODES AND REGISTERS

WEST VIRGINIA

STATE: WEST VIRGINIA

ADMINISTRATIVE REGISTER: *West Virginia State Register*

OFFICE AND STAFF:

Director: Rich O. Hartman  
Address: Secretary of State  
Administrative Law Division  
State Capitol, Charleston, W.V. 25305  
Telephone: (304) 345-4000  
Person to contact about information on this survey: Rich O. Hartman  
Governing Agency: Secretary of State  
This office is under the Secretary of State.  
Total number of employees (FTE): 2 (Full-time: ; Part-time: )  
Office Hours: 8:30 a.m. to 5:00 p.m., Monday thru Friday

BUDGET:

Salaries: \$43,000  
Printing Expenses: 0  
Director's Salary (Optional):  

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
<u>  x  </u>	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

  
Subsidy received: \$98,778  
Amount received from subscriptions: Approx. \$50,000

FREQUENCY OF ISSUE: Weekly

CIRCULATION (as of January 1, 1986):

Number of paid subscribers: 225  
Number of free subscribers: 2  
Price per issue: \$1.50  
Price per subscription: \$75  
Is the subscription and/or single issue price set by statute? No  
If not, how are they determined? Cost of production and distribution  
Length of subscription: One year  
How do you promote sales? Annual promotion  
How do you distribute/mail? U.S. Post Office  
Subscribers are required to pay in advance.

VOLUME:

Average pages per issue (1985): 20  
Pages per year (1985): 1,000

COMPUTER COMPOSITION:

Computer Use: No; Plan to use computer in 1987-1988  
Searchable data base: No  
Microfiche: No  
Microfilm: No  
What do you use, if not a computer? Duplicate

1986 SURVEY OF CODES AND REGISTERS

WEST VIRGINIA

**CONTENT:**

<b>Proposed Rules:</b>	Notice only; Standard notice formats
<b>Adopted Rules:</b>	Notice only
<b>Emergency Rules:</b>	Notice only
<b>Court Ordered Rules:</b>	Notice only
<b>Executive Orders:</b>	Full text
<b>Proclamations:</b>	No
<b>State Contracts:</b>	Notice only; Highway and some others
<b>Executive Items:</b>	If filed
<b>Judicial Items:</b>	Notice only; Summary of Supreme Court Slip Opinions
<b>Legislative Items:</b>	Notice only; Interim schedules
<b>Attorney General Opinions:</b>	Notice only; Summary
<b>Other:</b>	Executive Appointments; Rule Monitor updated weekly; Administrative Hearings; Administrative Orders
<b>Open Meetings:</b>	Yes
<b>Public Hearings:</b>	No
<b>Index:</b>	Yes, Annual

**LAW:**

<b>Correction of Nonsubstantive Errors:</b>	No
<b>Correction of Substantive Errors:</b>	No
<b>Official Text:</b>	Yes, Text available from this office
<b>Judicial Notice:</b>	No
<b>Annotations:</b>	No
<b>Edit:</b>	No
<b>Legislative Oversight:</b>	Yes, Reports of Legislative Review Committee
<b>Economic Impact Statement:</b>	Yes
<b>Emergency Rules:</b>	Yes
In effect how long? 60 days to 15 months	

**MISCELLANEOUS:**

<b>Editorial Standards Manual/Guidelines:</b>	Yes, Format rules
<b>Instruction in regulation drafting:</b>	Yes
<b>Seminars:</b>	Yes, Plan seminar in 1987
<b>Consultations:</b>	Yes, Daily consultation
<b>Manual:</b>	Plan manual in 1987
<b>Pre-publication review:</b>	Work with all agencies and any group on request
<b>Liaison Representative Required:</b>	See pre-publication review above
<b>When did you begin publishing the Register?</b>	June 1983
<b>The West Virginia State Register is not distributed to depository libraries.</b>	
<b>The West Virginia State Register is printed in-house.</b>	
<b>Copy for publication is generated by the Administrative Law Division in-house.</b>	
<b>Other information about your Register not explained above:</b> The first <i>West Virginia Code of State Regulations</i> will be printed January 1987, followed in late 1987 by a full text weekly or bi-weekly register.	
Currently placing all rules into the computer.	

