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The table printed below lists regulation sections, by Virginia Administrative Code (VAC) title, that have been amended, added or repealed in the *Virginia Register* since the regulations were originally published or last supplemented in VAC (the Fall 2000 VAC Supplement includes final regulations published through *Virginia Register* Volume 16, Issue 24, dated August 14, 2000). Emergency regulations, if any, are listed, followed by the designation "emer," and errata pertaining to final regulations are listed. Proposed regulations are not listed here. The table lists the sections in numerical order and shows action taken, the volume, issue and page number where the section appeared, and the effective date of the section.

SECTION NUMBER	ACTION	CITE	EFFECTIVE DATE
Title 2. Agriculture			
2 VAC 5-330-30	Amended	17:8 VA.R. 1192	2/5/01
2 VAC 5-430-10 et seq.	Repealed	17:8 VA.R. 1192	1/31/01
2 VAC 5-600-10	Amended	17:9 VA.R. 1293	12/14/00
Title 3. Alcoholic Beverages			
3 VAC 5-10-70	Amended	17:10 VA.R. 1528	2/28/01
3 VAC 5-10-240	Amended	17:10 VA.R. 1528	2/28/01
3 VAC 5-70-170	Amended	17:10 VA.R. 1530	2/28/01
3 VAC 5-70-210	Added	17:10 VA.R. 1529	2/28/01
Title 4. Conservation and Natural Resources			
4 VAC 15-20-50	Amended	17:6 VA.R. 919	1/1/01
4 VAC 15-20-130	Amended	17:6 VA.R. 920	1/1/01
4 VAC 15-30-40	Amended	17:6 VA.R. 921	1/1/01
4 VAC 15-250-30	Amended	17:6 VA.R. 923	1/1/01
4 VAC 15-320-30	Amended	17:6 VA.R. 924	1/1/01
4 VAC 15-320-100	Amended	17:6 VA.R. 925	1/1/01
4 VAC 15-320-120	Amended	17:6 VA.R. 925	1/1/01
4 VAC 15-320-170	Added	17:6 VA.R. 925	1/1/01
4 VAC 15-330-30	Amended	17:6 VA.R. 926	1/1/01
4 VAC 15-330-50	Amended	17:6 VA.R. 926	1/1/01
4 VAC 15-330-60	Amended	17:6 VA.R. 926	1/1/01
4 VAC 15-330-100	Amended	17:6 VA.R. 926	1/1/01
4 VAC 15-330-120	Amended	17:6 VA.R. 926	1/1/01
4 VAC 15-330-160	Amended	17:6 VA.R. 927	1/1/01
4 VAC 15-330-190	Amended	17:6 VA.R. 927	1/1/01
4 VAC 15-360-10	Amended	17:6 VA.R. 928	1/1/01
4 VAC 15-360-60	Amended	17:6 VA.R. 928	1/1/01
4 VAC 20-110-10	Amended	17:5 VA.R. 698	10/30/00
4 VAC 20-110-15	Added	17:5 VA.R. 698	10/30/00
4 VAC 20-110-20 through 4 VAC 20-110-50	Amended	17:5 VA.R. 698	10/30/00
4 VAC 20-110-55	Added	17:5 VA.R. 699	10/30/00
4 VAC 20-110-60	Amended	17:5 VA.R. 699	10/30/00
4 VAC 20-110-65	Added	17:5 VA.R. 699	10/30/00
4 VAC 20-252-30	Amended	17:5 VA.R. 699	10/30/00
4 VAC 20-337-10 through 4 VAC 20-337-30	Added	17:5 VA.R. 700-702	11/1/00
4 VAC 20-490-20	Amended	17:3 VA.R. 386	10/15/00
4 VAC 20-490-40	Amended	17:3 VA.R. 387	10/15/00
4 VAC 20-490-60	Amended	17:3 VA.R. 387	10/15/00
4 VAC 20-540-30	Amended	17:5 VA.R. 702	1/1/01
4 VAC 20-540-40	Amended	17:5 VA.R. 702	1/1/01
4 VAC 20-560-40	Amended	17:7 VA.R. 1035	12/1/00
4 VAC 20-560-50	Amended	17:7 VA.R. 1035	12/1/00
4 VAC 20-620-30	Amended	17:10 VA.R. 1530	1/1/01
4 VAC 20-620-40	Amended	17:5 VA.R. 703	10/30/00
4 VAC 20-620-40	Amended	17:10 VA.R. 1531	1/1/01

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4 VAC 20-670-30	Amended		1/1/01
4 VAC 20-670-40	Amended	17:10 VA.R. 1532	1/1/01
4 VAC 20-720-20	Amended	17:3 VA.R. 387	10/1/00
4 VAC 20-720-40	Amended	17:3 VA.R. 388	10/1/00
4 VAC 20-720-50	Amended	17:3 VA.R. 388	10/1/00
4 VAC 20-720-60	Amended	17:3 VA.R. 389	10/1/00
4 VAC 20-720-70	Amended	17:3 VA.R. 389	10/1/00
4 VAC 20-720-80	Amended	17:3 VA.R. 390	10/1/00
4 VAC 20-754-30	Amended	17:3 VA.R. 393	10/1/00
4 VAC 20-755-10	Amended	17:5 VA.R. 704	10/30/00
4 VAC 20-755-20	Amended	17:5 VA.R. 704	10/30/00
4 VAC 20-755-30	Amended	17:5 VA.R. 704	10/30/00
4 VAC 20-890-20	Amended	16:25 VA.R. 3227	10/1/00
4 VAC 20-890-25	Amended	17:1 VA.R. 62	9/21/00
4 VAC 20-890-30	Amended	17:1 VA.R. 62	9/21/00
4 VAC 20-890-40	Amended	16:25 VA.R. 3227	10/1/00
4 VAC 20-900-10 emer	Amended	16:25 VA.R. 3330	7/28/00-8/24/00
4 VAC 20-900-25 emer	Amended	16:25 VA.R. 3330	7/28/00-8/24/00
4 VAC 20-900-25	Amended	17:1 VA.R. 63	9/1/00
4 VAC 20-900-25 emer	Amended	17:5 VA.R. 832	10/20/00-11/19/00
4 VAC 20-900-25	Amended	17:7 VA.R. 1036	11/17/00
4 VAC 20-900-25	Amended	17:10 VA.R. 1533	1/1/01
4 VAC 20-900-30	Amended	17:10 VA.R. 1533	1/1/01
4 VAC 20-900-35	Amended	17:10 VA.R. 1534	1/1/01
4 VAC 20-910-45	Amended	17:3 VA.R. 393	11/1/00
4 VAC 20-950-10	Amended	17:3 VA.R. 394	10/1/00
4 VAC 20-950-45	Amended	17:3 VA.R. 394	10/1/00
4 VAC 20-995-20	Amended	17:5 VA.R. 705	10/30/00
4 VAC 20-995-30	Amended	17:5 VA.R. 706	10/30/00
4 VAC 25-30 (Forms)	Amended	17:4 VA.R. 613	--
4 VAC 25-30 (Forms)	Amended	17:8 VA.R. 1201	--
4 VAC 25-40 (Forms)	Amended	17:4 VA.R. 613	--
4 VAC 25-40 (Forms)	Amended	17:8 VA.R. 1201	--
4 VAC 25-90 (Forms)	Amended	17:4 VA.R. 613	--
4 VAC 25-100 (Forms)	Amended	17:4 VA.R. 613	--
4 VAC 25-130 (Forms)	Amended	17:4 VA.R. 614	--
4 VAC 25-130 (Forms)	Amended	17:8 VA.R. 1201	--
4 VAC 25-170 (Forms)	Amended	17:8 VA.R. 1203	--
Title 6. Criminal Justice and Corrections			
6 VAC 20-190-10 through 6 VAC 20-190-200	Amended	17:3 VA.R. 395-398	11/23/00
6 VAC 20-190 (Forms)	Added	17:8 VA.R. 1204	--
Title 8. Education			
8 VAC 20-21-10	Amended	17:8 VA.R. 1193	1/31/01
8 VAC 20-21-50	Amended	17:8 VA.R. 1194	1/31/01
8 VAC 20-21-80	Amended	17:8 VA.R. 1195	1/31/01
8 VAC 20-21-260	Amended	17:8 VA.R. 1196	1/31/01
8 VAC 20-80-10	Amended	17:5 VA.R. 707	1/1/01
8 VAC 20-80-10	Erratum	17:8 VA.R. 1217	--
8 VAC 20-80-20	Repealed	17:5 VA.R. 717	1/1/01
8 VAC 20-80-30	Amended	17:5 VA.R. 717	1/1/01
8 VAC 20-80-30	Erratum	17:8 VA.R. 1217	--
8 VAC 20-80-40	Amended	17:5 VA.R. 721	1/1/01
8 VAC 20-80-40	Erratum	17:8 VA.R. 1217	--
8 VAC 20-80-45	Added	17:5 VA.R. 722	1/1/01
8 VAC 20-80-45	Erratum	17:8 VA.R. 1217	--
8 VAC 20-80-50	Amended	17:5 VA.R. 725	1/1/01

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8 VAC 20-80-52	Added	17:5 VA.R. 727	1/1/01
8 VAC 20-80-54	Added	17:5 VA.R. 728	1/1/01
8 VAC 20-80-54	Erratum	17:8 VA.R. 1217	--
8 VAC 20-80-56	Added	17:5 VA.R. 731	1/1/01
8 VAC 20-80-56	Erratum	17:8 VA.R. 1217	--
8 VAC 20-80-58	Added	17:5 VA.R. 735	1/1/01
8 VAC 20-80-60	Amended	17:5 VA.R. 736	1/1/01
8 VAC 20-80-62	Added	17:5 VA.R. 738	1/1/01
8 VAC 20-80-62	Erratum	17:8 VA.R. 1217	--
8 VAC 20-80-64	Added	17:5 VA.R. 746	1/1/01
8 VAC 20-80-65	Added	17:5 VA.R. 748	1/1/01
8 VAC 20-80-66	Added	17:5 VA.R. 748	1/1/01
8 VAC 20-80-68	Added	17:5 VA.R. 752	1/1/01
8 VAC 20-80-70	Amended	17:5 VA.R. 756	1/1/01
8 VAC 20-80-70	Erratum	17:8 VA.R. 1217	--
8 VAC 20-80-72	Added	17:5 VA.R. 765	1/1/01
8 VAC 20-80-74	Added	17:5 VA.R. 767	1/1/01
8 VAC 20-80-76	Added	17:5 VA.R. 768	1/1/01
8 VAC 20-80-76	Erratum	17:8 VA.R. 1217	--
8 VAC 20-80-78	Added	17:5 VA.R. 776	1/1/01
8 VAC 20-80-80 through 8 VAC 20-80-150	Amended	17:5 VA.R. 778-786	1/1/01
8 VAC 20-80-80	Erratum	17:8 VA.R. 1217	--
8 VAC 20-80-152	Added	17:5 VA.R. 786	1/1/01
8 VAC 20-80-152	Erratum	17:8 VA.R. 1217	--
8 VAC 20-80-155	Added	17:5 VA.R. 787	1/1/01
8 VAC 20-80-160	Amended	17:5 VA.R. 787	1/1/01
8 VAC 20-80-160	Erratum	17:8 VA.R. 1217	--
8 VAC 20-80-170	Repealed	17:5 VA.R. 788	1/1/01
8 VAC 20-80-180	Repealed	17:5 VA.R. 789	1/1/01
8 VAC 20-80-190	Amended	17:5 VA.R. 790	1/1/01
8 VAC 20-80-200	Repealed	17:5 VA.R. 790	1/1/01
8 VAC 20-80 Appendix A	Erratum	17:8 VA.R. 1217	--
8 VAC 20-131-10 through 8 VAC 20-131-150	Amended	16:25 VA.R. 3228-3237	9/28/00
8 VAC 20-131-170	Amended	16:25 VA.R. 3237	9/28/00
8 VAC 20-131-180	Amended	16:25 VA.R. 3237	9/28/00
8 VAC 20-131-210	Amended	16:25 VA.R. 3238	9/28/00
8 VAC 20-131-220	Amended	16:25 VA.R. 3239	9/28/00
8 VAC 20-131-240	Amended	16:25 VA.R. 3239	9/28/00
8 VAC 20-131-250	Repealed	16:25 VA.R. 3240	9/28/00
8 VAC 20-131-260 through 8 VAC 20-131-320	Amended	16:25 VA.R. 3240-3249	9/28/00
8 VAC 20-131-325	Added	16:25 VA.R. 3249	9/28/00
8 VAC 20-131-340	Amended	16:25 VA.R. 3250	9/28/00
8 VAC 20-570-10 et seq.	Repealed	17:5 VA.R. 706	1/1/01
8 VAC 20-640-10	Added	17:8 VA.R. 1198	1/31/01
8 VAC 35-10-20	Amended	17:10 VA.R. 1534	12/22/00
8 VAC 35-10-30	Amended	17:10 VA.R. 1535	12/22/00
8 VAC 35-10-50	Amended	17:10 VA.R. 1535	12/22/00
8 VAC 35-10-60	Amended	17:10 VA.R. 1535	12/22/00
8 VAC 35-10-80	Amended	17:10 VA.R. 1535	12/22/00
8 VAC 35-10-90	Amended	17:10 VA.R. 1536	12/22/00
8 VAC 35-20-10 et seq.	Repealed	17:10 VA.R. 1536	12/22/00
8 VAC 35-21-10 through 8 VAC 35-21-360	Added	17:10 VA.R. 1536-1547	12/22/00
Title 9. Environment			
9 VAC 5-60-120 through 9 VAC 5-60-180	Added	17:4 VA.R. 585	1/1/01
9 VAC 5-60-150	Amended	17:4 VA.R. 585	1/1/01
9 VAC 5-80-50 through 9 VAC 5-80-120	Amended	17:4 VA.R. 585	1/1/01

Cumulative Table of VAC Sections Adopted, Amended, or Repealed

SECTION NUMBER	ACTION	CITE	EFFECTIVE DATE
9 VAC 5-80-180 through 9 VAC 5-80-300	Amended	17:4 VA.R. 585	1/1/01
9 VAC 5-80-305	Repealed	17:4 VA.R. 585	1/1/01
9 VAC 5-80-310 through 9 VAC 5-80-350	Amended	17:4 VA.R. 585	*
9 VAC 5-80-355	Repealed	17:4 VA.R. 585	*
9 VAC 5-80-360 through 9 VAC 5-80-380	Amended	17:4 VA.R. 585	1/1/01
9 VAC 5-80-400 through 9 VAC 5-80-460	Amended	17:4 VA.R. 585	1/1/01
9 VAC 5-80-480	Amended	17:4 VA.R. 585	1/1/01
9 VAC 5-80-490	Amended	17:4 VA.R. 585	1/1/01
9 VAC 5-80-510	Amended	17:4 VA.R. 585	1/1/01
9 VAC 5-80-540 through 9 VAC 5-80-570	Amended	17:4 VA.R. 585	1/1/01
9 VAC 5-80-610	Amended	17:4 VA.R. 585	1/1/01
9 VAC 5-80-620	Amended	17:4 VA.R. 585	1/1/01
9 VAC 5-80-650	Amended	17:4 VA.R. 585	1/1/01
9 VAC 5-80-660	Amended	17:4 VA.R. 585	1/1/01
9 VAC 5-80-680	Amended	17:4 VA.R. 585	1/1/01
9 VAC 5-80-700	Amended	17:4 VA.R. 585	1/1/01
9 VAC 5-80-705	Repealed	17:4 VA.R. 585	1/1/01
9 VAC 5-80-720	Amended	17:4 VA.R. 585	1/1/01
9 VAC 5-90-10 et seq.	Repealed	17:1 VA.R. 63	10/25/00
9 VAC 5-100-10 et seq.	Repealed	17:1 VA.R. 63	10/25/00
9 VAC 5-121-10 et seq.	Repealed	17:4 VA.R. 585	1/1/01
9 VAC 20-60-18	Amended	17:2 VA.R. 220	11/8/00
9 VAC 20-170-10 through 9 VAC 20-170-410	Added	17:9 VA.R. 1297-1327	2/16/01
9 VAC 25-31-10	Amended	16:25 VA.R. 3252	9/27/00
9 VAC 25-31-30	Amended	16:25 VA.R. 3252	9/27/00
9 VAC 25-31-40	Amended	16:25 VA.R. 3252	9/27/00
9 VAC 25-31-100	Amended	16:25 VA.R. 3252	9/27/00
9 VAC 25-31-120	Amended	16:25 VA.R. 3252	9/27/00
9 VAC 25-31-121 (renumbered from 9 VAC 25-31-125)	Added	16:25 VA.R. 3252	9/27/00
9 VAC 25-31-170	Amended	16:25 VA.R. 3252	9/27/00
9 VAC 25-31-190	Amended	16:25 VA.R. 3252	9/27/00
9 VAC 25-31-200	Amended	16:25 VA.R. 3252	9/27/00
9 VAC 25-31-230	Amended	16:25 VA.R. 3252	9/27/00
9 VAC 25-31-280	Amended	16:25 VA.R. 3252	9/27/00
9 VAC 25-31-340	Amended	16:25 VA.R. 3252	9/27/00
9 VAC 25-31-390	Amended	16:25 VA.R. 3252	9/27/00
9 VAC 25-31-500	Amended	16:25 VA.R. 3252	9/27/00
9 VAC 25-31-570	Amended	16:25 VA.R. 3252	9/27/00
9 VAC 25-31-580	Amended	16:25 VA.R. 3252	9/27/00
9 VAC 25-31-590	Amended	16:25 VA.R. 3252	9/27/00
9 VAC 25-31-620	Amended	16:25 VA.R. 3252	9/27/00
9 VAC 25-31-660	Amended	16:25 VA.R. 3252	9/27/00
9 VAC 25-31-670	Amended	16:25 VA.R. 3252	9/27/00
9 VAC 25-31-710	Amended	16:25 VA.R. 3252	9/27/00
9 VAC 25-31-720	Amended	16:25 VA.R. 3252	9/27/00
9 VAC 25-31-750	Amended	16:25 VA.R. 3252	9/27/00
9 VAC 25-31-770	Amended	16:25 VA.R. 3252	9/27/00
9 VAC 25-31-780	Amended	16:25 VA.R. 3252	9/27/00
9 VAC 25-31-800	Amended	16:25 VA.R. 3252	9/27/00
9 VAC 25-31-810	Amended	16:25 VA.R. 3252	9/27/00
9 VAC 25-31-840	Amended	16:25 VA.R. 3252	9/27/00
9 VAC 25-210-10	Amended	16:25 VA.R. 3252	9/27/00
9 VAC 25-210-50	Amended	16:25 VA.R. 3254	9/27/00

* Regulatory process suspended in 17:9 VA.R. 1297.

Cumulative Table of VAC Sections Adopted, Amended, or Repealed

SECTION NUMBER	ACTION	CITE	EFFECTIVE DATE
9 VAC 25-210-110	Amended	16:25 VA.R. 3254	9/27/00
9 VAC 25-210-110	Erratum	17:3 VA.R. 433	--
9 VAC 25-400-10	Amended	16:25 VA.R. 3255	9/27/00
9 VAC 25-630-10 through 9 VAC 25-630-60	Amended	17:3 VA.R. 399-409	12/1/00
9 VAC 25-630-30	Erratum	17:7 VA.R. 1112	--
9 VAC 25-630-50	Erratum	17:7 VA.R. 1112	--
9 VAC 25-630 (Forms)	Amended	17:8 VA.R. 1207	--
9 VAC 25-640-10 through 9 VAC 25-640-250	Added	17:10 VA.R. 1548-1556	3/2/01
9 VAC 25-640 Appendices I through IX	Added	17:10 VA.R. 1556-1566	3/2/01
9 VAC 25-650-10 through 9 VAC 25-650-210 emer	Added	17:9 VA.R. 1370-1383	12/14/00-12/13/01
9 VAC 25-730-10 through 9 VAC 25-730-40	Added	17:9 VA.R. 1328	2/16/01
Title 11. Gaming			
11 VAC 10-100-30	Amended	16:25 VA.R. 3261	8/8/00
11 VAC 10-100-110	Amended	16:25 VA.R. 3261	8/8/00
11 VAC 10-100-170	Amended	16:25 VA.R. 3262	8/8/00
11 VAC 10-100-210	Amended	16:25 VA.R. 3262	8/8/00
11 VAC 10-110-30	Amended	16:25 VA.R. 3262	8/8/00
11 VAC 10-110-90	Amended	16:25 VA.R. 3262	8/8/00
11 VAC 10-110-230	Added	16:25 VA.R. 3263	8/8/00
11 VAC 10-120-50	Amended	16:26 VA.R. 3507	8/14/00
11 VAC 10-120-80	Amended	16:26 VA.R. 3508	8/14/00
11 VAC 10-120-90	Amended	16:26 VA.R. 3508	8/14/00
11 VAC 10-130-10	Amended	17:4 VA.R. 586	10/16/00
11 VAC 10-130-20	Amended	17:4 VA.R. 587	10/16/00
11 VAC 10-130-40	Amended	17:4 VA.R. 588	10/16/00
11 VAC 10-130-60	Amended	17:4 VA.R. 588	10/16/00
11 VAC 10-130-70	Amended	17:4 VA.R. 589	10/16/00
11 VAC 10-130-76	Amended	17:4 VA.R. 589	10/16/00
11 VAC 10-130-77	Amended	17:4 VA.R. 589	10/16/00
11 VAC 10-130-80	Amended	17:4 VA.R. 590	10/16/00
11 VAC 10-150-10	Amended	16:26 VA.R. 3510	8/14/00
11 VAC 10-150-20	Amended	16:26 VA.R. 3510	8/14/00
11 VAC 10-150-30	Amended	16:26 VA.R. 3510	8/14/00
11 VAC 10-150-40	Amended	16:26 VA.R. 3510	8/14/00
11 VAC 10-150-80	Amended	16:26 VA.R. 3510	8/14/00
11 VAC 10-150-90	Amended	16:26 VA.R. 3511	8/14/00
11 VAC 10-150-120	Amended	16:26 VA.R. 3511	8/14/00
11 VAC 10-150-130	Amended	16:26 VA.R. 3511	8/14/00
11 VAC 10-150-170	Amended	16:26 VA.R. 3511	8/14/00
Title 12. Health			
12 VAC 5-185-10 through 12 VAC 5-185-110	Added	17:9 VA.R. 1329-1331	2/14/01
12 VAC 5-371-150	Amended	17:1 VA.R. 64	10/27/00
12 VAC 5-371-260	Amended	17:1 VA.R. 64	10/27/00
12 VAC 5-410-220	Amended	17:1 VA.R. 65	10/27/00
12 VAC 30-10-150	Amended	17:5 VA.R. 791	1/1/01
12 VAC 30-40-345	Amended	17:3 VA.R. 410	11/22/00
12 VAC 30-50-30	Amended	17:5 VA.R. 792	1/1/01
12 VAC 30-50-70	Amended	17:5 VA.R. 792	1/1/01
12 VAC 30-50-130	Amended	17:5 VA.R. 792	1/1/01
12 VAC 30-50-229.1	Amended	17:5 VA.R. 798	1/1/01
12 VAC 30-50-250	Amended	17:5 VA.R. 793	1/1/01
12 VAC 30-50-480	Amended	17:5 VA.R. 801	1/1/01
12 VAC 30-60-170	Amended	17:5 VA.R. 802	1/1/01
12 VAC 30-80-21	Added	17:5 VA.R. 793	1/1/01
12 VAC 30-80-111	Added	17:5 VA.R. 803	1/1/01
12 VAC 30-90-19 emer	Added	17:10 VA.R. 1572	1/8/01-1/7/02

