

# NMAC

# Transmittal Form



Volume:  Issue:  Publication Date:  Number of pages:  (ALD Use Only) Sequence No.

Issuing agency name and address:  Agency DFA code:

Contact person's name:  Phone number:  E-mail address:

Type of rule action:  New  Amendment  Repeal  Repeal/Replace  Renumber  Emergency  (ALD Use Only) Most Recent Filing Date:

Title number:  Title name:

Chapter number:  Chapter name:

Part number:  Part name:

Amendment Description (If filing an Amendment):  Amendment's NMAC Citation (If filing an Amendment):

Are there any materials incorporated by reference? Yes  No  Please list attachments or Internet sites if applicable.

If materials are attached, has copyright permission been received? Yes  No  Public domain

## Concise Explanatory Statement for rulemaking adoption:

Notice date(s):  Hearing date(s):  Rule Adoption date:  Rule Effective date:

Specific statutory or other authority authorizing rulemaking:

Findings required for rulemaking adoption. Please attach and sign additional page(s) if necessary.

Issuing authority (If delegated, authority letter must be on file with ALD): Name:  Check if authority has been delegated

Title:

Signature: (BLACK ink only)  Date signed:

# Concise Explanatory Statement for rulemaking adoption:

Page number \_\_\_ of \_\_\_ for Findings required for rulemaking adoption.

Issuing authority (If delegated, authority letter must be on file with  
ALD): Name:

Check if authority has been delegated

Title:

Signature: (BLACK ink only)

Date signed:

# Instructions for Completing the NMAC TRANSMITTAL FORM



## Your agency must complete the following:

Volume, Issue and Publication Date. [Example: Volume: XXVIII , Issue: 19, Publication date: October 17, 2017.](#)

Provide the total number of pages of the paper version of the new rule, amendment, repeal or repeal and replacement document. [Note: Do \*\*not\*\* include transmittal form, billing sheet, PO, etc.](#)

Sequence number is for ALD use only.

Issuing agency's name and mailing address.

Agency's 3-digit DFA code. [Example: 123.](#)

Contact person's Name, Phone number, E-mail address.

Check one type of rule action: New, Amendment, Repeal, Repeal & Replace, Renumber, or Emergency.

Most Recent Filing Date of the Part for ALD use only.

Identify NMAC Title, Chapter and Part numbers and identify the NMAC Title, Chapter and Part names. [Example:](#)

[Title 19](#)      [Natural Resources and Wildlife](#)

[Chapter 30](#)    [Wildlife Administration](#)

[Part 14](#)        [Aquatic Invasive Species.](#)

Description of Amendment: (if amending) [Example: "Amending three sections".](#)

Amendment's NMAC citation: (if amending) [Example: Sections 9 and 18 of 7.1.13 NMAC.](#)

Are any materials incorporated by reference? [Check: Yes or No. If yes, please list attachments or provide Internet site.](#)

If incorporated, has copyright permission been granted? [Check Yes or No or check if document is in the public domain.](#)

## **Concise Explanatory Statement for rulemaking adoption:**

Provide your Notice date(s): Hearing date(s): Rule adoption date: Rule effective date: [Please note, that there must be at least 30 days between the \*\*Notice date\*\* and \*\*Hearing date\*\*. Also, your agency must file your rule within 15 days from \*\*Rule adoption date\*\*. Lastly, unless your rule is an emergency filing, the \*\*Rule effective date\*\* cannot be any earlier than the publication date in the New Mexico Register. If there is any discrepancy as to any of these dates, your rulemaking \*\*WILL NOT\*\* be accepted for filing and will be REJECTED.](#)

Your agency's specific statutory or other authority authorizing rulemaking: [Check with your agency general counsel office to determine the correct citation\(s\) authorizing your agency to make rules.](#)

Findings required for rulemaking adoption. Please attach and sign additional page(s) if necessary: [Please check with your agency general counsel office regarding these findings or if additional pages need to be attached. Examples: "This rule amendment has been amended to include public comments received at public hearing."; or, "This rulemaking was begun and has been adopted under the old version of the State Rules Act, prior to July 1, 2017."; or, "This rulemaking was undertaken as a result to changes to federal regulations, 7 CFR Part 225."](#)

Issuing Authority: Name, Title Date signed and original Signature of issuing authority or their delegate in black ink: [Note: If authority has been delegated, this box shall be checked. A letter of delegation must be on file with the State Records Center and Archives, Administrative Law Division.](#)