**COPIES OF THE WEST VIRGINIA STATE REGISTER MAY BE OBTAINED FROM:**

Secretary of State, Administrative Law Division  
State Capitol  
Charleston, West Virginia 25305

1986 SURVEY OF CODES AND REGISTERS

WEST VIRGINIA

STATE: WEST VIRGINIA

ADMINISTRATIVE CODE: None

OFFICE AND STAFF

Director:

Address:

Telephone:

Person to contact about information on this survey:

Governing Agency:

Is your office under the Secretary of State, the Legislature or other (specify)?

Total number of employees (FTE): (Full-time: ; Part-time: )

Office Hours:

BUDGET:

Salaries:

Printing Expenses:

Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received:

Amount received from subscriptions:

PUBLICATION:

Frequency of printing entire Code:

Number of sets printed in last complete publication:

Year entire Code last published:

Supplementation frequency:

Form of supplementation:

CIRCULATION:

Number of paid subscribers:

Number of free subscribers:

Price per set:

Number of volumes per set:

If sold by less than entire set, please answer the following:

How sold?

Price?

Is supplement automatically sent to subscribers of entire Code?

If not, is there a separate subscription for supplementation?

Is supplementation covered by original price of entire Code?

If not, please indicate the price for supplementation:

How do you promote sales?

How do you distribute/mail?

Are subscribers billed or are they required to pay in advance?

FORMAT:

1986 SURVEY OF CODES AND REGISTERS

WEST VIRGINIA

**VOLUME:**

- Pages per full set:
- Average pages per volume:
- Pages per supplement (average):

**LAW:**

- Official Text:
- Judicial Notice:
- Annotations:
- Edit:
- Emergency rules included:
- Other (specify):

**COMPUTER COMPOSITION:**

- Computer Use:
- Searchable data base:
- Microfiche:
- Microfilm:
- What type/brand of computer equipment do you use?
- What type/brand of software do you use?
- What do you use, if not computers?

**INDEXING:**

- Does your Code contain one or more indices?
- If so, please specify type(s)
- Are indices prepared in-house by staff members or by the publisher?

**ARRANGEMENT:**

- Is your Code arranged by subject matter, by agency or by some other means?

**MISCELLANEOUS:**

- When did you first publish your Code?
- Is the Code distributed to depository libraries in your state free of charge?
- If your Code contains anything other than rules, please specify the contents:
- Is your Code published in-house or by an outside publisher?
  - If done in-house, is it printed in-house or by an outside printer?
- Other information about your Code not explained above:

Where can copies of your Code be obtained:

1986 SURVEY OF CODES AND REGISTERS

WISCONSIN

STATE: WISCONSIN

ADMINISTRATIVE REGISTER: *Wisconsin Administrative Register*

OFFICE AND STAFF:

Director: Gary L. Poulson

Address: 904, 30 W. Mifflin Street  
Madison, Wisconsin 53703

Telephone: (608) 266-7275

Person to contact about information on this survey: Gary L. Poulson

Governing Agency: Revisor of Statutes Bureau

This office is under the legislature.

Total number of employees (FTE): 8.5 (Full-time: 8; Part-time: 1)

Office Hours: 7:45 a.m. to 11:45 a.m., 12:30 p.m. to 4:30 p.m., Monday thru Friday

BUDGET:

Salaries:

Printing Expenses:

Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received:

Amount received from subscriptions:

FREQUENCY OF ISSUE: Bi-Weekly

CIRCULATION (as of January 1, 1986):

Number of paid subscribers: 200 (Subscribers to Code also receive Register--see Code pages following)

Number of free subscribers: 0

Price per issue: N/A

Price per subscription: \$22

Is the subscription and/or single issue price set by statute? No

If not, how are they determined? Printing costs

Length of subscription: one year

How do you promote sales? Information Brochure

How do you distribute/mail? Statewide and throughout country via UPS or 1st Class U.S. Mail

Subscribers are billed.