Cumulative Table of VAC Sections Adopted, Amended, or Repealed

SECTION NUMBER	ACTION	CITE	EFFECTIVE DATE
12 VAC 30-130-850 through 12 VAC 30-130-890	Added	17:5 VA.R. 794-796	1/1/01
12 VAC 30-130-880	Erratum	17:6 VA.R. 932	--
12 VAC 30-130-900 through 12 VAC 30-130-950	Added	17:5 VA.R. 803-806	1/1/01
Title 13. Housing			
13 VAC 5-51-71	Amended	17:7 VA.R. 1036	1/17/01
13 VAC 5-51-81	Amended	17:7 VA.R. 1037	1/17/01
13 VAC 5-51-130	Amended	17:7 VA.R. 1038	1/17/01
13 VAC 5-51-150	Amended	17:7 VA.R. 1038	1/17/01
13 VAC 5-51-170	Amended	17:7 VA.R. 1040	1/17/01
13 VAC 10-160-10	Amended	16:26 VA.R. 3512	9/1/00
13 VAC 10-160-30	Amended	16:26 VA.R. 3513	9/1/00
13 VAC 10-160-41	Repealed	16:26 VA.R. 3514	9/1/00
13 VAC 10-160-51	Repealed	16:26 VA.R. 3514	9/1/00
13 VAC 10-160-55 through 13 VAC 10-160-90	Amended	16:26 VA.R. 3515-3518	9/1/00
Title 14. Insurance			
14 VAC 5-200-20 through 14 VAC 5-200-60	Amended	17:4 VA.R. 594-597	12/1/00
14 VAC 5-200-65	Added	17:4 VA.R. 597	12/1/00
14 VAC 5-200-70	Amended	17:4 VA.R. 598	12/1/00
14 VAC 5-200-90	Amended	17:4 VA.R. 598	12/1/00
14 VAC 5-200-110	Amended	17:4 VA.R. 599	12/1/00
14 VAC 5-200-120	Amended	17:4 VA.R. 601	12/1/00
14 VAC 5-200-150	Amended	17:4 VA.R. 601	12/1/00
14 VAC 5-200-155	Added	17:4 VA.R. 602	12/1/00
14 VAC 5-200-170	Amended	17:4 VA.R. 602	12/1/00
14 VAC 5-200-175	Added	17:4 VA.R. 603	12/1/00
14 VAC 5-200-180	Repealed	17:4 VA.R. 603	12/1/00
14 VAC 5-200-185	Added	17:4 VA.R. 603	12/1/00
14 VAC 5-200-187	Added	17:4 VA.R. 605	12/1/00
14 VAC 5-200-200	Amended	17:4 VA.R. 606	12/1/00
14 VAC 5-370-20	Amended	16:25 VA.R. 3264	9/30/00
14 VAC 5-370-100	Amended	16:25 VA.R. 3264	9/30/00
Title 16. Labor and Employment			
16 VAC 15-30-20	Amended	17:1 VA.R. 66	10/25/00
16 VAC 15-30-200	Amended	17:1 VA.R. 66	10/25/00
16 VAC 15-30-210	Added	17:1 VA.R. 68	10/25/00
16 VAC 15-30-220	Added	17:1 VA.R. 68	10/25/00
16 VAC 15-30-230	Added	17:1 VA.R. 69	10/25/00
16 VAC 25-120-1917.1	Amended	16:25 VA.R. 3265	10/1/00
16 VAC 25-120-1917.2	Amended	16:25 VA.R. 3265	10/1/00
16 VAC 25-120-1917.3	Amended	16:25 VA.R. 3265	10/1/00
16 VAC 25-120-1917.23	Amended	16:25 VA.R. 3265	10/1/00
16 VAC 25-120-1917.25	Amended	16:25 VA.R. 3265	10/1/00
16 VAC 25-120-1917.26	Amended	16:25 VA.R. 3265	10/1/00
16 VAC 25-120-1917.27	Amended	16:25 VA.R. 3265	10/1/00
16 VAC 25-120-1917.30	Amended	16:25 VA.R. 3265	10/1/00
16 VAC 25-120-1917.42 through 16 VAC 25-120-1917.45	Amended	16:25 VA.R. 3265	10/1/00
16 VAC 25-120-1917.50	Amended	16:25 VA.R. 3265	10/1/00
16 VAC 25-120-1917.71	Amended	16:25 VA.R. 3265	10/1/00
16 VAC 25-120-1917.73	Amended	16:25 VA.R. 3265	10/1/00
16 VAC 25-120-1917.92	Amended	16:25 VA.R. 3265	10/1/00
16 VAC 25-120-1917.95	Amended	16:25 VA.R. 3265	10/1/00
16 VAC 25-120-1917.112	Amended	16:25 VA.R. 3265	10/1/00
16 VAC 25-120-1917.117 through 16 VAC 25-120-1917.122	Amended	16:25 VA.R. 3265	10/1/00
16 VAC 25-120-1917.124	Amended	16:25 VA.R. 3265	10/1/00

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SECTION NUMBER	ACTION	CITE	EFFECTIVE DATE
16 VAC 25-120-1917.151	Amended	16:25 VA.R. 3265	10/1/00
16 VAC 25-120-1917.152	Amended	16:25 VA.R. 3265	10/1/00
16 VAC 25-120-1917.153	Amended	16:25 VA.R. 3265	10/1/00
16 VAC 25-120-1917.156	Amended	16:25 VA.R. 3265	10/1/00
16 VAC 25-120 Appendix I	Amended	16:25 VA.R. 3265	10/1/00
16 VAC 25-130-1918.1	Amended	16:25 VA.R. 3265	10/1/00
16 VAC 25-130-1918.2	Amended	16:25 VA.R. 3265	10/1/00
16 VAC 25-130-1918.24	Amended	16:25 VA.R. 3265	10/1/00
16 VAC 25-130-1918.25	Amended	16:25 VA.R. 3265	10/1/00
16 VAC 25-130-1918.37	Amended	16:25 VA.R. 3265	10/1/00
16 VAC 25-130-1918.41	Amended	16:25 VA.R. 3265	10/1/00
16 VAC 25-130-1918.42	Amended	16:25 VA.R. 3265	10/1/00
16 VAC 25-130-1918.43	Amended	16:25 VA.R. 3265	10/1/00
16 VAC 25-130-1918.51	Amended	16:25 VA.R. 3265	10/1/00
16 VAC 25-130-1918.52	Amended	16:25 VA.R. 3265	10/1/00
16 VAC 25-130-1918.54	Amended	16:25 VA.R. 3265	10/1/00
16 VAC 25-130-1918.61	Amended	16:25 VA.R. 3265	10/1/00
16 VAC 25-130-1918.62	Amended	16:25 VA.R. 3265	10/1/00
16 VAC 25-130-1918.65	Amended	16:25 VA.R. 3265	10/1/00
16 VAC 25-130-1918.66	Amended	16:25 VA.R. 3265	10/1/00
16 VAC 25-130-1918.69	Amended	16:25 VA.R. 3265	10/1/00
16 VAC 25-130-1918.85	Amended	16:25 VA.R. 3265	10/1/00
16 VAC 25-130-1918.86	Amended	16:25 VA.R. 3265	10/1/00
16 VAC 25-130-1918.94	Amended	16:25 VA.R. 3265	10/1/00
16 VAC 25-130-1918.97	Amended	16:25 VA.R. 3265	10/1/00
16 VAC 25-130-1918.98	Amended	16:25 VA.R. 3265	10/1/00
16 VAC 25-130-1918.100	Amended	16:25 VA.R. 3265	10/1/00
16 VAC 25-130-1918.102	Amended	16:25 VA.R. 3265	10/1/00
16 VAC 25-130-1918.105	Amended	16:25 VA.R. 3265	10/1/00
16 VAC 25-130 Appendix II	Amended	16:25 VA.R. 3265	10/1/00
16 VAC 25-130 Appendix IV	Amended	16:25 VA.R. 3265	10/1/00
16 VAC 30-100-10 through 16 VAC 30-100-80	Added	17:9 VA.R. 1331-1334	2/14/01
Title 18. Professional and Occupational Licensing			
18 VAC 45-20-5	Added	17:7 VA.R. 1041	2/1/01
18 VAC 45-20-10	Amended	17:7 VA.R. 1041	2/1/01
18 VAC 45-20-20	Amended	17:7 VA.R. 1042	2/1/01
18 VAC 45-20-30	Amended	17:7 VA.R. 1042	2/1/01
18 VAC 45-20-40	Amended	17:7 VA.R. 1042	2/1/01
18 VAC 45-20-50	Added	17:7 VA.R. 1043	2/1/01
18 VAC 85-20-131 emer	Amended	17:4 VA.R. 610	10/13/00-10/12/01
18 VAC 85-20-140	Amended	17:8 VA.R. 1198	1/31/01
18 VAC 85-31-10 through 18 VAC 85-31-160	Repealed	16:25 VA.R. 3266-3270	9/27/00
18 VAC 85-110-100 emer	Amended	17:7 VA.R. 1091	11/17/00-11/16/01
18 VAC 90-20-36 emer	Added	17:2 VA.R. 221	9/19/00-9/18/01
18 VAC 90-30-120	Amended	17:7 VA.R. 1047	1/17/01
18 VAC 100-20-5	Added	17:9 VA.R. 1334	3/1/01
18 VAC 100-20-10	Amended	17:9 VA.R. 1334	3/1/01
18 VAC 100-20-20	Repealed	17:9 VA.R. 1335	3/1/01
18 VAC 100-20-30	Repealed	17:9 VA.R. 1335	3/1/01
18 VAC 100-20-40	Repealed	17:9 VA.R. 1335	3/1/01
18 VAC 100-20-50	Amended	17:9 VA.R. 1335	3/1/01
18 VAC 100-20-54	Added	17:9 VA.R. 1335	3/1/01
18 VAC 100-20-55	Added	17:9 VA.R. 1336	3/1/01
18 VAC 100-20-56	Added	17:9 VA.R. 1336	3/1/01
18 VAC 100-20-60	Amended	17:9 VA.R. 1336	3/1/01
18 VAC 100-20-65	Added	17:9 VA.R. 1336	3/1/01

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SECTION NUMBER	ACTION	CITE	EFFECTIVE DATE
18 VAC 100-20-70	Amended	17:9 VA.R. 1337	3/1/01
18 VAC 100-20-80	Repealed	17:9 VA.R. 1337	3/1/01
18 VAC 100-20-81	Added	17:9 VA.R. 1337	3/1/01
18 VAC 100-20-85	Added	17:9 VA.R. 1338	3/1/01
18 VAC 100-20-87	Added	17:9 VA.R. 1338	3/1/01
18 VAC 100-20-90	Amended	17:9 VA.R. 1338	3/1/01
18 VAC 100-20-100	Amended	17:9 VA.R. 1338	3/1/01
18 VAC 100-20-110	Amended	17:9 VA.R. 1338	3/1/01
18 VAC 100-20-120	Added	17:9 VA.R. 1339	3/1/01
18 VAC 100-20-130	Added	17:9 VA.R. 1339	3/1/01
18 VAC 110-20-10	Amended	17:7 VA.R. 1047	1/17/01
18 VAC 110-20-20	Amended	17:7 VA.R. 1050	1/17/01
18 VAC 110-20-20 emer	Amended	17:10 VA.R. 1573	1/10/01-1/9/02
18 VAC 110-20-425	Added	17:7 VA.R. 1050	1/17/01
18 VAC 110-30-10	Amended	17:7 VA.R. 1058	1/17/01
18 VAC 110-30-15	Added	17:7 VA.R. 1058	1/17/01
18 VAC 110-30-20	Amended	17:7 VA.R. 1058	1/17/01
18 VAC 110-30-30	Amended	17:7 VA.R. 1059	1/17/01
18 VAC 110-30-35	Added	17:7 VA.R. 1059	1/17/01
18 VAC 110-30-50	Amended	17:7 VA.R. 1059	1/17/01
18 VAC 110-30-60	Repealed	17:7 VA.R. 1059	1/17/01
18 VAC 110-30-80	Amended	17:7 VA.R. 1059	1/17/01
18 VAC 110-30-90	Amended	17:7 VA.R. 1059	1/17/01
18 VAC 110-30-100	Amended	17:7 VA.R. 1060	1/17/01
18 VAC 110-30-110	Amended	17:7 VA.R. 1060	1/17/01
18 VAC 110-30-160	Amended	17:7 VA.R. 1060	1/17/01
18 VAC 110-30-170	Amended	17:7 VA.R. 1061	1/17/01
18 VAC 110-30-190	Amended	17:7 VA.R. 1061	1/17/01
18 VAC 110-30-200	Amended	17:7 VA.R. 1061	1/17/01
18 VAC 110-30-210	Amended	17:7 VA.R. 1061	1/17/01
18 VAC 110-30-220	Amended	17:7 VA.R. 1062	1/17/01
18 VAC 110-30-240	Amended	17:7 VA.R. 1062	1/17/01
18 VAC 110-30-255	Added	17:7 VA.R. 1062	1/17/01
18 VAC 110-30-260	Amended	17:7 VA.R. 1062	1/17/01
18 VAC 110-30-270	Amended	17:7 VA.R. 1062	1/17/01
18 VAC 110-40-10 through 18 VAC 110-40-70	Added	17:7 VA.R. 1066-1067	1/17/01
18 VAC 112-10-10 through 18 VAC 112-10-120 emer	Added	17:4 VA.R. 611-612	10/17/00-10/16/01
18 VAC 112-20-10 through 18 VAC 112-20-150	Added	16:25 VA.R. 3266-3270	9/27/00
18 VAC 160-20-10	Amended	17:9 VA.R. 1342	2/15/01
18 VAC 160-20-20 through 18 VAC 160-20-70	Repealed	17:9 VA.R. 1343-1345	2/15/01
18 VAC 160-20-74	Added	17:9 VA.R. 1345	2/15/01
18 VAC 160-20-76	Added	17:9 VA.R. 1345	2/15/01
18 VAC 160-20-80	Amended	17:9 VA.R. 1345	2/15/01
18 VAC 160-20-85	Added	17:9 VA.R. 1345	2/15/01
18 VAC 160-20-90	Amended	17:9 VA.R. 1345	2/15/01
18 VAC 160-20-100	Repealed	17:9 VA.R. 1349	2/15/01
18 VAC 160-20-102	Added	17:9 VA.R. 1350	2/15/01
18 VAC 160-20-104	Added	17:9 VA.R. 1350	2/15/01
18 VAC 160-20-106	Added	17:9 VA.R. 1350	2/15/01
18 VAC 160-20-109	Added	17:9 VA.R. 1350	2/15/01
18 VAC 160-20-110	Repealed	17:9 VA.R. 1351	2/15/01
18 VAC 160-20-120	Added	17:9 VA.R. 1351	2/15/01
18 VAC 160-20-130	Added	17:9 VA.R. 1352	2/15/01
18 VAC 160-20-140	Added	17:9 VA.R. 1353	2/15/01
18 VAC 160-20-160	Amended	17:9 VA.R. 1353	2/15/01

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SECTION NUMBER	ACTION	CITE	EFFECTIVE DATE
Title 19. Public Safety			
19 VAC 30-20-80	Amended	17:10 VA.R. 1567	3/14/01
Title 20. Public Utilities and Telecommunications			
20 VAC 5-200-21	Amended	16:25 VA.R. 3274	7/28/00
20 VAC 5-200-30	Amended	16:25 VA.R. 3296	7/28/00
20 VAC 5-200 Appendix	Amended	16:25 VA.R. 3298	7/28/00
20 VAC 5-202-10 through 20 VAC 5-202-50	Added	17:5 VA.R. 819-824	10/20/00
20 VAC 5-309-10	Amended	17:9 VA.R. 1366	7/1/01
20 VAC 5-309-15	Added	17:9 VA.R. 1366	7/1/01
20 VAC 5-309-20	Amended	17:9 VA.R. 1366	7/1/01
20 VAC 5-309-30	Amended	17:9 VA.R. 1366	7/1/01
20 VAC 5-309-40	Amended	17:9 VA.R. 1366	7/1/01
20 VAC 5-309-50	Amended	17:9 VA.R. 1367	7/1/01
20 VAC 5-309-70	Amended	17:9 VA.R. 1367	7/1/01
20 VAC 5-309-90 through 20 VAC 5-309-220	Added	17:9 VA.R. 1367-1369	7/1/01
Title 22. Social Services			
22 VAC 30-20-10 through 22 VAC 30-20-60	Amended	17:7 VA.R. 1067-1076	1/17/01
22 VAC 30-20-80 through 22 VAC 30-20-130	Amended	17:7 VA.R. 1076-1086	1/17/01
22 VAC 30-20-150	Amended	17:7 VA.R. 1086	1/17/01
22 VAC 30-20-160	Amended	17:7 VA.R. 1087	1/17/01
22 VAC 30-20-170	Amended	17:7 VA.R. 1088	1/17/01
22 VAC 30-20-181	Amended	17:7 VA.R. 1088	1/17/01
22 VAC 30-20-200	Amended	17:7 VA.R. 1090	1/17/01
22 VAC 40-35-10	Amended	17:5 VA.R. 825	12/20/00
22 VAC 40-35-10	Amended	17:10 VA.R. 1567	2/28/01
22 VAC 40-35-90	Amended	17:10 VA.R. 1570	2/28/01
22 VAC 40-35-125	Amended	17:5 VA.R. 827	12/20/00
22 VAC 40-35-126	Added	17:5 VA.R. 827	12/20/00
22 VAC 40-35-127	Added	17:5 VA.R. 828	12/20/00
22 VAC 40-35-128	Added	17:5 VA.R. 828	12/20/00
22 VAC 40-60 (Forms)	Amended	17:1 VA.R. 72	--
22 VAC 40-170 (Forms)	Amended	17:5 VA.R. 833	--
22 VAC 40-180 (Forms)	Amended	16:25 VA.R. 3331-3332	--
22 VAC 40-600-10	Amended	17:1 VA.R. 70	10/25/00
22 VAC 40-600-50	Amended	17:1 VA.R. 70	10/25/00
22 VAC 40-600-70	Amended	17:1 VA.R. 70	10/25/00
22 VAC 40-600-90	Repealed	17:1 VA.R. 71	10/25/00
22 VAC 40-600-130	Amended	17:1 VA.R. 71	10/25/00
22 VAC 40-600-140	Amended	17:1 VA.R. 71	10/25/00
22 VAC 40-600-170	Amended	17:1 VA.R. 71	10/25/00
22 VAC 40-600-200	Amended	17:1 VA.R. 71	10/25/00
22 VAC 40-600-210	Amended	17:1 VA.R. 71	10/25/00
22 VAC 40-680-10	Amended	17:5 VA.R. 830	12/20/00
22 VAC 40-680-20	Amended	17:5 VA.R. 830	12/20/00
Title 24. Transportation and Motor Vehicles			
24 VAC 30-380-10	Amended	16:26 VA.R. 3518	8/23/00

NOTICES OF INTENDED REGULATORY ACTION

Symbol Key

† Indicates entries since last publication of the *Virginia Register*

TITLE 2. AGRICULTURE

DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES

Notice of Intended Regulatory Action

Notice is hereby given in accordance with § 9-6.14:7.1 of the Code of Virginia that the State Board of Agriculture and Consumer Services intends to consider amending regulations entitled: **2 VAC 5-530-10 et seq. Rules and Regulations Governing the Production, Handling and Processing of Milk for Manufacturing Purposes and Establishing Minimum Standards for Certain Dairy Products to be Used for Human Food.** The purpose of the proposed action is to review the regulation for effectiveness and continued need, including amending the regulation to (i) include the milk of goats, sheep, water buffalo, and other mammals if the milk or dairy products are intended for human consumption; (ii) be consistent with the USDA recommended requirements for milk for manufacturing purposes and plant purposes; and (iii) develop alternative requirements to foster the developing goats, sheep, and water buffalo industries in Virginia. The agency invites comment on whether there should be an adviser. The agency intends to hold a public hearing on the proposed regulation after publication.

Statutory Authority: §§ 3.1-530.1 and 3.1-530.2 of the Code of Virginia.

Public comments may be submitted until March 19, 2001.

Contact: John A. Beers, Program Supervisor, Department of Agriculture and Consumer Services, Washington Bldg., 1100 Bank St., Room 505, Richmond, VA 23219, telephone (804) 786-1453 or FAX (804) 371-7792.

VA.R. Doc. No. R01-64; Filed December 14, 2000, 2:49 p.m.

TITLE 9. ENVIRONMENT

STATE AIR POLLUTION CONTROL BOARD

Notice of Intended Regulatory Action

Notice is hereby given in accordance with § 9-6.14:7.1 of the Code of Virginia that the State Air Pollution Control Board intends to consider amending regulations entitled: **9 VAC 5-40-10 et seq. Existing Stationary Sources** and **9 VAC 5-91-10 et seq. Regulations for the Control of Motor Vehicle Emissions in the Northern Virginia Area** and promulgating regulations entitled: **9 VAC 5-180-10 et seq. Regulation for Mobile Sources (Rev. I-00).** The purpose of the proposed

action is to adopt a regulation that establishes controls for visible emissions from motor vehicles and repeal or amend other existing regulations as appropriate.

Purpose: The purpose of the proposed action is to (i) adopt a new regulation that meets current air quality needs and (ii) repeal the existing regulation because certain of its provisions have been determined to no longer be required by federal mandate and no longer essential to protect the health or welfare of citizens. This determination was made pursuant to the review of existing regulations mandated by Executive Order 15(94).

Need: Rule 4-41 (9 VAC 5-40-5650 et seq.) is no longer essential (i) to protect the health or welfare of citizens or (ii) for the efficient and economical performance of an important governmental function. An explanation as to how this conclusion was reached is set forth below.

The regulation is no longer needed for air quality planning purposes. The regulation was adopted in order to implement the policy set forth in the Virginia Air Pollution Control Law and to fulfill the Commonwealth's responsibilities under the federal Clean Air Act to provide a legally enforceable State Implementation Plan for the control of criteria pollutants. These statutes still remain in force, but the provisions that initiated adoption of the regulation have changed.

Analysis reveals that the regulation is not consistent with applicable state and federal regulations, statutory provisions, and judicial decisions. Factors and circumstances (federal statutes, original intent, state air quality program and air pollution control methodology and technology) which justified the initial issuance of the regulation have changed to a degree that would justify a change to the basic requirements of the regulation.

Federal guidance on states' approaches to air pollution control has varied considerably over the years, ranging from very general in the early years of the Clean Air Act to very specific in more recent years. This regulation, Rule 4-41, was adopted in 1972, when no detailed guidance existed. Therefore, the legally binding federal mandate for this regulation is general, not specific, consisting of the Clean Air Act's broad-based directive to states to meet the air quality standard for particulate matter that is emitted by mobile sources.

Since Rule 4-41 was adopted in 1972, important changes have been made to the State Implementation Plan that have resulted in significantly better control of the emissions this regulation was designed to limit. For instance, under the 1990 amendments of the Clean Air Act, most motor vehicles in Virginia's metropolitan urban areas (one and a quarter million vehicles out of the statewide total of five million) are now subject to inspection and maintenance (I/M) programs, which will provide for a higher level of stringency for control of visible emissions and other pollutants than the level provided for by Rule 4-41. In addition, the enforcement of anti-

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tampering prohibitions is accomplished through statewide safety inspections carried out by the Department of State Police. (The anti-tampering provisions of Rule 4-41 merely duplicate those of § 46.2-1048 of the Code of Virginia.) In light of these newer and more effective controls, the regulation should be replaced. The replacement regulation (9 VAC 5 Chapter 180) will focus on the control of visible emissions from motor vehicles, which are the major concern of the general public. It contains provisions addressing anti-tampering, visible emission standards, commercial and public service motor vehicles, and export/import of motor vehicles.

Potential Issues: The potential issues that need to be addressed as the regulation is developed are as follows:

1. Repeal the existing rule for Emission Standards for Mobile Sources, Article 41 (9 VAC 5-40-5650 et seq.) of Part II of 9 VAC 5 Chapter 40 because certain of its provisions have been determined to be no longer required by federal mandate and no longer essential to protect the health or welfare of citizens.
2. Promulgate a new Regulation for Mobile Sources, 9 VAC 5 Chapter 180 (9 VAC 5-180-10 et seq.) that meets current air quality needs.
3. Amend the existing Regulation for the Control of Motor Vehicle Emissions in the Northern Virginia Area, 9 VAC 5 Chapter 91 (9 VAC 5-91-190 and 9 VAC 5-91-210) to render it consistent with the new regulatory provisions developed pursuant to issue 2 above.

