

November 29, 2022

Chief Counsels  
Regulation Coordinators

Re: (1) 2023 Rulemaking Calendar and Legislative Reporting Requirements, **INCLUDING NEW E-MAIL ADDRESS TO SUBMIT CALENDARS**; and (2) Annual Mailing List Update

We would like to take this opportunity to remind you that Government Code section 11017.6 requires every state agency responsible for implementing a statute that requires interpretation pursuant to the Administrative Procedure Act to prepare, by January 30, a rulemaking calendar for that year. The rulemaking calendar must be (1) prepared in accordance with the format specified by the Office of Administrative Law (OAL), (2) approved by the head of the department or, if the rulemaking agency is an entity other than a department, by the officer, board, commission, or other entity which has been delegated the authority to adopt, amend, or repeal regulations, and (3) published in the California Regulatory Notice Register (Notice Register). (Government Code, section 11017.6.)

### **SCHEDULE A AND SCHEDULE B FORMS**

OAL is enclosing two forms for state agencies to use when providing the information required by Government Code section 11017.6. Schedule A is for proposed regulations implementing statutes enacted during 2022. Schedule B is for proposed regulations implementing statutes enacted prior to 2022. These forms can also be downloaded from our website at [https://oal.ca.gov/publications/rulemaking\\_calendar/](https://oal.ca.gov/publications/rulemaking_calendar/). Please provide these forms to OAL electronically via email in Microsoft Word or PDF formats.

For multiple reporting of rulemakings, please copy the required group of information fields and paste subsequent rulemakings one after the other in the same document. If you have any questions or concerns, please do not hesitate to contact me.

Also, please be aware that Government Code sections 11017.5 and 11017.6(b) contain other requirements for state agencies to submit certain information to the Legislature when implementing new programs or statutes.

Each year, OAL compiles all of the individual agency rulemaking calendars into one calendar for publication, distribution, and posting on our website. The

Rulemaking Calendar will be reproduced for publication exactly as received, so it is important to send us a final document. *Please remember to fill in your agency name in the top heading on the form.*

**SPECIAL NOTE ABOUT NEW E-MAIL ADDRESS TO SUBMIT CALENDARS!** This year, instead of emailing your Calendar directly to me, please submit your Rulemaking Calendar to: [rulemakingcalendar@oal.ca.gov](mailto:rulemakingcalendar@oal.ca.gov)

**Completed Schedules A or B received by OAL after February 14, 2023 may not appear in the 2023 Rulemaking Calendar** as published in the California Regulatory Notice Register and posted on our website.

**ANNUAL MAILING LIST UPDATE:**

OAL is conducting its annual mailing list update. If you would like to keep receiving OAL announcements and Notices via email at this email address, there is nothing for you to do. If you need to update your email address, add additional email addresses to our list, or add a physical address for delivery of hardcopy notices please email [OALProposedRulemakings@oal.ca.gov](mailto:OALProposedRulemakings@oal.ca.gov) with the updated information.

If you have any questions, please contact me at [mfong@oal.ca.gov](mailto:mfong@oal.ca.gov). You may also contact our Reference Attorney at (916) 323-6815 or at [staff@oal.ca.gov](mailto:staff@oal.ca.gov).

Thank you for your attention to these matters.

Sincerely yours,

**[original signed]**

Melvin Fong  
Legal Analyst

Attachments