May 19, 1998

Dennis R.  Stevenson, Assistant Administrative Rules Coordinator

Office of Administrative Rules

Department of Administration

650 West State Street, RM 100

Statehouse Mail

Boise, ID 83720-0004

RE: Address Change in Administrative Rules

Dear Dennis,

Pursuant to our telephone conversation yesterday morning, the Public Utilities Commission is seeking the most efficient way to change the mailing address contained in its Administrative Rules.  Several years ago the Post Office changed the mailing address for state agencies.  The mailing address appears at least twice in each of the Commission’s 21 Titles of Administrative Rules.

In the recent past, the Commission has updated its mailing address when it has amended or proposed Rules, e.g., 11.01 and 81.01.  However, there are several titles which have not been amended since 1993.  Because the change in address was mandated by the Post Office and is “non-substantive” in nature, it seems unnecessary and inefficient to use the normal rulemaking process to implement the address change.  Could the Commission promulgate a single notice changing the mailing address throughout its rules?  Can you recommend a solution?

A solution to the Commission’s address problem may also be of interest to other agencies.  Let me know what you think.  If I can provide additional information or assistance, please call me at 334-0312.

Sincerely yours,

Donald L.  Howell, II

Deputy Attorney General

DLH/vld\L:stevenson.dh

cc:Commissioners

Terry Coffin

DENNIS R.  STEVENSON

ASSISTANT ADMINISTRATIVE RULES COORIDATOR

DEPARTMENT OF ADMINISTRATION

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