Alternatives: Alternatives to the proposed amendments to the regulation are being considered by the department. The department has tentatively determined that the fourth alternative is appropriate as it is the least burdensome and least intrusive alternative that fully meets the purpose of the regulatory action. The alternatives being considered by the department, along with the reasoning by which the department has rejected any of the alternatives being considered, are as follows:

1. Take no action to amend Rule 4-41. This option was not chosen for the reason specified in 4 below.
2. Repeal Rule 4-41. This option was not chosen because citizens continue to register complaints about visible emissions from motor vehicles. The provisions addressing this problem should, therefore, be retained.
3. Repeal or amend Rule 4-41 and develop a model ordinance which local governments may adopt if they wish to implement a control program similar to that provided by Rule 4-41. This was done with Rule 4-40 (open burning); however, there are important differences between the two programs. Before the deregulation of open burning, many local governments already had sufficient and experienced staff capable of overseeing an open burning control program. But virtually no local government has any staff with sufficient experience or expertise to oversee a mobile source control program. To oversee such a program requires considerably more technical skill and resources than does an open burning control program. For instance, a mobile source program requires annual training in the evaluation of visible

emissions and in the ability to determine whether air pollution control equipment has been tampered with. Most local governments do not have the funding or staff necessary to enforce such a control program. For these reasons, this option was not chosen.

4. Replace Rule 4-41 with more limited provisions. This option was chosen because the regulation is no longer needed for air quality planning purposes. Since the adoption of Rule 4-41, changes to the State Implementation Plan have resulted in more effective methods to control some of the emissions the regulation was designed to limit. Nonetheless, certain provisions need to be retained, as explained in 2 above.

Public Participation: The department is soliciting comments on (i) the intended regulatory action, to include ideas to assist the department in the development of the proposal, and (ii) the costs and benefits of the alternatives stated in this notice or other alternatives. All comments must be received by the department by 4:30 p.m. on the first business day after public meeting (see information below) in order to be considered. It is preferred that all comments be provided in writing to the department, along with any supporting documents or exhibits; however, oral comments will be accepted at the meeting. Comments may be submitted by mail, facsimile transmission, e-mail, or by personal appearance at the meeting, but must be submitted to Kathleen Sands, Policy Analyst, Office of Air Regulatory Development, Department of Environmental Quality, P.O. Box 10009, Richmond, Virginia, 23240 (e-mail: krsands@deq.state.va.us) (fax number: (804) 698-4510). Comments by facsimile transmission will be accepted only if followed by receipt of the signed original within one week. Comments by e-mail will be accepted only if the name, address and phone number of the commenter are included. All testimony, exhibits and documents received are a matter of public record. Only comments (i) related to the potential issues, alternatives, and costs and benefits (see supporting information below) as specified in this notice and (ii) provided in accordance with the procedures specified in this notice will be given consideration in the development of the proposed regulation amendments.

A public meeting will be held by the department on February 16, 2001, 9 a.m., at Main Street Center, 600 East Main Street, Lower Level Conference Room, Richmond, Virginia to receive comments on and to discuss the intended action. Information on the date, time, and place of the meeting is published in the Calendar of Events section of the Virginia Register. Unlike a public hearing, which is intended only to receive testimony, this meeting is being held to discuss and exchange ideas and information relative to regulation development.

After publication in the Virginia Register of Regulations, the department will hold at least one public hearing to provide opportunity for public comment on any regulation amendments drafted pursuant to this notice.

Ad Hoc Advisory Group: The department is soliciting comments on the advisability of forming an ad hoc advisory group, utilizing a standing advisory committee or consulting with groups or individuals registering interest in working with the department to assist in the drafting and formation of any proposal. The primary function of any group, committee or

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individuals that may be utilized is to develop recommended regulation amendments for department consideration through the collaborative approach of regulatory negotiation and consensus. Any comments relative to this issue must be submitted to the agency contact in writing by 4:30 p.m. the last day of the comment period.

The agency intends to hold a public hearing on the proposed regulation after publication.

Statutory Authority: § 10.1-1308 of the Code of Virginia.

Public comments may be submitted until February 19, 2001.

Contact: Dr. Kathleen Sands, Department of Environmental Quality, P.O. Box 10009, Richmond, VA 23240, telephone (804) 698-4413 or FAX (804) 698-4510.

VA.R. Doc. No. R01-69; Filed December 21, 2000, 8:34 a.m.

STATE WATER CONTROL BOARD

Notice of Intended Regulatory Action

Notice is hereby given in accordance with § 9-6.14:7.1 of the Code of Virginia that the State Water Control Board intends to consider amending regulations entitled: **9 VAC 25-260-5 et seq. Water Quality Standards**. The intent of this rulemaking is to protect designated and beneficial uses of state waters by adopting regulations that are technically correct, necessary and reasonable. These standards will be used in setting Virginia Pollutant Discharge Elimination System Permit limits and for evaluating the waters of the Commonwealth for inclusion in the Clean Water Act § 305(b) report and on the § 303(d) list. Waters not meeting standards will require development of a Total Maximum Daily Load under the Clean Water Act at § 303(e).

This rulemaking is needed because the last triennial review was completed in December 1997 and new scientific information is available to update the water quality standards. Changes to the regulation are also needed to improve permitting and monitoring programs as well as meet EPA priorities for this triennium. In addition, the agency has to fulfill the legal mandates for a three-year review under § 62.1-44.15(3a) of the Code of Virginia and federal regulations 40 CFR Part 131.

Federal and state mandates in the Clean Water Act at § 303(c), 40 CFR Part 131 and the Code of Virginia in § 62.1-44.15(3a) require that water quality standards be adopted, modified or cancelled every three years.

The scope and objective of the Clean Water Act is to restore and maintain the chemical, physical, and biological integrity of the nation's waters. The Clean Water Act at § 303(c)(1) requires that the states hold public hearings for the purpose of reviewing applicable water quality standards and, as appropriate, modifying and adopting standards.

The scope of the federal regulations at 40 CFR Part 131 is to describe the requirements and procedures for developing, reviewing, revising and approving water quality standards by the states as authorized by § 303(c) of the Clean Water Act.

40 CFR Part 131 specifically requires the states to adopt criteria to protect designated uses.

The scope and purpose of the State Water Control Law is to protect and to restore the quality of state waters, to safeguard the clean waters from pollution, to prevent and to reduce pollution and to promote water conservation. Section 62.1-44.15 (3a) of the State Water Control Law requires the board to establish standards of quality and to modify, amend or cancel any such standards or policies. It also requires the board to hold public hearings from time to time for the purpose of reviewing the water quality standards, and, as appropriate, adopting, modifying or canceling such standards.

The correlation between the proposed regulatory action and the legal authority identified above is that the amendments being considered are modifications of criteria that will protect designated uses and criteria and designated uses are requirements of the Water Quality Standards.

The authority to adopt standards as provided by the provisions in the previously referenced citations is mandated, although the specific standards to be adopted or modified are discretionary to the Environmental Protection Agency and the state.

Need: The rulemaking is essential to the protection of health, safety or welfare of the citizens of the Commonwealth. Proper water quality standards protect water quality and living resources of Virginia's waters for consumption of fish and shellfish, recreational uses and conservation in general.

Potential issues that may need to be addressed are listed in the alternatives sections. It should be noted that all sections of the regulation are open for comment during this mandated triennial review and a revision, addition or deletion could potentially occur in any section of the regulation. However, major revisions under consideration have been listed in the substance and alternatives sections.

Substance: The existing regulation will be changed to address EPA's national priorities for the states which are described in EPA's Guidance to States, Tribes, and Regions on Priorities for the Water Quality Standards Program for FY 2000-2002, January 1999 (www.epa.gov/OST/standards/2000guid.html). Some of the issues in this EPA document are to complete acceptable antidegradation, mixing zone, narrative criteria and sediment criteria implementation procedures, special protection for endangered and threatened species, updated use designations and biological criteria.

Other issues under consideration for this rulemaking are those items disapproved by EPA under the 1997 triennial review and/or recommended for inclusion in this triennial review. These issues are outlined in a letter from EPA dated August 16, 2000, and include an updated antidegradation policy that applies to all activities and not just those activities under the jurisdiction of the board. Another issue is that the antidegradation policy must require the highest statutory and regulatory requirements to all new and existing point sources discharges for Tier 2 waters rather than all new and increased point sources. Other issues are updated human health and aquatic life criteria (December 10, 1998, Federal Register Vol. 63, No. 237 and April 22, 1999, Federal Register, Vol. 64,

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No. 77), identification and designation of exceptional state waters and improved protection of special waters by restricting mixing zones.

The department's staff has also provided many needs to be considered for amendments to the regulation. Some of the needs presented include updated definitions, surface water human health and aquatic life criteria, biological criteria, general criteria, groundwater criteria, groundwater standards, groundwater policies, surface water use designations, "Special Standards" and stream descriptions in the river basin section tables. Also needed are clarified language in the antidegradation section, disinfection policy, temperature criteria, shellfish criteria, variance procedures and water effect ratio procedures. DEQ is also considering new nutrient enriched waters designations, wetlands criteria and uses, whole effluent toxicity criteria, seasonal uses for trout streams, wet weather standards, a copper exemption for reservoirs, a site specific copper criterion for Hampton Roads Harbor and procedural requirements for sampling and monitoring. Other revisions for consideration are the mixing zone policy, halogen ban narrative criterion, saltwater/freshwater delineation and river basin numbering system. A complete reformat of the regulation is also an option being considered.

Alternatives: The following are alternatives for consideration but DEQ staff will work in conjunction with other state and federal agencies to find other alternatives. Alternatives provided by the public will also be considered.

The department has not accepted or rejected any alternatives as of yet. Some alternatives being considered by the agency now include, but are not limited to, the following:

- Whether definitions such as, but not limited to, "acute lethality," "mixing zone concepts," "passing and drifting organisms," "toxic substances," and "beneficial uses" should be included in the regulation,
- Whether the narrative biological criteria (General Criteria with Corresponding Use Designations) should be expanded or at least returned to the 1992 water quality standards general standard language to ensure that the intent is to maintain state waters at such quality to protect all existing beneficial uses and support the propagation and growth of all aquatic life and/or whether specific biological criteria are needed,
- Whether the antidegradation policy needs to add clarifications such as inserting the words "at least" in front of "the level of water quality" in Tier 1 language so that projects that would increase water quality would be allowed to remove the word "instream" in Tier 1 so that offstream uses are protected, to reconstruct the Tier 2 language so that high quality waters will not only be maintained when the board has the power to authorize a project or when a change has been socio-economically demonstrated, and to define Tiers 1, 2 and 3 better by placing the different permitting requirements in the regulation,
- Whether whole effluent toxicity criteria (narrative or numerical) should be added to the regulation and/or replace the narrative acute and chronic toxicity criteria,
- Whether mixing zones should be restricted or prohibited for bioaccumulative substances or substances with sediment loading concerns and/or whether mixing zones policy should be clarified in any way (for example, to address tidal mixing, to allow the board's staff to provide demonstrations for the waiver of the mixing zone requirements in 9 VAC 25-260-20 B 4 b, whether the general criteria and use designations can/cannot apply in mixing zones, whether the mixing zone policy should be expanded beyond the acute and chronic criteria),
- Whether the narrative general criteria should apply at all flows (i.e., even below 7Q10) and/or inside mixing zones,
- Whether wetlands should be specifically listed in the regulation or just referenced to an accepted source (National Wetlands Inventory) or procedure for delineation, how many different types of wetlands should be recognized and what alternative criteria should apply in wetlands (e.g., dissolved oxygen, pH, temperature and total suspended solids),
- Whether specific uses to be protected in wetlands should be listed and what these uses should be (for example: hydrologic functions and conditions, flood control, storage or filtration of sediment, nutrients and other pollutants, erosion protection, habitat for flora and fauna),
- Whether language should be added which clarifies that the temperature criteria apply outside mixing zones and/or whether it should be clarified that the rise above natural temperature and the maximum hourly temperature change criteria apply to streams, and/or whether the determination of "natural temperature" should continue to be that temperature due solely to natural conditions without the influence of point-sources,
- Whether EPA's new information for mercury, selenium and arsenic should be incorporated into the criteria and what other new or updated criteria are needed (e.g., atrazine, boron, cobalt, diazinon, diquat, iron, nitroglycerine, nitrophenols, nitrotoluenes, nonylphenol, solids, sulfate, petroleum products, and other criteria published in the December 10, 1998, Federal Register Vol. 63, No. 237 pages 68354-68364),
- Whether CAS numbers should be included in the "Table of Parameters" (9 VAC 25-260-140 B),
- Whether the duration, frequency and recurrence interval for the aquatic life criteria (currently listed as four year and one hour averages not to be exceeded more than once every three years on the average) should be changed,
- Whether the steady state design default flows for the dioxin criteria should be the harmonic mean flow or the mean annual flow and whether the words "average effluent limit" should be deleted from this criterion,

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- Whether groundwater criteria, standards and antidegradation policy should be updated, what values should these concentration levels be based on (MCL's, health advisories, etc.) and how existing groundwater remediation and monitoring programs would be affected,
- Whether groundwater criteria, standards and policies should be deleted from the water quality standards and adopted as a separate regulation,
- Whether reservoirs should be exempt from the copper criteria because of the need to use copper to control algae to protect the drinking water use,
- Whether the saltwater copper criterion should be modified to reflect a water effect ratio that has been developed in the Hampton Roads area,,
- Whether water effect ratio implementation procedures should be changed (e.g., is it reasonable to implement water effect ratios as permit case decisions) and their application to criteria should be clarified (e.g., currently it is not clear that the WER factor also applies to saltwater metals criteria),
- Whether variances to water quality standards should be reworded to match the "use removal" language in 9 VAC 25-260-10 G (e.g., variances granted where conditions limit the attainment of the designated use rather than the attainment of the water quality criteria),
- Whether tidal water sampling at slack tide is still appropriate for toxics and if the regulation should define how monitoring and analytical procedures for toxics should be conducted,
- Whether language in the disinfection policy should be clarified (e.g., if tidal cycle and "upstream of shellfish waters" should be revised or defined and/or if disinfection waiver procedures need to be clarified, and/or should the policy be moved to Part VII "Special Standards"),
- Whether seasonal uses for trout streams and naturally occurring temperature violations should be recognized and what different criteria should apply in the different seasons and/or whether the variance allowance for temperature violations in stockable trout waters in Part VI "Procedural Requirements" would be easier to apply if written as a footnote to 9 VAC 25-260-50 and whether DGIF's subclassifications are needed in this regulation and/or whether upstream trout waters should be classified at the same quality as the downstream trout waters,
- Whether the halogen ban has been an effective regulatory tool to protect endangered and threatened species and trout and whether it would be more effective to update the chlorine standard to protect these species or include a dechlorination requirement to these waters and if any other clarifications are needed in this section, particularly the variance implementation and review procedures,
- Whether all "Special Standards" should be updated (e.g., Chickahominy River Effluent Standards, Rappahannock River effluent standards (Salem Church Dam), pH standards in the Shenandoah Valley and James River Basin),
- Whether both the median fecal coliform criterion for shellfish waters and the "not more than 10%" fecal coliform criterion for shellfish waters should both apply to a data set,
- Whether a public hearing is needed when the board must deny a proposal that results in shellfish bed condemnation or if any clarifications or changes to the requirements in 9 VAC 25-260-270 are needed,
- Whether new waters should be added to the "nutrient enriched waters designation" and/or whether existing nutrient enriched waters designations should be clarified,
- Whether we should update use designations (e.g., public water supplies, trout streams, recreation, shellfish),
- Whether the regulation should be reformatted so that the reader can easily identify a stream segment and the uses and criteria that apply there,
- Whether the river basin numbering system and the saltwater/freshwater delineation should be revised to match the numbering system in the § 305(b) report,
- Whether the stream classifications (e.g., nontidal Class III or mountainous zone Class IV) are correct or if these classifications are needed,
- Whether wet weather conditions and/or standards should be addressed,
- Whether to include the outstanding EPA issues provided to the department in a letter dated August 16, 2000, from the Regional Administrator of EPA III. These issues include an updated antidegradation policy that applies to all activities and not just those activities under the jurisdiction of the board, an antidegradation policy that requires the highest statutory and regulatory requirements to all new and existing point sources discharges for Tier 2 waters rather than all new and increased point sources, updated human health and aquatic life criteria (December 10, 1998, Federal Register Vol. 63, No. 237 and April 22, 1999, Federal Register, Vol. 64, No. 77), an identification and designation of exceptional state waters and an improved protection of special waters by restricting mixing zones.

Public Participation: The board is seeking comments on the intended regulatory action, including ideas to assist in the development of a proposal and the costs and benefits of the alternatives stated in this notice or other alternatives. Anyone wishing to submit written comments for the public comment file may do so at the public meeting, by mail, or by email to emdaub@deq.state.va.us. Written comments must include the name and address of the commenter. In order to be considered comments must be received by the close of the comment period.

A public meeting will be held on March 1, 2001, at 2 p.m. in Richmond, Virginia. Notice of the meeting can be found in the Calendar of Events section of the Virginia Register of

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Regulations. Both oral and written comments may be submitted at that time.

Participatory Approach: The board seeks comment from the public on whether to use the participatory approach to assist the agency in the development of a proposal.

The agency intends to hold a public hearing on the proposed regulation after publication.

Statutory Authority: § 62.1-44.15 of the Code of Virginia.

Public comments may be submitted until March 30, 2001.

Contact: Elleanore Daub, Department of Environmental Quality, P.O. Box 10009, Richmond, VA 23240, telephone (804) 698-4111.

VA.R. Doc. No. R01-78; Filed January 5, 2001, 9:22 a.m.



TITLE 12. HEALTH

STATE BOARD OF HEALTH

Notice of Intended Regulatory Action

Notice is hereby given in accordance with § 9-6.14:7.1 of the Code of Virginia that the State Board of Health intends to consider promulgating regulations entitled: **12 VAC 5-31-10 et seq. Virginia Emergency Medical Services Regulations**. The purpose of the proposed action is to consolidate diverse provisions and place them in a logical order, remove outdated provisions, and reflect current technological standards. The agency intends to hold a public hearing on the proposed regulation after publication.

Statutory Authority: § 32.1-111.3 of the Code of Virginia.

Public comments may be submitted until February 16, 2001.

Contact: Dave Cullen, Regulatory and Compliance Manager, Department of Health, 1538 E. Parham Rd., Richmond, VA 23228, telephone (804) 371-3500 (Ext. 3512) or FAX (804) 371-3543.

VA.R. Doc. No. R01-71; Filed December 20, 2000, 12:39 p.m.

† Notice of Intended Regulatory Action

Notice is hereby given in accordance with § 9-6.14:7.1 of the Code of Virginia that the State Board of Health intends to consider amending regulations entitled: **12 VAC 5-90-10 et seq. Regulations for Disease Reporting and Control**. The purpose of the proposed action is to provide for notification of persons included in the Virginia Cancer Registry. The agency intends to hold a public hearing on the proposed regulation after publication.

Statutory Authority: § 32.1-71.02 of the Code of Virginia.

Public comments may be submitted until March 14, 2001.

Contact: Diane Woolard, Ph.D., M.P.H., Director of Disease Surveillance, Department of Health, Office of Epidemiology, P.O. Box 2448, Richmond, VA 23218, telephone (804) 786-6261 or (804) 371-1076.

VA.R. Doc. No. R01-95; Filed January 17, 2001, 12:01 p.m.

† Notice of Intended Regulatory Action

Notice is hereby given in accordance with § 9-6.14:7.1 of the Code of Virginia that the State Board of Health intends to consider promulgating regulations entitled: **12 VAC 5-120-10 et seq. Regulations for Testing Children for Elevated Blood-Lead Levels**. The purpose of the proposed action is to establish a protocol for testing all children at risk for having elevated blood-lead levels. The agency intends to hold a public hearing on the proposed regulation after publication.

Statutory Authority: § 32.1-46.1 of the Code of Virginia.

Public comments may be submitted until April 14, 2001.

Contact: Nancy Vanvoorhis, Department of Health, Office of Family Health Services, P.O. Box 2448, Richmond, VA 23218, telephone (804) 786-4568 or (804) 692-0184.

VA.R. Doc. No. R01-88; Filed January 12, 2001, 2:17 p.m.

Notice of Intended Regulatory Action

Notice is hereby given in accordance with § 9-6.14:7.1 of the Code of Virginia that the State Board of Health intends to consider promulgating regulations entitled: **12 VAC 5-407-10 et seq. Regulations for the Submission of Health Maintenance Organization Quality of Care Performance Information**. These regulations, required by Senate Bill 533 (2000 Acts of Assembly, c. 897) will help Virginia consumers make informed health insurance decisions by requiring the annual submission of HMO quality of care performance information. The agency intends to hold a public hearing on the proposed regulation after publication.

Statutory Authority: §§ 32.1-276.3, 32.1-276.4, 32.1-276.5 and 32.1-276.8 of the Code of Virginia.

Public comments may be submitted until February 16, 2001.

Contact: Margot Fritts, Senior Policy Analyst, Department of Health, P.O. Box 2448, Richmond, VA 23218, telephone (804) 892-0808 or FAX (804) 371-0116.

VA.R. Doc. No. R01-70; Filed December 20, 2000, 12:39 p.m.

Notice of Intended Regulatory Action

Notice is hereby given in accordance with § 9-6.14:7.1 of the Code of Virginia that the State Board of Health intends to consider amending regulations entitled: **12 VAC 5-408-10 et seq. Certificate of Quality Assurance of Managed Care Health Insurance Plan (MCHIP) Licensees**. The purpose of the proposed action is to amend the regulation where necessary, including, but not limited to (i) providing criteria to grant variances, (ii) clarifying the exemptions regarding preferred provider organizations (PPOs) to better address the unique aspects of this type of managed care health insurance

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plan, (iii) providing better distinction between the plan and the plan's licensees, and (iv) reviewing the Utilization Review and Management section to ensure appropriate application. The intended amendments will be designed to (i) respond to affected parties' concerns, (ii) resolve identified issues, and (iii) clarify the protections that assure the quality of care and services provided to MCHIP enrollees.

Statutory Authority: § 32.1-137.3 of the Code of Virginia.

Public comments may be submitted until March 1, 2001.

Contact: Rene Carbral-Daniels, Senior Policy Analyst, Department of Health, 3600 W. Broad St., Suite 216, Richmond, VA 23230, telephone (804) 367-2100 or (804) 367-2149.

VA.R. Doc. No. R01-77; Filed January 4, 2001, 3:36 p.m.

† Notice of Intended Regulatory Action

Notice is hereby given in accordance with § 9-6.14:7.1 of the Code of Virginia that the State Board of Health intends to consider promulgating regulations entitled: **12 VAC 5-475-10 et seq. Regulations Implementing the Virginia Organ and Tissue Donor Registry.** The purpose of the proposed action is to implement a new registry to contain information about Virginians who have indicated a willingness to donate their organs, eyes and tissues. The agency intends to hold a public hearing on the proposed regulation after publication.

Statutory Authority: § 32.1-292.2 of the Code of Virginia.

Public comments may be submitted until March 14, 2001.

Contact: Eileen Guertler, Director, Virginia Transplant Council, Department of Health, P.O. Box 2448, Richmond, VA 23218, telephone (804) 786-5589 or (804) 786-0892.

VA.R. Doc. No. R01-93; Filed January 17, 2000, 12:01 p.m.

† Notice of Intended Regulatory Action

Notice is hereby given in accordance with § 9-6.14:7.1 of the Code of Virginia that the State Board of Health intends to consider promulgating regulations entitled: **12 VAC 5-507-10 et seq. Guidelines for General Assembly Nursing Scholarships and Loan Repayment Program Requiring Service in a Long-Term Care Facility and amending 12 VAC 5-510-10 et seq. Guidelines for General Assembly Nursing Scholarships.** The purpose of the proposed action is to implement the scholarship and loan repayment program for registered nurses, licensed practical nurses, and certified nurse aides who agree to work in a Commonwealth long-term care facility for a given period of time. The agency intends to hold a public hearing on the proposed regulations after publication.

Statutory Authority: §§ 32.1-122.6:01, 54.1-3011.1 and 54.1-3011.2 of the Code of Virginia.

Public comments may be submitted until March 14, 2001.

Contact: Norma Marrin, Department of Health, P.O. Box 2448, Richmond, VA 23218, telephone (804) 786-4891 or (804) 371-0116.

VA.R. Doc. No. R01-97; Filed January 19, 2001, 10:06 a.m.

† Notice of Intended Regulatory Action

Notice is hereby given in accordance with § 9-6.14:7.1 of the Code of Virginia that the State Board of Health intends to consider promulgating regulations entitled: **12 VAC 5-508-10 et seq. Regulations Governing the Virginia Physician Loan Repayment Program.** The purpose of the proposed action is to administer a new loan repayment program for physicians in accordance with an emergency provision of the 2000 Acts of Assembly. The agency intends to hold a public hearing on the proposed regulation after publication.

Statutory Authority: § 32.1-122.6:01 of the Code of Virginia.

Public comments may be submitted until March 14, 2001.

Contact: Norma Marrin, Department of Health, P.O. Box 2448, Richmond, VA 23218, telephone (804) 786-4891 or (804) 371-0116.

VA.R. Doc. No. R01-106; Filed January 23, 2001, 3:13 p.m.

† Notice of Intended Regulatory Action

Notice is hereby given in accordance with § 9-6.14:7.1 of the Code of Virginia that the State Board of Health intends to consider promulgating regulations entitled: **12 VAC 5-520-10 et seq. Regulations Governing the State Dental Scholarship Program.** The purpose of the proposed action is to take regulatory action pursuant to HB 1075 and SB 576 of the 2000 Acts of Assembly to provide dental health services where they are needed by amending these regulations to include a loan repayment program. The agency intends to hold a public hearing on the proposed regulation after publication.

Statutory Authority: § 32.1-122.9 of the Code of Virginia.

Public comments may be submitted until March 14, 2001.

Contact: Karen Day, DMD, Director, Division of Dental Health Services, Department of Health, P.O. Box 2448, Richmond, VA 23218, telephone (804) 786-3556 or (804) 692-0184.

VA.R. Doc. No. R01-87; Filed January 12, 2001, 2:17 p.m.

STATE MENTAL HEALTH, MENTAL RETARDATION AND SUBSTANCE ABUSE SERVICES BOARD

† Notice of Intended Regulatory Action

Notice is hereby given in accordance with § 9-6.14:7.1 of the Code of Virginia that the State Mental Health, Mental Retardation and Substance Abuse Services Board intends to consider repealing regulations entitled:

12 VAC 35-20-10 et seq. Mandatory Standards for the Certification of First Offender Drug Abuse Diversion and Education Programs.

Notices of Intended Regulatory Action

12 VAC 35-140-10 et seq. Mandatory Standards for Community Mental Health Programs.

12 VAC 35-150-10 et seq. Mandatory Standards for Community Mental Retardation Programs.

12 VAC 35-160-10 et seq. Mandatory Standards for Community Substance Abuse Programs.

The purpose of the proposed action is to repeal regulations that are outdated and that duplicate the function and intent of the existing licensing regulations contained in 12 VAC 35-102-10 et seq. The agency does not intend to hold a public hearing on the proposed repeal after publication.

Statutory Authority: §§ 37.1-10, 37.1-179.1, 37.1-181, and 37.1-182 of the Code of Virginia.

Public comments may be submitted until March 14, 2001.

Contact: Wendy V. Brown, Policy Analyst, Department of Mental Health, Mental Retardation and Substance Abuse Services, Jefferson Bldg., 1220 Bank St., 12th Floor, Richmond, VA 23219, telephone (804) 225-2252 or FAX (804) 371-0092.

VA.R. Doc. Nos. R01-98; R01-99, R01-100, R01-101; Filed January 18, 2001, 8:59 a.m.

† Notice of Intended Regulatory Action

Notice is hereby given in accordance with § 9-6.14:7.1 of the Code of Virginia that the State Mental Health, Mental Retardation and Substance Abuse Services Board intends to consider repealing regulations entitled: **12 VAC 35-102-10 et seq. Rules and Regulations for the Licensure of Facilities and Providers of Mental Health, Mental Retardation and Substance Abuse Services.** The purpose of the proposed action is to repeal the regulation concurrently with the promulgation of a new regulation (12 VAC 35-105-10 et seq.) to provide standards for licensing facilities and providers of mental health, mental retardation and substance abuse services. The agency intends to hold a public hearing on the proposed repeal after publication.

Statutory Authority: §§ 37.1-179.1 and 37.1-182 of the Code of Virginia.

Public comments may be submitted until March 14, 2001.

Contact: William J. Lessard, Jr., Regional Manager, Office of Licensing, Department of Mental Health, Mental Retardation and Substance Abuse Services, P.O. Box 1797, Richmond, VA 23218-1797, telephone (804) 786-3475 or FAX (804) 692-0066.

VA.R. Doc. No. R01-104; Filed January 22, 2001, 2:11 p.m.

† Notice of Intended Regulatory Action

Notice is hereby given in accordance with § 9-6.14:7.1 of the Code of Virginia that the State Mental Health, Mental Retardation and Substance Abuse Services Board intends to consider promulgating regulations entitled: **12 VAC 35-105-10 et seq. Rules and Regulations for the Licensure of Facilities and Providers of Mental Health, Mental**

Retardation and Substance Abuse Services. The purpose of the proposed action is to promulgate a new, updated regulation to replace the current regulations for licensing facilities and providers of mental health, mental retardation and substance abuse services. The agency intends to hold a public hearing on the proposed regulation after publication.

Statutory Authority: §§ 37.1-179.1 and 37.1-182 of the Code of Virginia.

Public comments may be submitted until March 14, 2001.

Contact: William J. Lessard, Jr., Regional Manager, Office of Licensing, Department of Mental Health, Mental Retardation and Substance Abuse Services, P.O. Box 1797, Richmond, VA 23218-1797, telephone (804) 786-3475 or FAX (804) 692-0066.

VA.R. Doc. No. R01-103; Filed January 22, 2001, 2:11 p.m.

† Notice of Intended Regulatory Action

Notice is hereby given in accordance with § 9-6.14:7.1 of the Code of Virginia that the State Mental Health, Mental Retardation and Substance Abuse Services Board intends to consider amending regulations entitled: **12 VAC 35-200-10 et seq. Regulations for Respite and Emergency Care Admission to Mental Retardation Facilities.** The purpose of the proposed action is to amend the regulation to change certain definitions to conform to regulatory context or statutory language. Procedural guidance will be updated and clarified. The agency does not intend to hold a public hearing on the proposed regulation after publication.

Statutory Authority: §§ 37.1-10 and 37.1-65.2 of the Code of Virginia.

Public comments may be submitted until March 14, 2001.

Contact: Wendy V. Brown, Policy Analyst, Department of Mental Health, Mental Retardation and Substance Abuse Services, Jefferson Bldg., 1220 Bank St., 12th Floor, Richmond, VA 23219, telephone (804) 225-2252 or FAX (804) 371-0092.

VA.R. Doc. No. R01-102; Filed January 18, 2001, 8:58 a.m.

TITLE 18. PROFESSIONAL AND OCCUPATIONAL LICENSING

BOARD OF MEDICINE

Notice of Intended Regulatory Action

Notice is hereby given in accordance with § 9-6.14:7.1 of the Code of Virginia that the Board of Medicine intends to consider amending regulations entitled: **18 VAC 85-50-56, 18 VAC 85-50-115 and 18 VAC 85-50-170. Regulations Governing the Practice of Physician Assistants.** The purpose of the proposed action is to (i) streamline the renewal process, reduce paperwork, and make the process of

Notices of Intended Regulatory Action

oversight of Continuing Education and renewal consistent with other regulated professions; (ii) clarify that the regulation addresses routine duties of the physician assistant; and (iii) move the section concerning fees to the beginning of the regulation for consistency with regulations of other professions. The agency intends to hold a public hearing on the proposed regulation after publication.

Statutory Authority: §§ 54.1-2400 and 54.1-2951.1 of the Code of Virginia.

Public comments may be submitted until February 14, 2001.

Contact: William L. Harp, M.D., Executive Director, Board of Medicine, 6606 W. Broad St., 4th Floor, Richmond, VA 23230-1717, telephone (804) 662-9908 or FAX (804) 662-9943.

VA.R. Doc. No. R01-63; Filed December 14, 2000, 12:33 p.m.

BOARDS OF NURSING AND MEDICINE

Notice of Intended Regulatory Action

Notice is hereby given in accordance with § 9-6.14:7.1 of the Code of Virginia that the Boards of Nursing and Medicine intend to consider amending regulations entitled: **18 VAC 90-40-10 et seq. Regulations for Prescriptive Authority for Nurse Practitioners.** The purpose of the proposed action is to provide less burdensome requirements for site visits and chart reviews by supervising physicians, to make changes related to expanded prescriptive authority, and to clarify requirements or terminology that are not easily understood. The agency intends to hold a public hearing on the proposed regulation after publication.

Statutory Authority: §§ 54.1-2400 and 54.1-2957.01 of the Code of Virginia.

Public comments may be submitted until March 1, 2001.

Contact: Nancy K. Durrett, R.N., Executive Director, Board of Nursing, 6606 W. Broad St., 4th Floor, Richmond, VA 23230-1717, telephone (804) 662-9909 or FAX (804) 662-9943.

VA.R. Doc. No. R01-83; Filed January 10, 2001, 11:39 a.m.

BOARD OF PHARMACY

Notice of Intended Regulatory Action

Notice is hereby given in accordance with § 9-6.14:7.1 of the Code of Virginia that the Board of Pharmacy intends to consider amending regulations entitled: **18 VAC 110-20-10 et seq. Regulations Governing the Practice of Pharmacy.** The purpose of the proposed action is to consider amendments in compliance with requirements of Chapter 876 of the 2000 Acts of the Assembly for the establishment of innovative (pilot) projects in pharmacy. Regulations would establish applicable fees for approval of such projects and would replace emergency regulations currently in effect. The

agency intends to hold a public hearing on the proposed regulation after publication.

Statutory Authority: §§ 54.1-2400 and 54.1-3307 of the Code of Virginia.

Public comments may be submitted until March 1, 2001.

Contact: Elizabeth Scott Russell, Executive Director, Board of Pharmacy, 6606 W. Broad St., 4th Floor, Richmond, VA 23230-1717, telephone (804) 662-9911 or (804) 662-9943.

VA.R. Doc. No. R01-82; Filed January 10, 2001, 11:39 a.m.

BOARD OF PSYCHOLOGY

Notice of Intended Regulatory Action

Notice is hereby given in accordance with § 9-6.14:7.1 of the Code of Virginia that the Board of Psychology intends to consider amending regulations entitled: **18 VAC 125-30-10 et seq. Regulations Governing the Certification of Sex Offender Treatment Providers.** The purpose of the proposed action is to redistribute the hours required in the five sex offender treatment training areas to put greater emphasis on the more essential areas; change generic fees to conform with the fees of other boards in the agency; and make other minor changes for clarification. The agency intends to hold a public hearing on the proposed regulation after publication.

Statutory Authority: §§ 54.1-2400 and 54.1-3605 of the Code of Virginia.

Public comments may be submitted until February 14, 2001.

Contact: Evelyn Brown, Executive Director, Board of Psychology, 6606 W. Broad St., 4th Floor, Richmond, VA 23230-1717, telephone (804) 662-9967 or FAX (804) 662-7250.

VA.R. Doc. No. R01-73; Filed December 27, 2000, 10:07 a.m.



TITLE 22. SOCIAL SERVICES

DEPARTMENT FOR THE DEAF AND HARD-OF-HEARING

Notice of Intended Regulatory Action

Notice is hereby given in accordance with § 9-6.14:7.1 of the Code of Virginia that the Department for the Deaf and Hard-of-Hearing intends to consider amending regulations entitled: **22 VAC 20-20-10 et seq. Regulations Governing Eligibility Standards and Application Procedures of the Distribution of Technological Assistive Devices.** The purpose of the proposed action is to add a requirement for program participants to provide proof of income and proof of residency. In addition, definitions and language will be updated for accuracy and clarity. The agency intends to hold a public hearing on the proposed regulation after publication.

Notices of Intended Regulatory Action

Statutory Authority: § 63.1-85.4 of the Code of Virginia.

Public comments may be submitted until March 2, 2001.

Contact: Leslie G. Hutcheson, Regulatory Coordinator,
Department for the Deaf and Hard-of-Hearing, 1602 Rolling
Hills Dr., Suite 203, Richmond, VA 23229-5012, telephone
(804) 662-9703 or FAX (804) 662-9718.

VA.R. Doc. No. R01-68; Filed December 15, 2000, 12:19 p.m.



PUBLIC COMMENT PERIODS - PROPOSED REGULATIONS



PUBLIC COMMENT PERIODS REGARDING STATE AGENCY REGULATIONS

This section gives notice of public comment periods and public hearings to be held on proposed regulations. The notice will be published once at the same time the proposed regulation is published in the Proposed Regulations section of the *Virginia Register*. The notice will continue to be carried in the Calendar of Events section of the *Virginia Register* until the public comment period and public hearing date have passed.

Notice is given in compliance with § 9-6.14:7.1 of the Code of Virginia that the following public hearings and public comment periods regarding proposed state agency regulations are set to afford the public an opportunity to express their views.

TITLE 2. AGRICULTURE

STATE MILK COMMISSION

February 28, 2001 - 10 a.m. -- Public Hearing
Department of Forestry, 900 Natural Resources Drive, Room 3301, Charlottesville, Virginia.

February 26, 2001 - Public comments may be submitted until this date.

Notice is hereby given in accordance with § 9-6.14:7.1 of the Code of Virginia that the State Milk Commission intends to amend regulations entitled: **2 VAC 15-20-10 et seq. Regulation for the Control and Supervision of the Virginia Milk Industry.** The purpose of the proposed amendment is to amend the date of final producer payment.

Statutory Authority: § 3.1-430 of the Code of Virginia.

Contact: Edward C. Wilson, Jr., Deputy Administrator, State Milk Commission, 200 N. 9th St., Suite 915, Richmond, VA 23219, telephone (804) 786-2013, FAX (804) 786-3779, (804) 786-2013/TTY ☎, e-mail ewilson@smc.state.va.us.

February 28, 2001 - 10 a.m. -- Public Hearing
Department of Forestry, 900 Natural Resources Drive, Room 3301, Charlottesville, Virginia.

February 26, 2001 - Public comments may be submitted until this date.

Notice is hereby given in accordance with § 9-6.14:7.1 of the Code of Virginia that the State Milk Commission intends to amend regulations entitled: **2 VAC 15-20-10 et seq. Regulation for the Control and Supervision of the Virginia Milk Industry.** The purpose of the proposed amendment is to expand the annual three-month producer base establishment period to a four-month period by adding the month of December to September, October and November. The amendment also alters the dates associated with the addition of new producers.

Statutory Authority: § 3.1-430 of the Code of Virginia.

Contact: Edward C. Wilson, Jr., Deputy Administrator, State Milk Commission, 200 N. 9th St., Suite 915, Richmond, VA 23219, telephone (804) 786-2013, FAX (804) 786-3779, (804) 786-2013/TTY ☎, e-mail ewilson@smc.state.va.us.



TITLE 9. ENVIRONMENT

STATE AIR POLLUTION CONTROL BOARD

May 3, 2001 - 10 a.m. -- Public Hearing
Main Street Centre, 600 East Main Street, Lower Level, Conference Room, Richmond, Virginia.

June 12, 2001 - Public comments may be submitted until this date.

Notice is hereby given in accordance with § 9-6.14:7.1 of the Code of Virginia that State Air Pollution Control Board intends to amend regulations entitled: **9 VAC 5-40-10 et seq. Existing Stationary Sources (Rev. A99).** Article 4 provides a legal mechanism whereby the board is required to make source specific Reasonable Available Control Technology (RACT) determinations for all currently known major sources subject to source specific No_x RACT requirements under the federal Clean Air Act. Amendments are being proposed to delete the provisions that address seasonal applicability, certain exemptions and the emission allocation system.

Article 8 establishes emission limits along with compliance testing, monitoring, recordkeeping and reporting requirements for fuel burning equipment. Amendments are being proposed to establish an emissions rate limit for nitrogen oxides for electric generating units and nonelectric generating units and create a compliance averaging plan to provide flexibility for the sources subject to the regulation.

Statutory Authority: § 10.1-1308 of the Code of Virginia.

Public comments may be submitted until June 12, 2001, to Director, Office of Air Regulatory Development, Department of Environmental Quality, P.O. Box 10009, Richmond, VA 23240.

Public Comment Periods - Proposed Regulations

Contact: Mary E. Major, Environmental Program Manager,
Office of Air Regulatory Development, Department of
Environmental Quality, P.O. Box 10009, Richmond, VA
23240, telephone (804) 698-4423, FAX (804) 698-4510, toll-
free 1-800-592-5482 or (804) 698-4021/TTY ☎

STATE WATER CONTROL BOARD

March 7, 2001 - 1 p.m. -- Public Hearing
Chase City Municipal Building, 319 North Main Street, Council
Chambers, Chase City, Virginia.

April 13, 2001 - Public comments may be submitted until this
date.

Notice is hereby given in accordance with § 9-6.14:7.1 of
the Code of Virginia that the State Water Control Board
intends to amend regulations entitled: **9 VAC 25-430-10
et seq. Roanoke River Basin Water Quality
Management Plan.** The proposed amendments
increase the BOD₅ allocations in the plan for the Chase
City Municipal Sewage Treatment Plant.

Statutory Authority: § 62.1-44.15 of the Code of Virginia.

Contact: Kyle Winter, Department of Environmental Quality,
4949-A Cox Rd., Glen Allen, VA 23060, telephone (804) 527-
5048, FAX (804) 527-5106 or (804) 698-4021/TTY ☎



PROPOSED REGULATIONS

For information concerning Proposed Regulations, see Information Page.

Symbol Key

Roman type indicates existing text of regulations. *Italic type* indicates proposed new text.
Language which has been stricken indicates proposed text for deletion.

TITLE 2. AGRICULTURE

STATE MILK COMMISSION

REGISTRAR'S NOTICE: The Milk Commission is exempt from the Administrative Process Act in accordance with § 9-6.14:4.1 A 7 of the Code of Virginia, which exempts the Milk Commission in promulgating regulations regarding (i) producers' license and base; (ii) classification and allocation of milk, computation sales and shrinkage; and (iii) class prices for producers' milk, time and method of payment, butterfat testing and differential.

Title of Regulation: **2 VAC 15-20-10 et seq. Regulations for the Control and Supervision of Virginia's Milk Industry (amending 2 VAC 15-20-40).**

Statutory Authority: § 3.1-430 of the Code of Virginia.

Public Hearing Date: February 28, 2001 - 10 a.m.

Public comments may be submitted until February 26, 2001.

(See Calendar of Events section for additional information)

Agency Contact: Edward C. Wilson, Jr., Deputy Administrator, State Milk Commission, 202 N. Ninth Street, Suite 915, Richmond, VA 23219, telephone (804) 786-2013/TTY, FAX (804) 786-3779, or e-mail ewilson@smc.state.va.us.

Summary:

The proposed amendment expands the annual three-month producer base establishment period to a four-month period by adding the month of December to September, October and November. The amendments also alter the dates associated with the addition of new producers.

2 VAC 15-20-40. Producers' license and base; establishment.

This section shall apply to all established marketing areas and the combination of all markets shall be considered as a single unit for the purpose of this section.

A. 1. Total milk commission base pounds shall be established in relation to the total average monthly pounds of Class I sales. Effective March 1 of each year the total base pounds established shall not exceed 108% of the average monthly pounds of Class I sales for the preceding calendar year, excluding the months of June, July, and August.

2. The total milk commission base pounds established for the months of June, July and August shall be determined by multiplying the pounds of total base computed pursuant to subdivision 1 above by a percentage; that

percentage shall be determined by dividing the average monthly Class I sales for the months of June, July and August of the previous year by the average monthly pounds of Class I sales for the previous calendar year, excluding the months of June, July and August.

3. The total pounds of established base shall be issued equitably to producers licensed by the commission.

4. Only one license and base shall be issued to the owner or owners of each producing unit.

5. Base shall not be issued to any producer operating as a producer-distributor. Producer-distributors that have been in continuous operation for 10 or more consecutive years who discontinue distributing milk and continue as producers shall have a base established and issued to them by the commission on an equitable basis with all other producers.

B. 1. New producers shall be licensed and have bases established in accordance with the provisions of this chapter provided there is a need for additional milk for Class I sales. On or before ~~January 15~~ *February 1* of each year, the commission shall give written notice to all cooperative associations with baseholding producers of the need for additional base.

2. Applications for producers' license and base shall be filed with the commission each year between ~~January~~ *February* 1 and February 4 15 on forms provided by the commission. Applications will not be accepted prior to ~~January~~ *February* 1 or subsequent to February 4 15 of each year. Bases shall be offered to applicants in the order of lots drawn by the commission at the first meeting held subsequent to February 1 of each year. After the establishment and issuance of new bases is completed, all remaining applications and all unused lots shall be destroyed.

3. Applicants who agree to accept a base shall be licensed and entered into a one month base-establishing period by the commission, after an investigation and hearing before the commission indicates that the applicant will provide a new source of Grade "A" milk for commission markets.

4. A new producer shall have a base issued at the conclusion of the base-establishing period to be effective on the first day of said base-establishing period. Such base shall be the lesser of the following:

- a. Deliveries during the base-establishing period, or
- b. The pounds of base specified in accordance with subdivision C 2 d of this section.

5. Bases issued in accordance with the provisions of this subsection shall not be transferable or consignable during the first 36 months after being issued, except in

the event of total physical or mental disability or death of the baseholder.

6. Producers who are members of a cooperative association may consign their total base pounds to their cooperative association provided they have been licensed baseholders for three consecutive years immediately prior to the effective date of the consignment. Producers desiring to consign their base pounds to their cooperative association shall notify the commission in writing not less than 15 days nor more than 60 days prior to the effective date of such consignment.

7. Cooperative associations that have been designated as the consignee of the member's base shall notify the commission in writing of the name(s) of one or more of its members to whom a consigned base shall be reissued within 30 days subsequent to the cessation of production by the consignor.

8. Cooperative associations may, subject to the commission's written approval, relinquish their total consignment of all members' base or the total base consignment of individual members.

C. 1. The total pounds of base issued to producers shall be adjusted (including base loss adjustments) effective March 1 of each year. Bases issued to existing producers shall be adjusted with reference to the average deliveries of merchantable milk which meets the requirements of health authorities having jurisdiction during the base-adjusting period, which shall consist of the months of September, October, ~~and~~ November *and* December of the preceding year. Said deliveries shall only include milk from a producer's own licensed production unit.

2. Bases issued to producers shall be adjusted as follows:

a. If the average monthly delivery of a producer during the base-adjusting period is less than his base existing on the last day of the base-adjusting period, his new base shall be his average monthly deliveries during the base-adjusting period.

b. If the average monthly deliveries of a producer during the current base-adjusting period is in excess of his base existing on the last day of the base-adjusting period, such producer shall be eligible for additional base as follows:

(1) Any base loss sustained by a producer during the preceding base-adjusting period shall be restored to that producer to the extent that his average monthly deliveries during the current base-adjusting period exceeds his base existing on the last day of the base-adjusting period, however, in no event is the base restored to exceed the base loss.

(2) A producer (including those who recovered base loss) shall be eligible for additional base in proportion to his average deliveries during the base-adjusting period in excess of his base existing on the last day of the base-adjusting period, plus any loss recovered under subdivision (1) above. Average

deliveries in excess of 125% of the producer's base existing on the last day of the base-adjusting period, plus any base loss recovered under subdivision (1) above shall not be used in determining such producer's eligibility for additional base.

c. Whenever all bases are reduced by commission action, no base shall be issued to new producers until the total base reduction sustained by currently licensed baseholding producers has been restored.

d. The following method shall be used to allocate base increases:

(1) Fifty percent rounded to the nearest unit of 30,000 pounds to be allocated to new producers. The resulting amount shall be offered in units not to exceed 30,000 pounds per producer to new producers in accordance with the provisions of subdivision B of this section. In the event that new producers do not absorb the entire amount offered under this provision the remainder thereof shall be allocated to producers under subdivision (2) following.

(2) The remainder of the base increase shall be allocated to existing baseholding producers in accordance with the provisions of subdivision 2 b (2) of this subsection.

D. 1. Base shall be assigned to licensed general distributors and reassigned when necessary from one distributor to another to equitably apportion base among distributors according to each distributor's Class I sales and in accordance with the number of days in each calendar month.

a. For purposes of assignment of base to distributors the bases of all members of a cooperative association shall be aggregated and such base assigned in such increments as necessary when application from the cooperative association concerned to do so is approved by the commission.

b. Base of individual producers who are not members of cooperative associations, or base of members of cooperative associations, when subdivision D 1 a above is not followed, shall be assigned in its entirety.

2. Base assigned to a distributor shall be reassigned to another distributor only upon written notification to all persons concerned that such reassignment has been directed by the commission.

3. Distributors shall not accept producer milk until the base which it represents is assigned to them by the commission and they are so notified in writing.

4. The producers with bases assigned to licensed distributors who are fully regulated by a Federal Milk Marketing Order shall be paid a price not less than the applicable uniform price of the Federal Milk Marketing Order under which the distributor is fully regulated provided, however, that if the appropriate market Class I price established by the commission exceeds the Class I price of the applicable Federal Milk Marketing Order then

Proposed Regulations

the assigned baseholding producers, or their agents, shall be paid an additional amount equal to the Class I differential existing between the appropriate Federal Milk Marketing Order Class I price and the appropriate State Milk Commission market Class I price, multiplied by the hundredweight of Class I sales allocated in accordance with the provisions of 2 VAC 15-20-80.

5. For base assignment purposes only the following methods shall be used to adjust the base assignments in accordance with the number of days in each calendar month:

a. The total base pounds assigned to all licensed general distributors during each month of the nine month period (September through May) shall be an amount determined by multiplying the number of days in the calendar month by a number calculated in accordance with the following procedure:

Multiply by nine the total pounds of monthly base established for the nine month period (September through May) and divide the product by the total number of days in the nine month period (September through May).

b. The total base pounds assigned to all licensed general distributors during each month of the three month period (June, July and August) shall be an amount determined by multiplying the number of days in the calendar month by a number calculated in accordance with the following procedure:

Multiply by three the total pounds of monthly base established for the three month period (June, July and August) and divide the product by the total number of days in the three month period (June, July and August).

E. Transfers of base issued to licensed producers.

1. The total unconsigned base of a producer may, upon written request to the office of and approval by the commission, be transferred to existing unconsigned baseholding producers or to prospective producers if such persons have met the requirements of the health authorities having jurisdiction provided:

a. That the entire base of the transferring producer or his entire part thereof, is transferred at the same time,

b. That the producer license of the transferring producer shall be cancelled,

c. That any producer who transfers his entire base from a producing unit to other baseholding producers or prospective baseholding producers shall be ineligible during the next twelve months to hold a Milk Commission license or base on the producing unit from which the base was transferred,

d. That the written request shall include the exact pounds to be transferred to each existing baseholder or each prospective producer with the total pounds to be transferred being equal to the total existing base of the transferring producer, and

e. For all months except February, total base transfer requests received from the first through the 15th day of a month shall become effective on the 16th day of that month. Total base transfer requests received from the 16th day of a month through the last day of that month shall become effective on the first day of the following month. Total base transfer requests received from the first through the last day of February shall become effective on the first day of March.

2. Any portion less than a producer's total unconsigned base may upon written request to the office of and approval by the commission be transferred to existing unconsigned baseholding producers or to prospective baseholding producers if such persons have met the requirements of the health authorities having jurisdiction, provided:

a. That no partial base transfers shall be permitted during the base-adjusting period,

b. For all months except February and the base-adjusting period, partial base transfer requests received from the first through the 15th day of a month shall become effective on the 16th day of the month. All partial base transfer requests received from the 16th day of a month through the last day of that month shall become effective on the first day of the following month. Partial base transfer requests received from the first through the last day of February shall become effective on the first day of March, and

c. That any producer who reduces his base by a partial base transfer shall be ineligible at anytime during the next 12 months to increase his base by a base transfer.

3. A producer holding a base or a part thereof may, subject to the approval of the commission, retain same when he moves his entire herd or his entire part thereof, from one farm to another.

4. For base adjustment purposes all base transfers occurring between September 1 and March 1, the transferee shall be credited with the lesser of:

a. An amount of monthly production equal to the number of pounds of base transferred, or,

b. The prorata share of the average monthly production during the base-adjusting period of the transferor.

5. For all base transfers subject to a March 1 base reduction resulting from deficient production of the transferor during the base-adjusting period, the transferor shall notify all transferees of the pounds of their base transfer subject to the reduction when a base transfer approval is requested.

6. All Milk Commission base is subject to the following restrictions:

a. Only Grade "A" producers may own or transfer commission base.

b. Only Grade "A" producers with unconsigned base, or prospective Grade "A" producers, may acquire base by transfer.

c. All base transfers and acquisitions are subject to the commission's approval which may require the producer or division manager of the producer's cooperative association to submit an affidavit providing information pertinent to the transfer or acquisition.

7. Cooperative associations that have been designated as the consignee of a member's base may transfer any part of a member's consigned base to another member or members of the association from December 1 through August 16 of each year. Total base transfers of consigned base shall be made in accordance with subdivision B 7 of this chapter.

F. Cancellation of base issued to licensed producers:

1. The commission may suspend or revoke a base or license, or both, held by a producer upon due notice to the producer and after a hearing, when the commission is convinced from the evidence that such baseholding producer has knowingly violated any of the provisions of this chapter.

2. The license and base of a producer shall be cancelled if he fails for a period of 30 or more consecutive days to make delivery of milk that meets the requirements of the health authorities having jurisdiction and does not during that period provide the commission, in writing, a reasonable explanation for such failure and indicate a present ability and willingness to continue to deliver such milk.

3. During any delivery period if a cooperative association that has aggregated its members' bases in accordance with subdivision D 1 a of this chapter, fails for a period of 30 or more consecutive days to make delivery of milk that meets the requirements of the health authorities having jurisdiction and does not during that period notify the commission of its reasons for such failure, the total aggregate base of that association shall be reduced by the amount of base assigned to the distributor to which the association failed to make delivery and the base of each baseholding member of that association shall be reduced by his prorata share of the total reduction.

4. The license and base of a producer shall be cancelled prior to granting him a distributor's license.

G. Commission Order No. Twelve. No licensed general distributor shall be required to accept an assignment of base for class I sales of VHT products sold in commission markets.

VA.R. Doc. No. R01-85; Filed January 11, 2001, 11:23 a.m.

Title of Regulation: 2 VAC 15-20-10 et seq. Regulations for the Control and Supervision of Virginia's Milk Industry (amending 2 VAC 15-20-81).

Statutory Authority: § 3.1-430 of the Code of Virginia.

Public Hearing Date: February 28, 2001 - 10 a.m.

Public comments may be submitted until February 26, 2001.

(See Calendar of Events section for additional information)

Agency Contact: Edward C. Wilson, Jr., Deputy Administrator, State Milk Commission, 202 N. Ninth Street, Suite 915, Richmond, VA 23219, telephone (804) 786-2013/TTY, FAX (804) 786-3779, or e-mail ewilson@smc.state.va.us.

Summary:

The proposed amendment changes the final payment date made to producers or cooperative associations of producers by processing general distributors for deliveries received during a delivery period, usually a month. The change in the payment date will resolve inequities in payment dates made by state regulated processing plants and licensed fully regulated processing plants. Each federal milk marketing order has different requirements for this final payment date ranging from the 15th of each month to the 17th of each month. To resolve this, the language of the regulation will be amended to require state regulated processing plants to make the final payment on the 16th of the month and fully federally regulated plants to make the final payment in accordance with the milk marketing order under which they are regulated. This amendment will resolve inequities in the payment dates required of licensed processors.

2 VAC 15-20-81. Class prices for producer's milk, time and method of payment, and butterfat testing.

A. CWT Class prices.

1. Class I

	July through February	March through June
Eastern Virginia Market	\$8.46/cwt.	\$8.26/cwt.
Southwest Virginia Market	\$7.96/cwt.	\$7.76/cwt.
Western Virginia Market	\$8.16/cwt.	\$7.96/cwt.

The above established Class I prices shall be adjusted automatically in accordance with the following procedure, provided:

- (1) a. The Eastern Market Class I price shall not exceed the average prevailing Class I price of Metropolitan Washington, D.C., and Raleigh, North Carolina, by more than \$0.80 per hundredweight nor

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be less than \$0.30 per hundredweight above the average prevailing Class I price of Metropolitan Washington, D.C., and Raleigh, North Carolina;

b. The Southwest Market Class I price shall not exceed the average prevailing Class I price of Bristol, Virginia, and Charleston, West Virginia, by more than \$0.60 per hundredweight nor be less than \$0.30 per hundredweight above the average prevailing Class I price of Bristol, Virginia, and Charleston, West Virginia; and

c. The Western Market Class I price shall not exceed the average prevailing Class I price of Metropolitan Washington, D.C., and Winston Salem, North Carolina, by more than \$0.60 per hundredweight nor be less than \$0.30 per hundredweight above the average prevailing Class I price of Metropolitan Washington, D.C., and Winston Salem, North Carolina.

(2) Class I prices shall be increased by an amount determined by multiplying the number of two-point brackets that the average bi-monthly composite index exceeds 101.0 by \$0.20; and

(3) Class I prices shall be decreased by an amount determined by multiplying the number of two-point brackets that the average bi-monthly composite index descends below 99.0 by \$0.20.

(4) The average bi-monthly composite index brackets shall be in accordance with the following schedule:

Average Bi-monthly Composite Index Brackets (Nos. through Nos.) Continued	Amount of Adjustment (Cents) Continued
96.9 - 98.9	- 20
99.0 - 101.0	- 0
101.1 - 103.1	+ 20
103.2 - 105.2	+ 40
105.3 - 107.3	+ 60
107.4 - 109.4	+ 80
109.5 - 111.5	+100
111.6 - 113.6	+120
113.7 - 115.7	+140
115.8 - 117.8	+160
117.9 - 119.9	+180
120.0 - 122.0	+200
122.1 - 124.1	+220
124.2 - 126.2	+240
126.3 - 128.3	+260
128.4 - 130.4	+280
130.5 - 132.5	+300
132.6 - 134.6	+320
134.7 - 136.7	+340
136.8 - 138.8	+360
138.9 - 140.9	+380
141.0 - 143.0	+400
143.1 - 145.1	+420
145.2 - 147.2	+440
147.3 - 149.3	+460
149.4 - 151.4	+480

151.5 - 153.5	+500
153.6 - 155.6	+520
155.7 - 157.7	+540
157.8 - 159.8	+560
159.9 - 161.9	+580
162.0 - 164.0	+600
164.1 - 166.1	+620
166.2 - 168.2	+640
168.3 - 170.3	+660
170.4 - 172.4	+680
172.5 - 174.5	+700
174.6 - 176.6	+720
176.7 - 178.7	+740
178.8 - 180.8	+760
180.9 - 182.9	+780
183.0 - 185.0	+800
185.1 - 187.1	+820
187.2 - 189.2	+840
189.3 - 191.3	+860
191.4 - 193.4	+880
193.5 - 195.5	+900
195.6 - 197.6	+920
197.7 - 199.7	+940
199.8 - 201.8	+960
201.9 - 203.9	+980
204.0 - 206.0	+1000
206.1 - 208.1	+1020
208.2 - 210.2	+1040
210.3 - 212.3	+1060
212.4 - 214.4	+1080
214.5 - 216.5	+1100
216.6 - 218.6	+1120
Continued	Continued

(5) A monthly composite index shall be determined by dividing the sum of the index numbers of the six factors shown in subsections (a x 1), (b x 1), (c x 1), (d x 1), (e x 1), (f x 2) of this subparagraph by seven. The latest available published monthly data for any of the above six factors shall be used in determining the monthly index number.

a. The U.S. Index of prices paid, taxes, and farm wage rates, as published in "Agricultural Prices" by the U.S.D.A.

b. The U.S. Index of prices received as published in "Agricultural Prices" by the U.S.D.A.

c. The average price per ton paid by Virginia farmers for 16% dairy feed, as published in "Agricultural Prices" by the U.S.D.A.

d. The average cost of the market basket for Richmond-Norfolk-Virginia Beach-Portsmouth, as published in "The Market Basket and Retail Food Prices" by the Virginia Department of Labor and Industry.

e. The average weekly earnings of workers in Virginia manufacturing industries, as published in "Trends in Employment Hours and Earnings Virginia and Statistical Metropolitan Areas" by the Virginia Department of Labor and Industry.

f. An average of the prevailing Class I prices in Raleigh, North Carolina; Metropolitan Washington, D.C.; Winston Salem, North Carolina; Bristol, Virginia; and Charleston, West Virginia.

(6) The six-month average, November 1973 through April 1974, shall equal 100 for each of the above factors for the purpose of determining the monthly index number for each factor.

(7) The current month's Class I price adjustment, if any, shall be determined by a bi-monthly composite index which shall be a simple average of the monthly composite indices of the second and third preceding months.

(8) On or before the 23rd day of each month, the agency shall determine the Class I butterfat, skim and net prices for the following month and announce same to all licensed processing general distributors and on the same date the agency will announce the Class II skim, butterfat and net prices.

Effective May 1, 1995, the following modifications to the indexes will be utilized in determining the monthly composite index used in calculating the Class I price for Virginia State Milk Commission marketing areas pursuant to subdivisions A 1 (1) through (7) of this section:

The U.S. Index of prices paid, taxes, and farm wage rates as published in "Agricultural Prices" by the U.S.D.A. will be determined by using the monthly movement of the reweighted and reconstructed prices paid index (PPITW) as published by the U.S.D.A. The monthly movement of the new prices paid index (PPITW) will be applied each month to the preceding month's revised index of prices paid, taxes, and farm wage rates using December 1994 as the base month.

The U.S. Index of prices received as published in "Agricultural Prices" by the U.S.D.A. will be determined by using the monthly movement of the reweighted and reconstructed prices received index as published by the U.S.D.A. The monthly movement of the new prices received index will be applied each month to the preceding month's revised index of prices received using December 1994 as the base month.

The average price per ton paid by all Virginia farmers for 16% dairy feed as published in "Agricultural Prices" by the U.S.D.A. will be determined by using the monthly movement of the index of prices paid, production items, complete feeds as published by the U.S.D.A. The monthly movement of this index will be applied each month to the preceding month's index of 16% dairy feed, Appalachian using April 1995 as the base month.

The authoritative publisher of the Market Basket for Richmond-Norfolk-Virginia Beach-Portsmouth will be the Virginia Department of Agriculture and Consumer Services. The resultant index numbers derived from the above calculations will be utilized as specified in the cited regulation.

2. Class I-A. The price used in computing each distributor's obligation for producer milk (of 3.5% butterfat) allocated to Class I-A shall be the Class II skim, butterfat, and net prices.

3. Class II. The price per cwt. for all markets shall be the monthly Class II price announced by the market administrator of appropriate marketing area.

4. The total value of base deliveries made in accordance with 2 VAC 15-20-50 B 2 shall be discounted in accordance with the following procedure to reflect the cost savings of transporting, storing and handling of producer milk on a uniform daily basis:

a. Subtract from each cooperative association's total pounds of base deliveries allocated to Class I sales for each delivery period an amount equal to twice the sum of the differences between the pounds of assigned daily base and the pounds of daily base deliveries which are less than the pounds of assigned daily base for each day during the delivery period.

b. The net hundredweight (not less than zero) resulting from the above procedure multiplied by \$0.11 will be the amount of discount for base deliveries during the delivery period.

5. Producers or their agents shall not sell milk or offer milk for sale at prices other than those established.

B. Butterfat testing. Butterfat testing shall be conducted in accordance with the following procedure:

1. General distributors shall determine the average butterfat content of all assigned producer milk delivered by each producer who is not a member of a cooperative association, as defined in 2 VAC 15-20-10, by four or more tests made at approximately equal intervals during each delivery period.

2. All assigned producer milk accompanied by a bill of lading that is delivered by a cooperative association to a licensed distributor and is accepted by the distributor shall be paid for by the distributor at a rate that is determined by the butterfat test specified on the bill of lading accompanying the load of milk.

3. The butterfat content of all assigned cooperative association milk delivered by methods other than specified in subdivision 2 of this subsection, shall be determined in accordance with procedures specified by the agency if mutual agreement between the cooperative association and the distributor cannot be reached as to the butterfat content of such deliveries.

4. All sampling and testing shall be conducted by persons licensed by the Virginia Department of Agriculture and Consumer Services. These tests shall be made by the Babcock Test, or other tests approved by that department, and shall, as directed by the approving authority, be subject to check tests made by a licensed tester.

C. Time of payment.

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1. On or before the 23rd day of a delivery period, general distributors shall make a partial payment to producers or cooperative associations of producers for base deliveries received during the first 15 days of the delivery period. The partial payment shall be not less than an amount determined by multiplying the previous month's Class II skim, butterfat or net price for 3.5% milk by the hundredweight of base deliveries for the first 15 days of the delivery period; provided full and final payment for the preceding delivery period was made in accordance with subdivision 2 of this subsection, otherwise the partial payment shall be not less than an amount determined by multiplying the current Class I skim, butterfat and net prices for 3.5% milk by the hundredweight of base deliveries for the first 15 days of the delivery period.

2. On or before the ~~47th~~ 16th day following the close of a delivery period, *state regulated* general distributors shall make full and final payment to producers or cooperative associations of producers for deliveries received during such delivery period pursuant to this chapter. *Fully federally regulated general distributors shall make full and final payment to producers or cooperative associations of producers for deliveries received during such delivery period pursuant to the applicable provisions of the order in which they are pooled. Payment shall be made so that it is received by the dates applicable to state order and federal order plants.*

3. Certified or registered mail may be required for all U.S. Postal Service deliveries of producer payments made by general distributors pursuant to subdivisions 1 and 2 of this subsection when directed in writing by the agency.

4. The approving authority may, after a hearing, require individual general distributors to make settlement with producers or cooperative associations of producers for deliveries at intervals other than provided in subdivisions 1 and 2 of this subsection.

5. All licensed producers or association of producers supplying base deliveries to processing general distributors located in Norfolk, Portsmouth, Hampton, Newport News or Chesapeake shall be allocated \$0.10 per hundredweight from the total monthly Eastern Market Class I producer payments. This allocation shall be made prorata in accordance with the monthly base deliveries to the processing general distributors located in the aforementioned cities.

6. Before the 15th day of each month, the agency shall determine the required monthly equalization payments and give written notice to all affected parties of the amounts payable. The monthly equalization payments shall be made to the Milk Commission Equalization Fund no later than the 25th day of the month subsequent to the end of each delivery period. On or before the last day of each month, the agency shall disburse all funds (less a balance necessary to pay all bank charges) paid in during the current month in accordance with subdivision 5 of this subsection.

D. Redistribution of producer losses. When the approving authority is satisfied that when one or more licensed

distributors is unable, due to bankruptcy or receivership, to fulfill the financial obligation to producers and/or cooperative associations of producers for base deliveries, the approving authority may authorize the establishment of a temporary producer redistribution fund to reallocate a distributor's deficient financial obligation.

1. When it is determined that an obligation for base milk deliveries cannot be satisfied, the distributor(s), producer(s) or cooperative associations of producers involved shall notify the approving authority within five working days of a voluntary filing or adjudication of bankruptcy or receivership, or within five working days of August 1, 1991, for licensed distributors currently in bankruptcy or receivership. This notification shall be in writing accompanied by copies of pertinent court documents.

2. The producer funded redistribution of losses of an unfulfilled obligation of base deliveries shall be limited to an amount not to exceed the unsecured value of base deliveries calculated in accordance with this chapter.

3. A producer funded redistribution rate shall be established which will be the lesser of the actual dollar loss under subdivision 2 of this subsection or the dollars generated by a rate not in excess of 0.10/cwt., levied on producer's and/or cooperative associations of producers' monthly Class I allocated base deliveries for a period not to exceed 12 months for each bankruptcy. Each distributor shall remit to the agency no later than the 15th of each month the amount collected in accordance with this subdivision applicable to the prior month's delivery period at the rate established by the approving authority.

4. The agency shall disburse all redistribution funds, net of applicable bank charges, collected each month for the redistribution fund by the last day of the month. Funds will be disbursed prorata in relationship to the loss incurred by producers and/or cooperative associations of producers, less applicable bank charges.

5. Producers or cooperative associations of producers shall assign to the agency that portion of their loss claim which pertains to the value of redistributed funds paid on Virginia base deliveries by the agency in order to participate in the producer redistribution fund.

6. Any overpayment or recovery of loss claims assigned to the agency by producers or cooperative associations of producers to the producer redistribution fund shall be disbursed to producers or cooperative associations of producers on a prorata basis of payments made to the fund.

VA.R. Doc. No. R01-86; Filed January 11, 2001, 11:24 a.m.



TITLE 9. ENVIRONMENT

STATE AIR POLLUTION CONTROL BOARD

Title of Regulation: 9 VAC 5-40-10 et seq. Existing Stationary Sources (Rev. A99) (amending 9 VAC 5-40-240, 9 VAC 5-40-250, 9 VAC 5-40-310, 9 VAC 5-40-311, 9 VAC 5-40-890, 9 VAC 5-40-980, and 9 VAC 5-40-1000; adding 9 VAC 5-40-925, 9 VAC 5-40-926, 9 VAC 5-40-927, and 9 VAC 5-40-928).

Statutory Authority: § 10.1-1308 of the Code of Virginia.

Public Hearing Date: May 3, 2001 - 10 a.m.

Public comments may be submitted until June 12, 2001. (See Calendar of Events section for additional information)

Agency Contact: Mary E. Major, Department of Environmental Quality, P.O. Box 10009, Richmond, VA 23240, telephone (804) 698-4423, FAX (804) 698-4510 or e-mail memajor@deq.state.va.us.

Basis: Section 10.1-1308 of the Virginia Air Pollution Control Law authorizes the State Air Pollution Control Board to promulgate regulations abating, controlling and prohibiting air pollution in order to protect public health and welfare.

Purpose: The purpose of the regulation is to require the owners of large stationary NO_x sources to limit air emissions to a specified level necessary to protect public health and welfare. The regulation amendments are being proposed to make the state version of the non-CTG NO_x RACT rule consistent with the federally-approved version and to adopt NO_x controls as may be necessary to address air quality violations.

Substance:

1. Delete the provision that pertains to the seasonal applicability for the NO_x RACT requirements.
2. Delete the provisions that provide an exemption from the RACT requirement for any steam generating unit, process heater or gas turbine with a rated capacity of less than 100,000,000 Btu per hour and any combustion unit with a rated capacity of less than 50,000,000 Btu per hour.
3. Delete the provisions that provide for an emission allocation system to meet the RACT requirement.
4. Add definitions for "Btu," "Combined cycle system," "Combustion turbine," "Continuous emission monitoring system" or "CEMS," "Electric generating unit," "Generator," "Fossil-fuel fired," "Mwe," "mmBtu," "Nameplate capacity," "Nonelectric generating unit," "Opt-in unit," "Ozone season," "Ozone season heat input," and "Ton."
5. Add provisions which establish emission standards for nitrogen oxides from electric generating units and nonelectric generating units.
6. Add provisions for a NO_x emissions compliance demonstration that allows emissions rate averaging.

7. Add provisions for a plan, approved by the board, that would allow the use of banked emissions credits in the NO_x emissions compliance demonstration.

8. Add provisions for early reduction credits to be used in the NO_x emissions compliance plan.

Issues: The primary advantage to the general public is that air quality will improve with less cost and intrusiveness to the citizens and businesses of the Commonwealth when compared to the NO_x SIP Call. The cost of compliance is a key issue for the citizens of the Commonwealth since the utility industry is affected by this regulation. If the cost of control is excessive, the additional costs may be passed on to the consumer in the form of rate hikes.

This regulation is not a cap and trade rule; instead it utilizes emission rate averaging. This approach provides more flexibility for compliance options for the sources affected while still protecting air quality. A compliance demonstration is required at the end of the ozone season. Sources must demonstrate that they have operated equipment such that the NO_x emissions are either equal to or below the specified limit. Tons of NO_x may be purchased or sold according to the need of the source owner; NO_x credits can also be generated as early reduction credits or the source may choose to bank credits via a plan approved in advance by the board. NO_x credits from sources located outside the Commonwealth may be used provided specific requirements are met and, if necessary, an air quality analysis is conducted. Sources not subject to the regulation may participate in the program as opt-in sources provided specific conditions are met.

Disadvantages to the regulated sources are in the areas of costs for control and monitoring. Sources will need to monitor emissions with continuous emission monitors (CEMs). If sources do not currently have CEMs they will need to install the monitoring equipment to participate in the program. Emissions averaging may not be sufficient to meet the requirements of the regulation and some sources may need to install control equipment.

The advantages for the department are in the area of effective compliance and reduced inspections. The regulation provides procedures for continuous or process parameter monitoring of emissions for determining compliance with the NO_x emissions standard. This will result in very accurate data to be used for compliance demonstrations or enforcement actions when necessary.

Disadvantages include the need for department to review the compliance demonstrations. More time may be involved if a source chooses to utilize averaging, early reduction credits (ERCS), credits from other states or banked credits. In addition, if a source chooses to purchase NO_x credits facilities located out of state to meet the requirements of the compliance demonstration, the department may need to review both an air quality analysis plus the documentation for the NO_x credits.

Localities Particularly Affected: Regarding Article 4, the geographic coverage consists of the following localities in the Northern Virginia Ozone Nonattainment Area: Arlington County, Fairfax County, Fauquier County, Loudoun County, Prince William County, Stafford County, the City of

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Alexandria, the City of Fairfax, the City of Falls Church, the City of Manassas, and the City of Manassas Park.

Regarding Article 8, there is no locality which will bear any identified disproportionate material air quality impact due to the proposed regulation which would not be experienced by other localities.

Public Participation: The department is seeking comment on the proposed regulation and the costs and benefits of the proposal.

Department of Planning and Budget's Economic Impact Analysis: The Department of Planning and Budget (DPB) has analyzed the economic impact of this proposed regulation in accordance with § 9-6.14:7.1 G of the Administrative Process Act and Executive Order Number 25 (98). Section 9-6.14:7.1 G requires that such economic impact analyses include, but need not be limited to, the projected number of businesses or other entities to whom the regulation would apply, the identity of any localities and types of businesses or other entities particularly affected, the projected number of persons and employment positions to be affected, the projected costs to affected businesses or entities to implement or comply with the regulation, and the impact on the use and value of private property. The analysis presented below represents DPB's best estimate of these economic impacts.

Summary of the proposed regulation. The Department of Environmental Quality (DEQ) proposes to add substantive provisions to Article 8 of this regulation, which applies to certain types of large capacity fuel burning equipment that can be classified as electric generating unit (EGU) or nonelectric generating unit (Non-EGU). EGUs and non-EGUs include combustion turbines, industrial boilers, and internal combustion engines. The most significant change to Article 8 is the establishment of specific emission standards for nitrogen oxide (NO_x) for these types of equipment. The proposed regulation will also remove certain provisions from Article 4, which applies to sources not covered by other rules. Article 4 does not set specific emission standards but is a procedural rule to form the basis for making case-by-case Reasonable Available Control Technology (RACT) determinations. The Environmental Protection Agency's (EPA) disapproval of specified provisions under Article 4 is the impetus for the proposed changes to this article. The proposed substantive changes to this regulation are listed more specifically below:

Changes under Article 8 (Rule 4-8)

1. Adding provisions which establish emission standards for nitrogen oxides from electric generating units and nonelectric generating units.
2. Adding provisions for a NO_x emission compliance demonstration that allow emission rate averaging.
3. Adding provisions for a plan, approved by the board, that would allow trading between different owners of units and allow the use of banked emissions credits in the NO_x emissions compliance demonstration.
4. Adding provisions for early reduction credits to be used in the NO_x emissions compliance plan.

Changes under Article 4 (Rule 4-4)

1. Deleting the provision that pertains to the seasonal applicability of the NO_x RACT requirements.
2. Deleting provisions that provide an exemption from the RACT requirement for any steam generating unit, process heater or gas turbine with a rated capacity of less than 100,000,000 Btu per hour and any combustion unit with a rated capacity of less than 50,000,000 Btu per hour.
3. Deleting the provisions that provide for an emission allocation system to meet the RACT requirement.

Estimated economic impact.

1. Changes in 9-VAC-5-40, Article 8 (Rule 4-8). In addition to this proposed regulation, DEQ has proposed another regulation known as the NO_x SIP call regulation (Nitrogen Oxides State Implementation Plan call). The proposed additions to Article 8 of this regulation and the NO_x SIP call regulation are alternatives to each other. If the NO_x SIP call regulation is adopted in the future, the proposed additions to Article 8 will be removed prior to final adoption. The NO_x SIP call regulation is based upon a program developed by EPA with the same name. There is uncertainty about the future of NO_x SIP call, as its legality is currently being challenged in the U.S. Supreme Court. If NO_x SIP call is struck down, then the additions to Article 8 will be kept.¹

Overall, the proposed amendments to Article 8 are less stringent than the standards under the NO_x SIP call. Thus, compared to the costs of emission reductions required by NO_x SIP call, the costs of emission reductions under the proposed regulation would likely be considerably lower. EPA has conducted extensive analysis on the costs and benefits of the NO_x SIP call program. Data from that research will be reported in this analysis in order to express an estimated upper bound on potential costs due to the enactment of this proposed regulation. In the remainder of this analysis, all quoted monetary values are in terms of 1990 dollars.²

1.1 Adding provisions which establish emission standards for nitrogen oxides from EGUs and non-EGUs:

The proposed regulation reads as follows:

B. No owner or other person shall cause or permit to be discharged into the atmosphere any nitrogen oxide emissions in excess of 0.25 lb/mmBtu of heat input or 65% reduction from 1990 emission rates (lb/mmBtu), whichever is less stringent, from any electric generating unit.

C. No owner or other person shall cause or permit to be discharged into the atmosphere any nitrogen oxide emissions in excess of the levels specified in Table 4-4C of 9 VAC 5-40-311 or 46% reduction from 1990 (or another year more representative of normal operating conditions) emission rates

¹ Source: Department of Environmental Quality

² Inflation adjusted value of a 1990 dollar would be 22.2% higher in the 3rd quarter of 2000 as the Gross Domestic Product Implicit Price Deflator was 87.74 in 4th quarter of 1990 and was 107.24 in the 3rd quarter of 2000.

Source: www.economagic.com

(lb/mmBtu), whichever is less stringent, from any nonelectric generating unit.

The Department of Environmental Quality (DEQ) has emission and heat input records for 1996. According to these records, the 64 EGUs in Virginia emitted 54,539 NO_x tons per ozone season in 1996. Some of these sources were operating above the 0.25lb/mmBtu standard and some were operating below. The sources operating below the standard could have been credited with NO_x emissions equal to the difference between the actual emissions and what is required by the 0.25lb/mmBtu standard. The sources operating above the standard would have needed to purchase NO_x emissions by an amount that is equal to the difference between the actual emissions and what is required by the standard, or reduce emissions to meet the standard, or a combination of both. Given the 54,539 tons of actual NO_x emissions in 1996, it is estimated that 27,289 tons of NO_x would have been permitted to be emitted under the 0.25lb/mmBtu standard. This would mean that the EGUs would have been required to reduce NO_x emissions by 27,250 tons. Under the 65 percent alternative rule, EGUs would be allowed to emit only 19,089 tons of NO_x which translates into 35,450 tons of reduction in NO_x emissions. Thus, it is more relevant to use 27,250 tons of NO_x emission reductions in cost estimates since the 0.25lb/mmBtu standard is less stringent. By using the EPA's estimated cost per ton of NO_x emissions reduced, combined with the estimated required NO_x reductions, the cost associated with the proposed new standard can be approximated.

Data provided by DEQ indicates that the 13 non-EGUs in Virginia that will be subject to these regulations emitted 7,388 NO_x tons per ozone season in 1996. DEQ indicates that these units would have had to reduce their total NO_x emissions by about 2,611 tons to have met the standards in 1996.

1.1.1 Costs

1.1.1.1 Electric Generating Units

Costs to power industry. According to EPA research, the cost per ton of Ozone season NO_x removed is estimated to be \$1,140 and \$1,126 in 2007 and 2010 respectively for the 0.25lb/mmBtu with trading, but also with a cap on emissions. [8] Unlike the NO_x SIP, the effective proposed provision of this regulation does not have a cap; thus, the actual cost per ton is likely lower than the EPA estimate. Our earlier calculation indicated that if this regulation were in effect in 1996, EGUs would have been required to reduce NO_x emissions by about 27,250 tons. Based on an EPA projection, it is likely that the required NO_x emission reductions will be somewhat smaller in future years. Nevertheless, in order to set an estimated upper bound on projected costs to the power industry, the 27,250 figure will be used in calculations for future years. Based on these numbers, the estimated upper bound for costs to the power industry in Virginia would be about \$31 million (\$1,140 x 27,250) in 2007 and \$30.6 million (\$1,126 x 27,250) in 2010.

Increasing power prices. The EPA analysis of NO_x SIP estimated that that program would increase the price of electricity by 1.2% to 1.6%. Equivalently, that would increase

the price of electricity by \$0.001 per kWh. [8] Since this proposed regulation is less stringent than NO_x SIP, the estimated costs to producers, and costs passed on to consumers in the form of price increases, are not expected to be as great as in NO_x SIP. Nevertheless, in order to estimate an upper bound on the potential price increase due to this proposed regulation, the EPA estimated figures will be used.

Industrial Users of Electricity. Electricity is an essential part of most industrial production. Thus, higher electricity prices will increase production costs for most industries. The size of the effect will depend on how much electricity is employed in the production process. In 1994, the manufacturing sector used 0.25 kWh of electricity per dollar output. [8] Based on this ratio and the estimated electricity price increase by EPA for NO_x SIP, the average industry is expected to experience at most a 0.03 cent increase in costs per dollar of shipments or 0.05 cent increase for each dollar of value added. [8] Thus, it does not appear that the estimated higher prices are significantly detrimental to industrial users of electricity. This effect is not evenly distributed among all industries, since some industries require proportionally higher electric usage per dollar output. This effect may be better understood if one looks at different industries. As can be seen in Table 1 below, even the industries that proportionally use the most electricity do not experience an increase in production costs exceeding a quarter of one percent.

Industry	Value Added	Value of Shipments
Primary Metals	0.00%	0.09%
Petroleum and Coal Products	0.13%	0.03%
Textile Mill Products	0.12%	0.05%
Stone, Clay, and Glass Products	0.10%	0.05%
Paper and Allied Products	0.09%	0.04%
Chemicals and Allied Products	0.09%	0.05%
All Other Manufacturing	0.03%	0.01%

Source: [8], pp. 6-38.

Household Users of Electricity. Similar to industry, households rely on electricity as well. In 1993, an average household used 10,000 kWh. [8] Thus, the EPA projected increase of \$0.001 in electric costs per kWh will consume \$10 from an average household's budget in a year. Keeping in mind that this an upper bound of the estimated impact of this proposed regulation, it does not appear that the increase in cost to consumers for electricity due to this proposed regulation would be cumbersome.

1.1.1.2 Nonelectric Generating Units. These units are industrial boilers, combustion turbines, and other stationary sources. Based on data from the EPA research, and following a similar method described for EGU sources, the upper bound for potential cost to Non-EGU sources is estimated to be about \$3 million.

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1.1.1.3 Administrative Costs to State of Virginia. The proposed regulation will add to the responsibilities of DEQ. To administer this regulation, DEQ will conduct on-going auditing of sources, certification of monitoring plans, and handling permits. EPA's per unit cost estimates for these activities are \$1,698 for auditing, \$0-\$566 for certification of monitoring plans, and \$115 for permitting, review, and approval of electric generating and nonelectric generating units. [8] Moreover, there will be additional administrative costs associated with other units. The total administrative costs will partially depend on the number of units that choose to opt in the standards of the proposed regulation and this creates uncertainty on the total administrative costs.

1.1.2 Benefits. Reducing NO_x emissions can be beneficial in several ways. Due to data and time limitations, a quantitative estimate of the benefits of the proposed amendments cannot be determined. A qualitative description of the potential benefits follows.

Health Related Benefits. A broad range of adverse health effects are associated with exposure to high ozone and particulate matter (PM) levels and NO_x emissions play an important role in formation of both ozone and PM. Thus, by reducing NO_x emissions, citizens of the Commonwealth may be affected by fewer or less severe health problems.

Premature Mortality. Premature mortality has been associated with exposure to high ozone and PM. Reductions in mortality is one of the drivers of the NO_x reduction benefits. The mean value of a statistical life is estimated to be \$4.8 million.³ [9] Both acute exposure (exposure on a given day) and chronic exposure (exposure more than a year) may result in premature mortality. [9]

Hospital Admissions. Most people would be willing to pay to avoid hospital admission resulting from NO_x emissions. At a minimum, willingness to pay (WTP) to avoid hospital admissions includes the amount of medical expenses. [9] In addition, most people would be willing to pay to avoid pain and suffering associated with illness. Furthermore, to some extent, medical expenses create additional costs to society through subsidized medical insurance.

Bronchitis, Acute Respiratory Symptoms. Bronchitis is a morbidity effect of NO_x emissions. It can last from the initial stage of the illness to the rest of the patient's life. Respiratory problems associated with NO_x emissions including runny or stuffy nose, wet cough, burning, aching, red eyes, cough, chest pain, phlegm, and wheeze can occur outside of bronchitis as well. [9] Clearly, the reduction of respiratory problems due to NO_x emission reduction would be beneficial.

Worker Productivity. Improved ozone air quality has been determined to contribute to worker productivity. This impact is measured by EPA as the change in income in response to change in exposure to ozone. It is found that 10 percent reduction in ozone increases income by 1.4%. [9]

Minor Restricted Activity Days. Air pollution associated with NO_x emissions may restrict a person's activities as a result of certain symptoms such as eye irritation or a combination of

symptoms. [9] The economic value of the removal of restrictions in a certain activities can be considered a benefit.

Other Benefits. Society benefits from the reduced air pollution beyond the health effects already mentioned. These other benefits include positive impacts on plants, animals, structural materials, visibility, and ecosystem functions. [9]

Commodity Agricultural Crops. Some commodity crops such as corn, cotton, peanuts, sorghum, soybean, and winter wheat are ozone sensitive. High levels of ozone cause some yield loss for these crops.

Commercial Forests. Commercially important mature trees are adversely affected by increasing ozone levels. [9] Thus, the forestry sector is likely to benefit from the NO_x emission reductions. The benefits on increased yield of commercial forests due to reduced NO_x emissions are likely to appear many years in the future as the harvesting cycle of commercial forests tend to be long and cumulative effects of higher growth rate tends to build up fast.

Nitrogen Deposition. Excess amounts of nitrogen load is found to be detrimental to the quality of certain waters. [9] Examples of these adverse effects include brown and red tides, low dissolved oxygen in bottom waters, the loss of submerged aquatic life, and significant shifts in phytoplankton community structure. Reductions in NO_x emissions could reduce the incidence and severity of these types of effects. Additionally, reductions in nitrogen deposition from the atmosphere could reduce the need for costly water quality controls.

Household Soiling Damage. The Commonwealth will benefit from the reductions of NO_x emissions as architectural materials and culturally important articles may be aesthetically or structurally damaged by air pollution. [9] Similarly, reductions in NO_x emissions will reduce the soiling of households caused by PM.

Visibility. Residential and recreational visibility has an economic value. People are willing to pay to improve visibility. [9] Thus, higher visibility achieved by reducing the gases and aerosols that scatter, and absorb light will add to the benefits of reduction of NO_x emissions.

1.1.3 Comparison of Costs and Benefits. The estimated upper bound for total costs of this proposed amendment to the EGUs and Non-EGUs is estimated to be approximately \$34 million per year. Part of those costs will be recouped by the power firms by passing costs on to consumers in the form of price increases. DEQ will face additional administrative costs on a much smaller scale. Given the limitations of data and time, a quantitative estimate of the benefits of the proposed amendment cannot be determined. Thus, an accurate estimate of the net benefit cannot be assessed. Nevertheless, it can be said that if the public values the various benefits that result from the NO_x reductions due to this proposed regulation cumulatively by more than \$34 million per year, than the proposed amendment produces a net benefit.

1.2 Adding provisions for a NO_x emission compliance demonstration that allows emission rate averaging. If a source's actual emission rate for a unit is below the

³ Estimates of the value of a statistical life vary between 0.6 and 13.5 million.

prescribed rate of .25 lb/mmBtu, it “generates” allowances in an amount equal to the difference between its prescribed and actual rate multiplied by the heat inputs. If the source’s actual rate is above the prescribed rate, it must acquire allowances to cover the difference between its prescribed and actual rate multiplied by its actual activity level (heat input). For sources that have more than one unit subject to the prescribed rate, emissions-averaging permits the source to average the emissions between the units.

Example: A source has several units subject to the prescribed rate. Some of those units operate below the prescribed rate and some operate above. The units operating below the prescribed rate “generated” allowances that can be used to offset the extra emissions generated by the units operating above the prescribed rate. Emissions-averaging allows the source to average the emissions among all the units. If the average is at or below the emissions allowed based on the prescribed rate, the source is considered in compliance. If the average is above the amount allowed based upon the prescribed rate, then the source must buy additional allowances within the timeframe identified for the “true-up” period (November 1) or otherwise be considered out of compliance.

Adding this provision will allow sources that have more than one unit to emit at above the 0.25 lb/mmBtu rate at one or more of their units. Thus, the costs of compliance for sources with at least one unit that operates above the prescribed rate will be lower with the averaging provision. On the other hand, since such sources may have otherwise met the standard by reducing their emissions, allowing averaging may result in a smaller total reduction in NO_x emissions. This would reduce the total potential benefit of the proposed regulation.

1.3 Add provisions for a plan, approved by the board, that would allow trading between different owners of units and allow the use of banked emissions credits in the NO_x emissions compliance demonstration. For the EGUs in Virginia, it is possible to calculate the potential effects of trading on the amount of NO_x emission reductions. For example, EGU units emitted 54,539 tons of NO_x in to the Commonwealth air in 1996. If no trading were allowed under .25 lb/mmBtu standard, and sources that operated above the standard instead operated at the standard, total emission would have been 25,534 tons. However, some of the sources with efficient control technologies emitted below the standard. It is estimated from individual emission rates that the efficient control technology firms would have been legally allowed to emit another 1,755 tons of NO_x. If trading is not allowed, these sources would not be able to capitalize on their efficient technology by selling 1,755 tons of NO_x emission credits to those with inefficient control technologies in need of these credits. Similar mutually beneficial trading opportunities will likely apply to Non-EGUs as well. Note that the actual NO_x emissions would increase, but at the same time, the incentives to install efficient control technology would be created.

It should also be noted that transaction costs may deter what otherwise would be mutually beneficial trading of credits between sources that operate below and above the emission standard. If there is uncertainty in whether a source, which

believes that its emissions are or will be below the standard, will have its emission rate approved for credit trading, sources will be less likely to make contracts for emission trading.

Also, it is likely that firms will experience lower emission reduction costs as the size of the emission-trading region is expanded. Thus, by allowing trade across state lines, a higher level of cost efficiency in NO_x reductions can be achieved as compared to limiting the trade within a state. Under the proposed regulations, interstate trading is allowed with the board’s approval. Thus, depending on the magnitude of transaction costs associated with the board’s approval process, this option may be beneficial to the emission sources.

Banking is another option that affects the potential costs and benefits of this proposed regulation. There are several possible banking methods. For example, banking of emission reductions after the start of the program, banking of early reductions, banking from an earlier phase of the program to a later phase are possible. Any of these banking systems can possibly operate under the proposed regulation provided that the board approves the banking plan submitted by the sources. Moreover, the proposed regulation allows early reduction credits during 2002 and 2003 and these can be carried over until 2005.⁴ In 2004, if the actual emissions are lower than what is required, then these credits can be carried over indefinitely. An emission allowance program with trading and banking can create reductions higher than what is required in one season. This is true because the banking option allows the saving of allowances for use in a later ozone season. The banking option encourages early reductions, provides flexibility for compliance, and reduces costs of compliance. [8]

On the other hand, if the credit bank were to grow large enough, then a sudden surge in the use of banked credits could greatly increase emissions during one ozone season. It is certainly mathematically possible that the unlimited banking of credits could lead to a violation of air quality standards at some point in the future. However, it is not yet known how many credits will be banked or what use patterns will be like. The banking of credits and the use of banked credits should be tracked carefully to ensure that banking does not cause violations of air quality standards or interfere with achieving the required rate of progress in approaching attainment in northern Virginia.

1.4 Add provisions for early reduction credits to be used in the NO_x emissions compliance plan. The only way to generate an emission credit is to operate a unit below the prescribed emission rate. Any credits generated can be banked. Early reduction credits (ERC) can be generated during the 2002 and 2003 ozone seasons provided they meet certain requirements. These ERCs are only valid until October 1, 2005, at which time they shall be retired. Any credits generated after the 2003 season may be banked, used in emissions averaging, used in future years, or sold. Note that the ERC option is likely to encourage the sources to start reducing their emissions before 2004 when the

⁴ A detailed discussion on early reduction credits is provided in section 1.4.

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compliance must be demonstrated. The ERC option provide incentives to install the control equipment as early as 2002.

2. Changes in 9-VAC-5-40, Article 4 (Rule 4-4). The State of Virginia submitted the provisions of Rule 4-4 to EPA for approval. Upon review, EPA did not approve some of the provisions and DEQ is proposing to delete these provisions to be consistent with federal requirements. These provisions are only applicable in "serious" ozone non-attainment areas; currently that is only Northern Virginia. Other areas of the state would not be affected unless they were determined to be non-attainment areas and the state determined that RACT was needed as a control measure in those areas.

If these provisions are not removed, the possible consequences to the Virginia sources affected by this rule would be trying to comply with state and federal rules that are not consistent, and therefore, subjecting themselves to possible violations of the federal rule. The emission standards proposed to be removed were enforced in the past for the sources subject to Article 4. Article 4 applies to sources not covered by other rules, such as fuel-burning equipment or processes. The changes being proposed to Article 4 apply only to sources with potential emissions greater than 50 tons per year of NO_x. It also only applies to sources for which the state must determine RACT on a case by case basis. Article 4 does not set specific emission limits, but is a procedural rule to form the basis for making case-by-case RACT determinations to reduce emissions. There is one exception to this generality. Section 9 VAC 5-40-311 provides a generic RACT determination for certain types of sources. Those source types may choose to use the generic RACT determination or may request a case-by-case RACT determination.

2.1 Delete the provision that pertains to the seasonal applicability of the NO_x RACT requirements. This change is proposed because EPA requires year round applicability. Removal of seasonal applicability will affect Virginia Power only, since it was the only source subject to Rule 4-4 that chose to use the generic RACT determination, and seasonal applicability was allowed only in the generic RACT. All other sources chose to operate under case-by-case determinations of RACT. The removal of the seasonal applicability provision will result in additional required emission reductions from Virginia Power, but those reductions will take place during the colder months and have little or no impact on attainment or maintenance of the ozone air quality standard.⁵ Thus, the benefits of this proposed change on ozone air quality are small. However, possible violations of the federal rule will be avoided. On the other hand, Virginia Power will incur costs. Based on the case-by-case RACT determination data, DEQ estimates that the power company will reduce 2,890 tons of NO_x per year, with approximately 1,200 tons taking place during the ozone season. The associated costs of reducing NO_x emissions by 1,690 tons outside the ozone season are expected to be relatively small, because most of the cost of the control equipment would have to be spent in any case. The only costs that occur during the remainder of the year

and that could have been saved by the use of the seasonal applicability provision are operation and maintenance costs.

2.2 Delete provisions that provide an exemption from the RACT requirement for any steam generating unit, process heater, or gas turbine with a rated capacity of less than 100,000,000 Btu per hour and any combustion unit with a rated capacity of less than 50,000,000 Btu per hour. The number of plants that would have been exempt if EPA would have accepted the exemptions is nine, and the number of units at these plants is 126, all in the Northern Virginia Area. According to DEQ, most of the options for the RACT determinations made for these units did not involve the installation of control equipment, because it was not economically feasible. Most of the RACT determinations require the sources to (1) perform annual evaluation and adjustment of combustion process; (2) operate according to manufacturer's specifications; (3) utilize proper operation and good combustion practices, etc. These requirements involve minimal costs. In some cases, the units were replaced by new units that must meet the more restrictive requirement to use best available control technology (BACT). However, the replacement of the units was not done to meet the RACT requirement but done as a separate business decision.⁶ Replacement of equipment is an ongoing enterprise by businesses and the use of BACT for new equipment is the standard in such cases. Therefore, the new equipment was already in place or planned to be in place when the RACT determinations were being made. Since meeting the RACT requirement involves minimal costs and the replacement of the equipment is a part of normal business, the costs and NO_x reductions are expected to be minimal.

2.3 Delete the provisions that provide for an emission allocation system to meet the RACT requirement. The emission allocation system is a variation of the emissions trading rule and is one way to average the emission reduction requirements over several units, thus reducing the cost of the compliance. Similar to the other proposed changes under Article 4, this change was necessary because this provision did not meet EPA policy. This particular change will affect only Virginia Power because it is the only facility that opted to use the generic RACT determination and it has several units. By averaging emissions from different units, Virginia Power would have been able to comply with the standards without incurring extra costs. However, DEQ indicates that that would still be the case. Virginia Power is known to have a new non-attainment permit that is more stringent than any RACT determination and, therefore, supercedes any RACT determination. In this case, the cost of meeting the standards by installing new controls should be attributed to the other permit requirements, which is independent from this rulemaking.

Businesses and entities affected. Proposed changes in Article 8 will directly affect the 64 electric generating units, and 13 non- electric generating units. As discussed in the Estimated Economic Impact section, proposed changes will effect industries and consumers the Commonwealth who use electricity. Proposed changes under Article 4 will primarily

⁵ Source: DEQ

⁶ Source: DEQ

affect Virginia Power. In addition, 9 plants with 126 units will be subject to this article because of the proposed change to the size exemptions.

Localities particularly affected. Provisions of Article 8 apply throughout the Commonwealth. Provisions of Article 4 will affect the NO_x emission units in Northern Virginia since this area is classified as a serious non-attainment area. However, the other areas in Virginia may experience changes in ozone air quality and subsequently be subject to Article 4. In this sense, changes to Article 4 apply throughout the Commonwealth.

Projected impact on employment. The proposed amendments to this regulation will likely encourage the reduction in NO_x emissions. To achieve this result, power companies will have greater incentive to obtain relatively "cleaner" sources of energy. Demand for relatively "dirty" sources of energy, such as coal may decrease. Thus, a small negative impact on employment in the coal mining industry, and the coal transport industry may occur. On the other hand, the natural gas production industry, and the electric generation unit operation industry are expected to enjoy slightly larger employment increases. The net employment in these industries is expected to cumulatively increase by less than 20 jobs.⁷ Employment in the operation of air pollution control equipment may temporarily increase by a larger magnitude annually until 2004.

Effects on the use and value of private property. Efficient NO_x emission control equipment and the relatively "cleaner" inputs used in power generation, such as natural gas are expected to be used relatively more. Inputs that produce higher levels of NO_x, such as coal, are expected to be employed relatively less. The profitability, and consequently the value of firms that utilize electric generating units and nonelectric generating units that emit NO_x at rates above the proposed standards, may decline. However, some of these businesses may employ efficient control technologies, and by selling their emission credits, may increase their profitability and their values. The value of businesses that derive their profits from coal and natural gas may experience a small decrease and increase in value, respectively. Finally, the businesses whose value is positively associated with ozone air quality, such as forestry, are expected to enjoy slight value increases.

References:

- [1] Colander, D. C., 1998, "Economics," Third Edition, *Irwin McGraw-Hill*.
- [2] Henderson, V. J., 1996, "Effects of Air Quality Regulation," *The American Economic Review*, v86, n4, pp. 789-813.
- [3] Heninger, B. T., and F. A. Shah, 1998, "Control of Stationary and Mobile Source Air Pollution: Reducing Emissions of Hydrocarbons for Ozone Abatement in Connecticut," *Land Economics*, v74, pp. 497-513.

⁷ Source: analysis in [7] used as an upper limit for possible employment effects of this proposed regulation.

[4] Larson, B. A., et al., 1999, "The Economics of Air Pollution Health Risks in Russia: A Case Study of Volgograd," *World Development*, v27, n10, pp. 1803-1819.

[5] Lave, L. B., 1986, "The Cost of Abating Sulfur, Nitrogen, and Ozone Air Pollutants," *American Journal of Agricultural Economics*, v68, n2, pp. 473-478

[6] McConnel, V. D., and R. M. Schwab, 1990, "The Impact of Environmental Regulation on Industry Location Decisions: The Motor Vehicle Industry," *Land Economics*, v66, pp. 67-81.

[7] Napolitano, S., 1999, "Economic Impact of the NO_x SIP Call on Electric Power Generation," Presented at the Electric Utilities Environment Conference, Tucson, Arizona, January 1999.

[8] U.S. Environmental Protection Agency, 1998, "Regulatory Impact Analysis for the NO_x SIP Call, FIP, and Section 126 Petitions," v1: Costs and Economic Impacts.

[9] U.S. Environmental Protection Agency, 1998, "Regulatory Impact Analysis for the NO_x SIP Call, FIP, and Section 126 Petitions," v2: Health and Welfare Benefits.

Agency's Response to the Department of Planning and Budget's Economic Impact Analysis: The department has reviewed the economic impact analysis prepared by the Department of Planning and Budget and has no comment.

Summary:

Article 4 provides a legal mechanism whereby the board is required to make source specific Reasonable Available Control Technology (RACT) determinations for all currently known major sources subject to source specific NO_x RACT requirements under the federal Clean Air Act. Amendments are being proposed to delete the provisions that address seasonal applicability, certain exemptions and the emission allocation system.

Article 8 establishes emission limits along with compliance testing, monitoring, recordkeeping and reporting requirements for fuel burning equipment. Amendments are being proposed to establish an emissions rate limit for nitrogen oxides for electric generating units and nonelectric generating units and create a compliance averaging plan to provide flexibility for the sources subject to the regulation.

9 VAC 5-40-240. Applicability and designation of affected facility.

A. Except as provided in subsections C and D of this section, the affected facility to which the provisions of this article apply is each process operation, each process gas stream and each combustion installation.

B. The provisions of this article apply throughout the Commonwealth of Virginia.

C. Exempted from the provisions of this article are the following:

1. Process operations with a process weight rate capacity less than 100 pounds per hour.

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2. Any combustion unit using solid fuel with a maximum heat input of less than 350,000 Btu per hour.

3. Any combustion unit using liquid fuel with a maximum heat input of less than 1,000,000 Btu per hour.

4. Any combustion unit ~~equipment-unit~~ using gaseous fuel with a maximum heat input of less than 10,000,000 Btu per hour.

D. The provisions of this article do not apply to affected facilities subject to other emission standards in this chapter.

9 VAC 5-40-250. Definitions.

A. For the purpose of ~~these~~ the Regulations for the Control and Abatement of Air Pollution and subsequent amendments or any orders issued by the board, the words or terms shall have the meanings given them in subsection C of this section.

B. As used in this article, all terms not defined herein shall have the meanings given them in 9 VAC 5 Chapter 10 (9 VAC 5-10-10 et seq.), unless otherwise required by context.

C. Terms defined.

"Combustion installation" means all combustion units within a stationary source in operation prior to October 5, 1979.

"Combustion unit" means any type of stationary equipment in which solid, liquid or gaseous fuels and refuse are burned, including, but not limited to, furnaces, ovens, and kilns.

"Heat input" means the total gross calorific value of all fuels burned.

"Manufacturing operation" means any process operation or combination of physically connected dissimilar process operations which is operated to effect physical or chemical changes or both in an article.

"Materials handling equipment" means any equipment used as a part of a process operation or combination of process operations which does not effect a physical or chemical change in the material or in an article, such as, but not limited to, conveyors, elevators, feeders or weighers.

"Physically connected" means any combination of process operations connected by materials handling equipment and designed for simultaneous complementary operation.

"Process operation" means any method, form, action, operation or treatment of manufacturing or processing, including any storage or handling of materials or products before, during or after manufacturing or processing.

"Process unit" means any step in a manufacturing or process operation which results in the emission of pollutants to the atmosphere.

"Process weight" means total weight of all materials introduced into any process unit which may cause any emission of pollutants. Process weight includes solid

fuels charged, but does not include liquid and gaseous fuels charged or combustion air for all fuels.

"Process weight rate" means a rate established as follows:

a. For continuous or long-run steady-state process operations, the total process weight for the entire period of continuous operation or for a typical portion thereof, divided by the number of hours of such period or portion thereof.

b. For cyclical or batch process operations, the total weight for a period that covers a complete operation or an integral number of cycles, divided by the hours of actual process operation during such a period.

"Reasonably available control technology" means the lowest emission limit that a particular source is capable of meeting by the application of control technology that is reasonably available, considering technological and economic feasibility.

"Rated capacity" means, the capacity as stipulated in the purchase contract for the condition of 100% load, or such other capacities as mutually agreed to by the board and owner using good engineering judgment.

"Total capacity" means with reference to a combustion installation, the sum of the rated capacities (expressed as heat input) of all units of the installation which must be operated simultaneously under conditions or 100% use load.

9 VAC 5-40-310. Standard for nitrogen oxides.

A. No owner or other person shall cause or permit to be discharged from any affected facility any nitrogen oxides emissions in excess of that resultant from using reasonably available control technology.

B. Unless the owner demonstrates otherwise to the satisfaction of the board, compliance with the provisions of subsection A of this section shall be achieved for the applicable source types by the use of reasonably available control technology as defined in 9 VAC 5-40-311.

C. The provisions of this section apply to all facilities that (i) are within a stationary source in the Northern Virginia Emissions Control Area (see 9 VAC 5-20-206) and (ii) are within a stationary source that has a theoretical potential to emit 50 tons per year or greater. Theoretical potential to emit shall be based on emissions at design capacity or maximum production and maximum operating hours (8,760 hours/year) before add-on controls, unless the facility is subject to state and federally enforceable permit conditions which limit production rates or hours of operation. Emissions from all facilities, including facilities exempt from any other emission standard for nitrogen oxides in this chapter, shall be added together to determine theoretical potential to emit.

D. For facilities subject to the provisions of subsection A of this section, the owners shall within three months of the effective date of the emission standard (i) notify the board of their applicability status, (ii) commit to making a determination as to what constitutes reasonably available control technology

for the facilities and (iii) provide a schedule acceptable to the board for making this determination and for achieving compliance with the emission standard as expeditiously as possible but no later than May 31, 1995.

E. For facilities to which the provisions of subsection B of this section are applicable, the owners shall within three months of the effective date of the emission standard (i) notify the board of their applicability status, (ii) commit to accepting the emission standard as reasonably available control technology for the applicable facilities or to submitting a demonstration as provided in subsection B of this section and (iii) provide a schedule acceptable to the board for submitting the demonstration no later than January 1, 1994, and for achieving compliance with the emission standard as expeditiously as possible but no later than May 31, 1995.

F. No owner or other person shall cause or permit to be discharged from any facility any nitrogen oxides emissions in excess of those necessary to achieve emissions reductions identified in any attainment or maintenance plan or any other legally enforceable document submitted to the U.S. Environmental Protection Agency as a revision to the state implementation plan.

1. The facilities to which the provisions of this subsection apply are facilities within the Richmond Emissions Control Area (see 9 VAC 5-20-206) identified in any attainment or maintenance plan submitted to the U.S. Environmental Protection Agency as a revision to the state implementation plan.

2. The board may establish case-by-case emission limits and other requirements as may be necessary to achieve the required emission reductions via permits, consent orders, or other legally enforceable means.

3. Facilities subject to this subsection shall be in compliance with any limits and other requirements established pursuant to subdivision F 2 of this subsection within the timeframes established in any state plan revision, permit, or other legally enforceable document.

4. The provisions of subsections A through E of this section shall not apply to facilities within the Richmond Emissions Control Area (see 9 VAC 5-20-206).

~~G. Requirements for the control of nitrogen oxides under this section shall apply only from May 1 through September 30.~~

9 VAC 5-40-311. Reasonably available control technology guidelines for stationary sources of nitrogen oxides.

A. General. Unless otherwise approved by the board, this section defines reasonably available control technology for the purposes of compliance with 9 VAC 5-40-310 A for the source types specified here.

B. Definitions.

1. For the purpose of ~~these regulations~~ *this section* and subsequent amendments of any orders issued by the board, the words or terms shall have the meaning given them in subdivision B 3 of this section.

2. As used in this section, all terms not defined here shall have the meaning given them in 9 VAC 5 Chapter 10 (9 VAC 5-10-10 et seq.), unless otherwise required by context.

3. Terms defined.

"Capacity factor" means the ratio of the average load on a machine or equipment for the period of time considered to be the capacity rating of the machine or equipment.

"Combustion modification" means any change to the configuration of the burners or the firing method or mechanism of any combustion equipment for the purpose of reducing the emissions of nitrogen oxides. Acceptable combustion equipment changes within the context of this term include, but are not limited to, reburning, burners out of service, flue gas recirculation, fuel substitution, engine adjustments, engine modifications, fuel modifications and the addition of over fire air and low nitrogen oxides burner systems.

~~*"Combustion unit"* means any furnace, with fuel burning equipment appurtenances thereto, used in the process of burning fuel for the primary purpose of producing heat to be utilized by direct heat transfer. This includes, but is not limited to, the following facilities: drying ovens, burnout ovens, annealing furnaces, melting furnaces, holding furnaces, and space heaters.~~

"Fossil fuel" means natural gas, petroleum, coal and any form of solid, liquid or gaseous fuel derived from such materials for the purpose of creating useful heat.

"Fuel burning equipment" means any furnace, with fuel burning equipment appurtenances thereto, used in the process of burning fuel for the primary purpose of producing heat to be utilized by indirect heat transfer or producing power. This includes facilities that are designed as boilers to produce steam or heated water and are designed to burn either fossil fuel or refuse derived fuel. It does not include such facilities if designed primarily to burn raw refuse.

~~*"Fuel burning equipment installation"* means all fuel burning equipment units within a stationary source in operation prior to January 1, 1993.~~

"Gas turbine" means a rotary internal combustion engine fueled by liquid or gaseous fuel.

"Heat input" means the total gross calorific value of all fuels burned.

"Incinerator" means any device, apparatus, equipment, or structure using combustion or pyrolysis for destroying, or reducing the volume of any material or substance.

"Internal combustion engine" means a reciprocating engine which is fueled by liquid or gaseous fuel.

"Process heater" means any fuel burning equipment which is used to produce heat for use in a manufacturing process. This term includes boilers

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which use a heat transfer medium other than water, but does not include drying ovens, steam generating units, or other drying apparatus.

"Rated capacity" means the capacity as stipulated in the purchase contract for the condition of 100% load, or such other capacities as mutually agreed to by the board and owner using good engineering judgment.

"Refuse derived fuel (RDF)" means fuel produced from solid or liquid waste (includes materials customarily referred to as refuse and other discarded materials) or both which has been segregated and classified, with the useable portions being put through a size reduction and classification process which results in a relatively homogeneous mixture.

"Steam generating unit" means any furnace, boiler or other device used for combusting fuel for the purpose of producing steam.

~~"Total capacity" means, with reference to a fuel burning equipment installation, the sum of the rated capacities (expressed as heat input) of all units of the installation which must be operated simultaneously under conditions of 100% use load.~~

C. Definition of reasonably available control technology.

1. For the source types listed below, reasonably available control technology is defined as the emission limits specified below based upon the application of combustion modification; however, owners may elect to use any alternative control technology, provided such alternative is capable of achieving the prescribed emission limits.

a. Steam generating units and process heaters. The maximum allowable emission rate for nitrogen oxides from steam generating units and process heaters is as follows:

TABLE 4-4C

Maximum Allowable Emission Rates for Nitrogen Oxides Emissions from Steam Generating Units and Process Heaters (pounds per million btu heat input)

Fuel Type	Firing Method		
	Face* and Tangential	Cyclone	Stokers
Coal--wet bottom	1.0	.55	N/A
Coal--dry bottom	.38	N/A	0.4
Oil or Gas or both	.25	.43	N/A
Gas only	.20	N/A	N/A

*Includes wall, opposed and vertical firing methods.

b. Gas turbines. The maximum allowable emission rate for nitrogen oxides from gas turbines is as follows:

TABLE 4-4D

Maximum Allowable Emission Rates for Nitrogen Oxides Emissions from Gas Turbines (parts per million by dry volume corrected to 15% oxygen)

Fuel Type	Turbine Type	
	Simple Cycle	Combined Cycle
Gas	42	42
Oil	65/77*	65/77*

*Limit shall be 65 ppm for fuel bound nitrogen (FBN) less than 0.015% and 77 ppm for FBN greater than or equal to .015%

2. Any demonstration of compliance with the limits in subdivision C 1 of this section shall be on a daily basis.

3. For the source types and sizes listed below, a demonstration of reasonably available control technology is not required as provided in 9 VAC 5-40-310 B.

~~a. Any steam generating unit, process heater or gas turbine with a rated capacity of less than 100,000,000 Btu per hour.~~

~~b. a. Any steam generating unit, process heater or gas turbine with an annual capacity factor of less than 5.0%, except that three months following any calendar year during which the capacity factor is 5.0% or greater, the facility shall be subject to 9 VAC 5-40-310 A or B, as applicable, and the owner shall comply with 9 VAC 5-40-310 D or E, as applicable, except the compliance date shall be two years after approval of the schedule by the board. Time periods during which a stand-by unit is used to provide replacement services for a unit being altered to comply with the provisions of 9 VAC 5-40-310 A or B shall not be used as the basis for a determination that the stand-by unit exceeded the annual capacity factor criteria of 5.0%.~~

~~c. Any combustion unit with a rated capacity of less than 50,000,000 Btu per hour.~~

~~d. b. Any stationary internal combustion engine with a rated capacity of less than 450 hp of output power.~~

~~e. c. Any incinerator with a maximum capacity of less than 50 tons of waste per day.~~

~~f. d. Any incinerator or thermal or catalytic oxidizer used exclusively as air pollution control equipment.~~

~~g. e. Any generator used solely to supply emergency power to buildings during periods when normal power supplies are interrupted and during periods of scheduled maintenance.~~

D. Emission allocation system.

~~1. This subsection applies only to steam generating units and gas turbines within fuel burning equipment installations not exempted from the requirements of 9 VAC 5-40-310 B by subdivision C 3 of this section.~~

~~2. The maximum allowable nitrogen oxides emissions, expressed as pounds per hour, for a fuel burning~~

equipment installation shall be the product of the total capacity and the applicable emission limit specified in subdivision C 1 a of this section.

3. The allowable nitrogen oxides emissions for a fuel burning equipment installation when operating at less than total capacity, shall be the product of the percent load and emission allocation. The percent load shall be the quotient of the actual load and the rated capacity. The emission allocation shall be determined using procedures set forth in subdivision D 4 of this section.

4. The emission allocation for each of the fuel burning equipment units of the fuel burning equipment installation shall be its designated portion of the maximum allowable nitrogen oxides emissions from the fuel burning equipment installation when operating at total capacity. The portions shall be proposed by the owner initially and determined in a manner mutually acceptable to the board and the owner. Once accepted by the board, the portions may not be changed without the consent of the board.

9 VAC 5-40-890. Definitions.

A. For the purpose of these the Regulations for the Control and Abatement of Air Pollution and subsequent amendments or any orders issued by the board, the words or terms shall have the meanings given them in subsection C of this section.

B. As used in this article, all terms not defined here shall have the meanings given them in 9 VAC 5 Chapter 10 (9 VAC 5-10-10 et seq.), unless otherwise required by context.

C. Terms defined.

"Btu" means British thermal unit.

"Capacity factor" means the ratio of the average load on a machine or equipment for the period of time considered to the capacity rating of the machine or equipment.

"Combined cycle system" means a system comprised of one or more combustion turbines, heat recovery steam generators, and steam turbines configured to improve overall efficiency of electricity generation or steam production.

"Combustion turbine" means an enclosed fossil or other fuel-fired device that is composed of a compressor, a combustor, and a turbine, and in which the flue gas resulting from the combustion of fuel in the combustor passes through the turbine, rotating the turbine.

"Continuous emission monitoring system" or "CEMS" means the equipment required under 9 VAC 5-40-1000 E to sample, analyze, measure and provide, by readings taken at least once every 15 minutes of the measured parameters, a permanent record of NO_x emissions, expressed in tons per hour for NO_x. The following systems are component parts, to the extent consistent with 40 CFR Part 75, in a continuous emission monitoring system:

- a. Flow monitor;
- b. NO_x pollutant concentration monitors;
- c. Diluent gas monitor (O₂ or CO₂);

d. A continuous moisture monitor; and

e. An automated data acquisition and handling system.

"Electric generating unit" means any fossil-fuel fired combustion unit of more than 25 megawatts that serves a generator that produces electricity for sale. A unit that cogenerates steam and electricity and supplies more than one-third of its potential electric output capacity and more than 25 megawatts electricity output to any utility power distribution system for sale shall be considered an electric generating unit.

"Generator" means a device that produces electricity.

"Fossil fuel" means natural gas, petroleum, coal and any form of solid, liquid or gaseous fuel derived from such materials for the purpose of creating useful heat.

"Fossil-fuel fired" means, with regard to a unit:

a. The combustion of fossil fuel, alone or in combination with any other fuel, where fossil fuel actually combusted comprises more than 50% of the annual heat input on a Btu basis during any year starting in 1995 or, if a unit had no heat input starting in 1995, during the last year of operation of the unit prior to 1995; or

b. The combustion of fossil fuel, alone or in combination with any other fuel, where fossil fuel is projected to comprise more than 50% of the annual heat input on a Btu basis during any year; provided that the unit shall be "fossil-fuel fired" as of the date, during such year, on which the unit begins combusting fossil fuel.

"Fossil-fuel fired steam generator" means furnace or boiler, or both, used in the process of burning fossil fuel for the primary purpose of providing steam by heat transfer.

"Fuel burning equipment" means any furnace, with fuel burning equipment appurtenances thereto, used in the process of burning fuel for the primary purpose of producing heat to be utilized by indirect heat transfer, or by indirect production of power. This includes facilities that are designed as boilers to produce steam or heated water and are designed to burn either fossil fuel or refuse derived fuel. It does not include such facilities if designed primarily to burn raw refuse. This includes fuel burning equipment units (both permanently installed units and portable units) used to replace the power used by mobile sources. For the purposes of this article, stationary combustion turbines are considered to be fuel burning equipment.

"Fuel burning equipment installation" means all fuel burning equipment units within a stationary source in operation prior to October 5, 1979.

"Heat input" means the total gross calorific value of all fuels burned.

"mmBtu" means million Btu.

"MWe" means megawatt electrical.

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"Nameplate capacity" means the maximum electrical generating output (in MWe) that a generator can sustain over a specified period of time when not restricted by seasonal or other deratings as measured in accordance with the United States Department of Energy standards.

"Nonelectric generating unit" means a stationary boiler, combustion turbine, or combined cycle system that is not an electric generating unit and has a maximum design heat input greater than 250 mmBtu/hr.

"Opt-in unit" means a unit that would otherwise be an electric generating unit or nonelectric generating unit if not for the size criteria.

"Ozone season" means the period beginning May 1 of a year and ending on September 30 of the same year, inclusive.

"Ozone season heat input" (OSHI) means the product (in mmBtu/time) of the gross calorific value of the fuel (in Btu/lb) and the fuel feed rate into a combustion device (in mass of fuel/time) and does not include the heat derived from preheated combustion air, recirculated flue gases or exhaust from other sources.

"Rated capacity" means the capacity as stipulated in the purchase contract for the condition of 100% load, or such other capacities as mutually agreed to by the board and owner using good engineering judgment.

"Refuse derived fuel (RDF)" means fuel produced from solid or liquid waste (includes materials customarily referred to as refuse and other discarded materials), or both, which has been segregated and classified, with the useable portions being put through a size reduction and classification process which results in a relatively homogeneous mixture.

"Stationary combustion turbine" means any air-breathing internal combustion engine consisting of an air compressor, combustion chamber, and a turbine wheel.

"Stationary internal combustion engine" means an engine in which fuel is burned within a machine in which energy is converted directly into mechanical motion or work. The energy is used directly for the production of power, locomotion or work. Internal combustion engines include, but are not limited to, diesel engines, gasoline engines, and diesel pumps. For the purposes of this article, stationary combustion turbines are not considered to be stationary internal combustion engines.

"Ton" or "tonnage" means any "short ton" (i.e., 2000 pounds). For the purpose of determining compliance with an applicable NO_x emission limitation, total tons for an ozone season shall be calculated as the sum of all recorded hourly emissions (or the tonnage equivalent of the recorded hourly emissions rates), with any remaining fraction of a ton equal to or greater than 0.50 ton deemed to equal one ton and any fraction of a ton less than 0.50 ton deemed to equal zero tons.

"Total capacity" means with reference to a fuel burning equipment installation, the sum of the rated capacities (expressed as heat input) of all units of the installation

which must be operated simultaneously under conditions of 100% use load.

9 VAC 5-40-925. Standard for nitrogen oxides.

A. This section shall apply to existing sources and new or modified sources that are electric generating units or nonelectric generating units. Applicability of this section shall not override terms and conditions of any permit or other regulation of the board that are more restrictive than this section.

B. No owner or other person shall cause or permit to be discharged into the atmosphere any nitrogen oxide emissions in excess of 0.25 lb/mmBtu of heat input or 65% reduction from 1990 emission rates (lb/mmBtu), whichever is less stringent, from any electric generating unit.

C. No owner or other person shall cause or permit to be discharged into the atmosphere any nitrogen oxide emissions in excess of the levels specified in Table 4-4C of 9 VAC 5-40-311 or 46% reduction from 1990 (or another year more representative of normal operating conditions) emission rates (lb/mmBtu), whichever is less stringent, from any nonelectric generating unit.

D. This section shall apply only during the ozone season.

E. The owner of a unit subject to this section shall be in violation of this section if he fails to submit by November 1 of each year (i) documentation to verify compliance with the applicable emission rate limit in this section or (ii) a NO_x emissions compliance demonstration in accordance with 9 VAC 5-40-926.

9 VAC 5-40-926. NO_x emissions compliance demonstration.

A. Compliance with the applicable emission limit set forth in 9 VAC 5-40-925 may also be achieved through a NO_x emissions compliance demonstration meeting the requirements of this section.

B. The NO_x emissions compliance demonstration submitted pursuant to this section may include (i) electric generating units, (ii) nonelectric generating units, (iii) opt-in units or (iv) any combination of subdivisions (i) through (iii) for which a baseline NO_x emission rate has been established through one of the following means:

1. The applicable emission limit in 9 VAC 5-40-925.
2. Any permit issued under 9 VAC 5 Chapter 80.
3. The emission rate established under subdivision G 2 of this section.
4. In cases where no emission rate limit is established under subdivision 1, 2 or 3 of this subsection, the emission rate shall be the emission rate (lb/mmBtu) for the calendar year 1990 (or another year more representative of normal operating conditions) established in a manner acceptable to the board.

C. Compliance with this section shall be demonstrated with the following equation:

$$\sum_{i=1}^n (AOSE_i) \neq \sum_{i=1}^n [(NO_x \text{ Rate}_i) \times (OSHI_i)] + (X) + (Y) + (Z)$$

where:

n is the number of units in the NO_x emissions compliance demonstration (*n* may equal 1);

Ó is the sum of all *i* units;

i is a unit for which a baseline emission rate has been established under subsection B of this section;

AOSE (Actual Ozone Season Emissions) are the total NO_x emissions (measured as if converted to NO₂) from each unit during the ozone season in tons;

NO_x rate is the more restrictive of the unit-specific emission rates established under subsection B of this section;

OSHI (Ozone Season Heat Input) is the total heat input in millions of Btu's to each unit during the ozone season, as determined by continuous monitoring meeting the requirements of 9 VAC 5-40-1000 E;

X is the number of tons of NO_x either purchased (expressed as a positive integer) or sold (expressed as a negative integer) during the ozone season; and

Y is the number of NO_x emission reduction credits generated in accordance with 9 VAC 5-40-928 used during the ozone season.

Z is the number of NO_x emission reduction credits withdrawn from a bank operating under a banking plan that meets the requirements of 9 VAC 5-40-927.

D. Any owner choosing to sell tons of NO_x shall submit a NO_x emissions compliance demonstration to the board by November 1 of each year in which the tons were sold.

E. NO_x emissions compliance demonstrations shall be submitted to the board by November 1 of each year.

F. A complete NO_x emissions compliance demonstration shall include the following elements in a format acceptable to the board:

1. Identification of each unit in the NO_x emissions compliance demonstration;
2. Each unit's applicable emission rate limit;
3. The ozone season heat input limit for each unit (in mmBtu);
4. The calculation for the equation in subsection C of this section;
5. A copy of the documentation required by subsection G of this section.
6. A copy of the documentation for any tons of NO_x sold or purchased to meet the compliance demonstration requirements.

G. The compliance demonstration required by this section may include (i) electric generating units, (ii) nonelectric generating units, (iii) opt-in units or (iv) any combination of

subdivisions (i) through (iii) in other states provided the following conditions are met:

1. The owner provides documentation acceptable to the board that the other state is agreeable to the inclusion of its units in the compliance demonstration.
2. The owner provides documentation which establishes a baseline emission rate in a manner acceptable to the board.
3. The owner provides an air quality analysis showing the impact of the units on the nonattainment or maintenance areas of the Commonwealth unless the units are located in adjacent, contiguous states.

H. The compliance demonstration required by this section may include emission credits generated from early compliance with the requirements of 9 VAC 5-40-925 according to the provisions of 9 VAC 5-40-928.

I. The owner of a unit subject to subsections C and E shall be in violation of this section and the NO_x emissions limit in 9 VAC 5-40-925 if he fails to submit a NO_x emissions compliance demonstration acceptable to the board.

9 VAC 5-40-927. NO_x emissions banking plan.

A. The compliance demonstration required under this section may include emissions credits which are retained in a bank in accordance with a NO_x banking plan approved by the board.

B. Each unit included in a NO_x emissions banking plan shall be a unit for which a baseline emission rate has been established in accordance with 9 VAC 5-40-926 B.

C. The owner of a unit meeting the requirements of subsection B of this section shall submit a NO_x banking plan for approval to the board by April 1, 2004, and, for a revision to an approved NO_x emissions banking plan, by April 1 of each year for which the NO_x emissions banking plan is to become effective.

D. A complete NO_x emissions banking plan shall include any elements specified by the board in a format acceptable to the board.

9 VAC 5-40-928. NO_x emissions early reduction credits

A. The owner of a unit for which a baseline emission rate has been established under 9 VAC 5-40-926 B may generate early reduction credits in the 2002 and 2003 ozone seasons if the following procedures are met:

1. Each unit for which the owner generates any early reduction credits shall reduce its NO_x emission rate, for each ozone season for which early reduction credits are generated, to meet the applicable baseline emission rate established under 9 VAC 5-40-926 B.
2. Early reduction credits are determined based on the unit's heat input for the ozone season control period multiplied by the difference between the applicable baseline emission rate established under 9 VAC 5-40-926 B (in lb/mmBtu) and the unit's NO_x emission rate for the ozone season, divided by 2000 lb/ton, and rounded to the nearest whole number.

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3. The owner shall submit a request for any early reduction credits which shall include documentation certifying that the reductions were achieved. The request is subject to approval and review by the board.

4. Early reduction credits are valid until October 1, 2005. Early reduction credits remaining after this date are permanently retired.

5. The owner may transfer early reduction credits to other owners, including owners in other states, subject to approval by the board.

B. Early reduction credits from sources in other states may be used to demonstrate compliance, provided such credits are certified as reduction credits by the source owner and applicable state air pollution control agency, in a manner acceptable to the board.

9 VAC 5-40-980. Compliance.

A. The provisions of 9 VAC 5-40-20 (Compliance) apply.

B. By (effective date plus six months) owners of affected facilities subject to 9 VAC 5-40-925 shall submit a control program which provides for compliance by May 1, 2004.

9 VAC 5-40-1000. Monitoring.

A. The provisions of 9 VAC 5-40-40 (Monitoring) apply.

B. Unless otherwise approved by the board, owners of fossil-fuel fired steam generators specified in subsection C of this section shall install, calibrate, maintain and operate systems for continuously monitoring and recording specified emissions in accordance with 9 VAC 5-40-40 and 9 VAC 5-40-41.

C. Fossil-fuel fired steam generators of greater than 250 million Btu per hour maximum heat input with an annual average capacity factor of greater than 30% (as reported to the Federal Power Commission for calendar year 1974, or as otherwise demonstrated to the board by the owner) shall be monitored for opacity except where:

1. Gaseous fuel is the only fuel burned, or
2. Oil or a mixture of gas and oil are the only fuels burned and the facility is able to comply with applicable particulate matter and visible emission standards without utilization of particulate matter collection equipment, and where the facility has never been found, through any administrative or judicial proceedings, to be in violation of any visible emission standard.

D. The continuous monitoring system shall be spanned at 80, 90 or 100% opacity.

E. Owners of electric generating units and nonelectric generating units subject to 9 VAC 5-40-925 or choosing to participate in the compliance demonstration in 9 VAC 5-40-926 shall install, calibrate, maintain and operate systems for continuously monitoring and recording specified emissions in accordance with 40 CFR Part 75, Subpart H.

VA.R. Doc. No. R00-152; Filed January 16, 2001, 3:13 p.m.

STATE WATER CONTROL BOARD

Title of Regulation: 9 VAC 25-430-10 et seq. Roanoke River Basin Water Quality Management Plan (amending 9 VAC 25-430-20, 9 VAC 25-430-30, and 9 VAC 25-430-60).

Statutory Authority: § 62.1-44.15 of the Code of Virginia.

Public Hearing Date: March 7, 2001 - 1 p.m.

Public comments may be submitted until April 13, 2001.
(See Calendar of Events section for additional information)

Agency Contact: Kyle Winter, Department of Environmental Quality, 4949-A Cox Road, Glen Allen, VA 23060, telephone (804) 527-5048, FAX (804) 527-5106 or (804) 698-4021/TTY.

Basis: Section 62.1-44.15(13) of the Code of Virginia authorizes the State Water Control Board to establish policies and programs for effective area-wide and basin-wide water quality control and management. Section 62.1-44.15(10) authorizes the State Water Control Board to adopt such regulations as it deems necessary to enforce the general water quality management program of the Commonwealth.

In addition, § 303(e) of the federal Clean Water Act (33 USC § 1251) as implemented by 40 CFR Part 130 requires states to implement water quality management plans.

Purpose: The purpose of the proposed amendments is to increase the wasteload allocations for the Town of Chase City. The town requested increased wasteload allocations for its existing facility which discharges to Little Bluestone Creek. The town's request is based on a 1997 model developed by conducting an intensive stream survey. The increased wasteload allocations would take advantage of higher flows and lower temperatures during winter months.

Substance: The proposed amendments delete the § 303(e) wasteload allocation (BOD₅) for Chase City Regional Sewage Treatment Plant in WQMA VII – Clarksville-Chase City-Boydton, from Table 2 – Wasteload Allocations for Significant Discharges for Selected Alternative (9 VAC 25-430-20), and substitute a reference to Table 3; and add to Table 3 – Wasteload Allocations for Discharges with Tiered Permits (9 VAC 25-430-20), as follows:

Water Quality Management Area (WQMA): WQMA VII

Study Area Name: Clarksville-Chase City-Boydton

Discharger: Chase City Regional STP

Months: Dec-Apr; Flow (mgd): 0.60; Effluent D.O. (mg/l): 7.0; cBOD₅ (lbs/day): 125.22; BOD₅ (mg/l): 25.0¹; Ammonia (mg/l): 3.4; TKN (mg/l): 8.8

Months: May-Nov; Flow (mgd) 0.60; Effluent D.O. (mg/l) 6.0; cBOD₅ (lbs/day): 65.04; BOD₅ (mg/l) 13.0¹; Ammonia (mg/l): 1.8; TKN (mg/l): 4.2

NOTES: 1 cBOD₅/BOD₅ = 25/30

Issues: There are no known disadvantages to the public or the Commonwealth. However, there are advantages to the public and the Commonwealth in that the water quality of Little Bluestone Creek can be maintained while giving relief to the Town of Chase City.

Locality Particularly Affected: The only locality affected by the proposed amendments is the Town of Chase City and the impacts on this locality is positive in that it will allow the town to more effectively manage its limited resources in an effort to protect the health and safety of the citizens of the community and the citizens of the Commonwealth while ensuring maintenance of the beneficial uses of the affected water body.

Public Participation: In addition to any other comments, the State Water Control Board is seeking comments on the costs and benefits of the proposal.

Anyone wishing to submit written comments for the public comment file may do so at the public hearing, by mail or by email to: jpalmore@deq.state.va.us. Written comments must include the name, address and phone number of the commenter. In order to be considered, the comments must be received by the close of the comment period on April 13, 2001. Oral comments may be submitted at the public hearing on March 7, 2001.

Department of Planning and Budget's Economic Impact Analysis: The Department of Planning and Budget (DPB) has analyzed the economic impact of this proposed regulation in accordance with § 9-6.14:7.1 G of the Administrative Process Act and Executive Order Number 25 (98). Section 9-6.14:7.1 G requires that such economic impact analyses include, but need not be limited to, the projected number of businesses or other entities to whom the regulation would apply, the identity of any localities and types of businesses or other entities particularly affected, the projected number of persons and employment positions to be affected, the projected costs to affected businesses or entities to implement or comply with the regulation, and the impact on the use and value of private property. The analysis presented below represents DPB's best estimate of these economic impacts.

Summary of the proposed regulation. In response to the requests by Chase City, the proposed regulation increases the wasteload allocations in the plan for the Chase City Municipal Sewage Treatment Plant (STP).

Estimated economic impact. Chase City Municipal STP is located in Mecklenburg County and discharges its wastewater to Little Bluestone Creek. Operations of the STP are conducted under the Virginia Pollutant Discharge Elimination System and a permit is required. Conditions of the permit are based on a wasteload allocation specified in the Roanoke River Basin Water Quality Management Plan. A 1975 study established the waste load allocations for the Chase City Municipal STP. The study employed a multiple regression equation estimated from the data on various waterbodies in the Tennessee Valley.

The Department of Environmental Quality (DEQ) indicated that the Chase City Municipal STP has been experiencing some difficulty in complying with its permit. Recently, the town requested increased wasteload allocations for their STP. Their request is based on a 1997 simulation study performed by B&B Consultants hired by Chase City. The study used site-specific data from an intensive stream monitoring survey and other field investigations conducted by DEQ staff. The methodology and the results of the study were reviewed and found appropriate by DEQ. Additionally, DEQ believes that

the results of the new study are more accurate than the results of 1975 study because of the site-specific data employed and the sophisticated nature of the study.¹

The proposed changes to this regulation incorporate the results of the new study and increase the wasteload allocations in the plan for the Chase City Municipal STP. Thus, Chase City Municipal STP will be allowed to discharge more pollutant into Little Bluestone Creek than the current level and still comply with the water quality standards.

In the absence of the proposed changes, Chase City Municipal STP would be frequently out of compliance with its permit and could be subject to a fine of \$25,000 per day.² Chase City requested the increase in its wasteload allocations because of the difficulty in complying with the permit.

Another option for Chase City Municipal STP would be upgrading the plant. This option would require building a filter facility. DEQ indicated that upgrading the plant would cost at least \$100,000.

According to DEQ, the water quality would be slightly lower than its current level after increasing the wasteload allocations; however, the water quality standards will still be met. DEQ believes that the additional permitted discharge would not significantly impact the natural ecosystems. Thus, the costs of the proposed changes to the regulation are expected to be small.

In short, the proposed regulation is likely to produce benefits by avoiding the potential noncompliance fines or the costs associated with upgrading the current STP. Negative effects on the natural ecosystems are expected to be minor. Thus, it is reasonable to expect that the proposed regulation have the potential to reap some net economic benefits.

Businesses and entities affected. The entity primarily affected will be the Chase City Municipal STP.

Localities particularly affected. This proposed regulation will specifically affect the town of Chase City.

Projected impact on employment. The proposed regulation is not expected to significantly affect employment.

Effects on the use and value of private property. The proposed changes are not expected to affect the use and value of private property.

Agency's Response to the Department of Planning and Budget's Economic Impact Analysis: The department has reviewed the economic impact analysis prepared by the Department of Planning and Budget and has no comment.

Summary:

The proposed amendment increases the BOD₅ wasteload allocations in the plan for the Chase City Municipal Sewage Treatment Plant.

¹ The Virginia Institute of Marine Science indicated that the site-specific data used in the study would increase the accuracy of the method.

² Source: Department of Environmental Quality

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9 VAC 25-430-20. State water quality goals.

A. Present policy and existing situation. The overall water quality goal of the state is to insure that surface and groundwaters are maintained at the highest possible levels that are economically feasible. The SWCB carries out this policy by instituting programs that upgrade the quality levels of waters in which the water quality standards are violated, and that maintain existing levels where the quality is higher than the minimum standards.⁶ At least once each three-year period, the SWCB conducts public hearings for the purpose of receiving comments on applicable water quality standards and, as appropriate, modifying and adopting revised standards.⁷ When applied to the Roanoke River Basin, these goals call for water quality in the streams and reservoirs which is adequate for public water supplies, for recreational activities, and for the protection and propagation of fish and aquatic life.⁸

State adopted water quality goals can be met by regulating and controlling the quantities of pollutants discharged into surface and groundwaters. The National Pollutant Discharge Elimination System (NPDES) provides a procedure which regulates quantities of pollutants, including materials toxic to fish and aquatic life, being discharged from municipal sewerage and industrial wastewater outfalls, i.e., quantities of point source pollutants. These limits of pollutant levels and resulting wastewater treatment requirements may be modified periodically as required by federal or state statute.⁹

B. Mathematical analysis of the basin. Analysis of a basin such as the Roanoke for required waste treatment levels is best accomplished by subdividing it into a series of segments, determined on the basis of water quality and hydrologic characteristics. These segments are classified as either effluent limitation or water quality, according to the degree of treatment necessary for attainment of established water quality goals.¹⁰ Effluent limitation segments are those in which the water quality goals will be met after municipal facilities have "secondary treatment" level capabilities, and industrial facilities have "best practicable technology" (BPT) in their treatment plants. Water quality segments are those requiring treatment levels higher than the foregoing levels in order to meet the standards.¹¹ In the consultant's report, segments were classified "Effluent" if streams receive only minor discharges, have no known water quality problems, and along which no population or industrial growth is anticipated. BPT will be sufficient to comply with state and EPA regulations. BPT is a technical term defined in P.L. 92-500 and generally defines national minimum level of treatment for various industries. Segments with existing or anticipated water quality problems were classified "effluent limitation." BPT will be sufficient to correct these problems in the near future, although rapid growth may require a higher degree of treatment at a later date.

The exact treatment levels required of each discharger in a water quality segment are determined using a wasteload allocation system. This allocation is based on biological, chemical and hydrologic characteristics of the stream segment, and on the economic aspects of the segment watershed area.

Presented in Table 1 are the segment classifications for the waters of the Roanoke basin. Since the classification system is functionally dependent upon waste flows, levels of treatment, and growth, it follows that some streams will be reclassified in the future as conditions change. It should be pointed out that implementation of the goals of BAT by 1983 and zero discharge by 1985 could completely change the classification system. Secondary treatment, BPT and stream assimilation capacities were used as the foundation for the formulation of wasteload allocations. Based on these requirements, total loadings with respect to the major constituents (BOD₅, suspended solids, nitrogen, and phosphorus) were generated for each existing and potential discharger depending upon the treatment levels which were deemed necessary to meet water quality standards. In segments with two or more dischargers three methodologies were examined. The equal treatment method was used in this river basin plan for areas with existing and future multiple dischargers.

1. Equal treatment: all dischargers provide equal treatment, i.e., the same removal efficiency of 90% or better for BOD₅ and suspended solids.
2. Equal effluent: all dischargers provide the same effluent concentrations, i.e., 30 mg/l or less for BOD₅ and suspended solids.
3. Population equivalent: industrial waste and other dischargers converted to population equivalent, i.e., 240 mg/l of BOD₅ and suspended solids for raw waste concentrations.

Presented in Tables 2 and 3 are the wasteload allocations for significant dischargers in the basin. Although BOD₅ is the only constituent for which allocations are established, other major components are presented as suggested NPDES permit numbers in the consultant's report.

It must be stressed that these numbers represent only a preliminary evaluation based on limited data and should be further investigated with detailed field data especially in areas where higher than secondary levels of treatment have been suggested.

For the Roanoke River Basin, the segments were analyzed using the TVA flat water equation corrected for stream slope.¹² This mathematical formula yields the number of pounds per day of five-day biochemical oxygen demand (BOD₅) which can be discharged. The TVA flat water equation was utilized for stream water quality analysis and for allowable amounts of wastewater discharges in this basin. This formula was selected because its parameters require less extensive field data than do other equations, such as Streeter-Phelps. Given the comparatively limited amounts of data for much of the Roanoke Basin area, the use of the TVA equation presently appears to be the most expeditious approach for stream water quality analysis. As more data becomes available, alternative methods of analysis can be considered, and in future updates of this plan, the appropriate action items can be amended to reflect use

of these other equations and methods of analysis. Depending on the scope of either the data collection efforts or the analysis, such alternative analyses can be applied either to the entire basin or to specific portions of it. Further discussion on the TVA equation and its capabilities and limitations are found on page 944 through 949 of the Volume V-A report and a discussion of wasteload allocations for the basin is given on page 210.

C. Board actions to meet water quality goals. The following board actions will be taken:

1. Adopt the segment classifications given in the basin planning report to amend those given in the State Continuing Planning Process 1973-74;^{13,14} and
2. Utilize the TVA flat water equation to determine the total assimilation capacity of each stream segment, and assure that these assimilation capacities are not exceeded by discharge levels allowed under the NPDES Program; and
3. Direct that the mathematical analyses of the water quality segments in this basin be continued as additional data becomes available.

⁶ Commonwealth of Virginia, State Water Control Law, § 62.1-44.2; § 62.1-44.36.

⁷ P.L. 92-500, Section 303(c).

⁸ SWCB, Water Quality Standards §§ 1.01, 1.03 through 1.06, 2.01, 2.02, 4.02, 4.03 (9 VAC 25-260-5 et seq.).

⁹ P.L. 92-500, Section 402.

¹⁰ Hayes, Seay, Mattern & Mattern, Roanoke River Basin Comprehensive Water Resources Plan, Volume V-A, pp. 183-227; 944-1130.

¹¹ P.L. 92-500, Sections 301 and 302.

¹² