

## **RULE REGARDING THE ADOPTION OF STANDARDS AND POLICIES**

### **I. Standards and Policies, in general**

Proposed standards and policies will be drafted by the Director and/or Deputy Director of the Commission and submitted to the Commission for its approval. Upon approval, the standard or policy shall be distributed, in writing, to interested persons to provide an opportunity for written comment. The notice shall indicate the place to which comments shall be directed, a deadline for submitting the same, and indicate the date of the next Commission meeting at which the Commission will review the comments. At that meeting, the Commission will determine whether to adopt the standard or policy, as originally approved, or as modified due to comments received.

### **II. Standards and Policies which are of application only to the public defender offices, and employees of the Agency**

The Commission delegates its authority to the Director of the Commission regarding those standards and policies which apply only to employees of the Agency, or of its public defender offices. Such standards and policies will be drafted by the Director and/or Deputy Director of the Commission, and upon approval by the Director, shall be distributed, in writing, to the employees of the Commission and Public Defender offices to provide an opportunity for written comment. The notice shall indicate the place to which comments shall be directed, and a deadline for submitting the same. After that deadline, the Director shall review the comments, and determine whether to adopt the standard or policy, as

originally approved, or as modified due to the comments received.

*Adopted at April 20<sup>th</sup>, 2006 Commission Meeting*