VOLUME:

Average pages per issue (1985): 27

Pages per year (1985): 655

COMPUTER COMPOSITION:

Computer Use: No

Searchable data base: No

Microfiche: No

Microfilm: No

What do you use, if not a computer? Typewriter

1986 SURVEY OF CODES AND REGISTERS

WISCONSIN

CONTENT:

Proposed Rules:	Full text or notice only (Statutory option for agency)
Adopted Rules:	Full text; Printed as replacement pages for Code
Emergency Rules:	Notice only
Court Ordered Rules:	No
Executive Orders:	Full text or summary (Statutory option for Revisor)
Proclamations:	No
State Contracts:	No
Executive Items:	No
Judicial Items:	No
Legislative Items:	Notice only: Relating to legislative review
Attorney General Opinions:	Notice only: Relating to rules and rulemaking
Other:	Rule-related (Notice only)
Open Meetings:	No
Public Hearings:	Yes
Index:	No

LAW:

Correction of Nonsubstantive Errors:	Yes
Correction of Substantive Errors:	Yes
Official Text:	Yes
Judicial Notice:	Yes
Annotations:	No
Edit:	Yes
Legislative Oversight:	Yes
Economic Impact Statement:	Yes
Emergency Rules:	Yes
In effect how long? 150 days unless extended by legislature for up to 60 days	

MISCELLANEOUS:

Editorial Standards Manual/Guidelines:	No
Instruction in regulation drafting:	Yes
Seminars:	No
Consultations:	Yes
Manual:	Yes
Pre-publication review:	Yes
Liaison Representative Required:	No
When did you begin publishing the Register?	1956
The <i>Wisconsin Administrative Register</i> is distributed free of charge to state depository libraries.	
The <i>Wisconsin Administrative Register</i> is printed in-house.	
Is the copy for publication generated by your agency in-house, by the publisher or by the agencies?	
Other information about your Register not explained above: The <i>Register</i> is part of the upkeep service on the <i>Wisconsin Administrative Code</i> .	

COPIES OF THE WISCONSIN ADMINISTRATIVE REGISTER MAY BE OBTAINED FROM:

Document Sales and Distribution  
202 S. Thornton Avenue  
Madison, Wisconsin 53702

1986 SURVEY OF CODES AND REGISTERS

WISCONSIN

STATE: WISCONSIN

ADMINISTRATIVE CODE: *Wisconsin Administrative Code*

OFFICE AND STAFF:

Director: Gary L. Poulson

Address: Suite 904

30 West Mifflin Street

Madison, Wisconsin 53703

Telephone: (608) 266-7275

Person to contact about information on this survey: Gary L. Poulson

Governing Agency: Revisor of Statutes Bureau

This office is under the legislature.

Total number of employees (FTE): 8.5 (Full-time: 8; Part-time: 1)

Office Hours: 7:45 a.m. to 11:45 a.m., 12:30 p.m. to 4:30 p.m., Monday thru Friday

BUDGET:

Salaries: N/A

Printing Expenses: \$260,544

Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received: \$133,941

Amount received from subscriptions: \$126,600

PUBLICATION:

Frequency of printing entire Code: Continual revision system, have not reprinted entire Code

Number of sets printed in last complete publication: N/A

Year entire Code last published: N/A

Supplementation frequency: Monthly

Form of supplementation: Replacement pages

CIRCULATION:

Number of paid subscribers: 1,083 (Over 10,000 subscriptions to one or more of the codes but less than

Number of free subscribers: 220 complete set)

Price per set: \$185

Number of volumes per set: 16

If sold by less than entire set, please answer the following:

How sold? By individual agency (e.g., Dept. of Revenue) or subject (e.g., Plumbing Code)

Price? Range from \$2 to \$25

Is supplement automatically sent to subscribers of entire Code? No

If not, is there a separate subscription for supplementation? Yes

Is supplementation covered by original price of entire Code? No

If not, please indicate the price for supplementation: \$185 annual (Includes Register)

How do you promote sales? Brochure

How do you distribute/mail? Statewide and throughout the country via UPS

Subscribers are billed.

FORMAT: Loose-leaf

1986 SURVEY OF CODES AND REGISTERS

WISCONSIN

**VOLUME:**

Pages per full set: 14,200  
Average pages per volume: 888  
Pages per supplement (average): 200

**LAW:**

Official Text: Yes  
Judicial Notice: Yes  
Annotations: Yes  
Edit: Yes  
Emergency rules included: No, History note reflects existence

**COMPUTER COMPOSITION:**

Computer Use: Yes  
Searchable data base: No  
Microfiche: No  
Microfilm: No  
What type/brand of computer equipment do you use? PDP 11-44/Laser Typesetter  
What type/brand of software do you use? Pager

**INDEXING:**

Does your Code contain one or more indices? Yes  
If so, please specify type(s): General subject matter index for total code (annual update), some individual codes have specific and more detailed index prepared by agency  
Indices are prepared in-house by staff members.

**ARRANGEMENT:**

The *Wisconsin Administrative Code* is arranged by agency.

**MISCELLANEOUS:**

When did you first publish your Code? 1956  
The *Wisconsin Administrative Code* is distributed free of charge to state depository libraries.  
The *Wisconsin Administrative Code* also contains Executive Orders and citations to state cases when a rule is cited in a decision.  
The *Wisconsin Administrative Code* is published and printed in-house except for jobs over 8 pages which are printed by an outside printer.  
Other information about your Code not explained above: Register provided to those subscribers to the complete Code or part of the Code who have the annual upkeep service.

**COPIES OF THE WISCONSIN ADMINISTRATIVE CODE MAY BE OBTAINED FROM:**

Document Sales and Distribution  
202 South Thornton Avenue  
Madison, Wisconsin 53702  
(608) 266-3358

1986 SURVEY OF CODES AND REGISTERS

WYOMING

STATE: WYOMING

ADMINISTRATIVE REGISTER: None

OFFICE AND STAFF:

Director:

Address:

Telephone: (307) 777-7186

Person to contact about information on this survey: Dawn A. Hill

Governing Agency:

This office is under the Secretary of State.

Total number of employees (FTE): (Full-time: ; Part-time: )

Office Hours:

BUDGET:

Salaries:

Printing Expenses:

Director's Salary (Optional):

_____	Under \$10,000	_____	\$10,000 - \$15,000
_____	\$15,000 - \$20,000	_____	\$20,000 - \$25,000
_____	\$25,000 - \$30,000	_____	\$30,000 - \$35,000
_____	\$35,000 - \$40,000	_____	over \$40,000

Subsidy received:

Amount received from subscriptions:

FREQUENCY OF ISSUE:

CIRCULATION (as of January 1, 1986):

Number of paid subscribers:

Number of free subscribers:

Price per issue:

Price per subscription:

Is the subscription and/or single issue price set by statute?

If not, how are they determined?

Length of subscription:

How do you promote sales?

How do you distribute/mail?

Are subscribers billed or are they required to pay in advance?

VOLUME:

Average pages per issue (1985):

Pages per year (1985):

COMPUTER COMPOSITION:

Computer Use:

Searchable data base:

Microfiche:

Microfilm:

What do you use, if not a computer?

1986 SURVEY OF CODES AND REGISTERS  
WYOMING

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**CONTENT:**

- Proposed Rules:**
- Adopted Rules:**
- Emergency Rules:**
- Court Ordered Rules:**
- Executive Orders:**
- Proclamations:**
- State Contracts:**
- Executive Items:**
- Judicial Items:**
- Legislative Items:**
- Attorney General Opinions:**
- Other:**
- Open Meetings:**
- Public Hearings:**
- Index:**

**LAW:**

- Correction of Nonsubstantive Errors:**
- Correction of Substantive Errors:**
- Official Text:**
- Judicial Notice:**
- Annotations:**
- Edit:**
- Legislative Oversight:**
- Economic Impact Statement:**
- Emergency Rules:**
  - In effect how long?**

**MISCELLANEOUS:**

- Editorial Standards Manual/Guidelines:**
- Instruction in regulation drafting:**
  - Seminars:**
  - Consultations:**
  - Manual:**
  - Pre-publication review:**
  - Liaison Representative Required:**
  - Other (specify):**

**When did you begin publishing the Register?**

**Is the Register distributed to depository libraries in your state free of charge?**

**Is the Register printed in-house or by an outside publisher/printer?**

**Is the copy for publication generated by your agency in-house, by the publisher or by the agencies?**

**Other information about your Register not explained above:**

**Where can copies of your Register be obtained:**

1986 SURVEY OF CODES AND REGISTERS  
WYOMING

STATE: WYOMING

**ADMINISTRATIVE CODE:** None

(Wyoming does not publish a code. Rules of State agencies are housed in loose-leaf binders by name of agency. Upon request from the public and state and local agencies, we duplicate copies. We do print an Index of rules and regulations containing agency chapter titles and the date they were filed.)

**OFFICE AND STAFF:**

**Director:**

**Address:**

**Telephone:** (307) 777-7186

**Person to contact about information on this survey:** Dawn Hill

**Governing Agency:**

This office is under the Secretary of State.

**Total number of employees (FTE):** (Full-time: ; Part-time: )

**Office Hours:** 8 a.m. - 5 p.m.

**BUDGET:**

**Salaries:**

**Printing Expenses:**

**Director's Salary (Optional):**

_____ Under \$10,000	_____ \$10,000 - \$15,000
_____ \$15,000 - \$20,000	_____ \$20,000 - \$25,000
_____ \$25,000 - \$30,000	_____ \$30,000 - \$35,000
_____ \$35,000 - \$40,000	_____ over \$40,000

**Subsidy received:**

**Amount received from subscriptions:**

**PUBLICATION:**

**Frequency of printing entire Code:**

**Number of sets printed in last complete publication:**

**Year entire Code last published:**

**Supplementation frequency:**

**Form of supplementation:**

**CIRCULATION:**

**Number of paid subscribers:**

**Number of free subscribers:**

**Price per set:**

**Number of volumes per set:**

**If sold by less than entire set, please answer the following:**

**How sold?**

**Price?**

**Is supplement automatically sent to subscribers of entire Code?**

**If not, is there a separate subscription for supplementation?**

**Is supplementation covered by original price of entire Code?**

**If not, please indicate the price for supplementation:**

**How do you promote sales?**

**How do you distribute/mail?**

**Are subscribers billed or are they required to pay in advance?**

**FORMAT:**

1986 SURVEY OF CODES AND REGISTERS  
WYOMING

**VOLUME:**

- Pages per full set:
- Average pages per volume:
- Pages per supplement (average):

**LAW:**

- Official Text:
- Judicial Notice:
- Annotations:
- Edit:
- Emergency rules included:
- Other (specify):

**COMPUTER COMPOSITION:**

- Computer Use:
- Searchable data base:
- Microfiche:
- Microfilm:
- What type/brand of computer equipment do you use?
- What type/brand of software do you use?
- What do you use, if not computers?

**INDEXING:**

- Does your Code contain one or more indices?
- If so, please specify type(s):
- Are indices prepared in-house by staff members or by the publisher?

**ARRANGEMENT:**

- Is your Code arranged by subject matter, by agency or by some other means?

**MISCELLANEOUS:**

- When did you first publish your Code?
- Is the Code distributed to depository libraries in your state free of charge?
- If your Code contains anything other than rules, please specify the contents:
- Is your Code published in-house or by an outside publisher?
  - If done in-house, is it printed in-house or by an outside printer?
- Other information about your Code not explained above:

Where can copies of your Code be obtained: