

(AGENCY/DEPARTMENT NAME)
WORK PLAN FOR EVALUATION REPORT ON
COMAR ____-____-____

OBJECTIVES	ACTION STEPS	RESPONSIBLE PERSON	SCHEDULED COMPLETION DATE
<p>I. Evaluate COMAR for the purpose of satisfying the requirement of State Government Article, §§10-130—10-139, Annotated Code of Maryland</p>	<ol style="list-style-type: none"> 1. Inventory affected regulations. 2. Procedures and methods to be used to ensure comments from public / stakeholders / other affected units. <ol style="list-style-type: none"> A. To invite public comment on these regulations, the following procedures and methods will be used: (CHOOSE WHICH OF THE FOLLOWING WILL BE USED AND DELETE THE OTHERS) <ol style="list-style-type: none"> (1) Publication of notice in the Maryland Register; (2) Publication of notice in newspapers of general circulation in the State; (3) Posting of notice on the unit's website; (4) Posting notice on Division of State Document's website; (5) Mailing of notice; and (6) Holding of public hearings at various locations around the State. B. To ensure the participation of stakeholders in the review process, the following procedures will be used: (EXPLAIN IN PARAGRAPH OR OUTLINE FORM) C. To ensure the participation in the review process of other units affected by the regulations, the following procedures will be used: (EXPLAIN IN PARAGRAPH OR OUTLINE FORM) 3. Procedures for gathering and reviewing of: A. Any recent scientific information related to the regulations being reviewed, if applicable; B. Similar regulations adopted or repealed by other states or the federal government; and C. Other appropriate information, are as follows: (EXPLAIN IN PARAGRAPH OR OUTLINE FORM) 4. Evaluate the need to retain, amend, or repeal each existing regulation based on the following criteria: <ol style="list-style-type: none"> A. Continue to be necessary for public interest; B. Continue to be supported by statutory authority and judicial opinions; C. Are obsolete or otherwise appropriate for amendment or repeal; D. Continue to be effective in accomplishing the intended purpose of the regulations; and E. The information gathered under Action Steps 1—3. 		

II. Prepare report to the
Administrative, Executive
and Legislative Review
(AELR) Committee

1. Consolidate information obtained from objective #I, above
2. Write draft evaluation report.
3. Coordinate executive reviews of draft evaluation report.
4. Consolidate review comments and prepare final evaluation report.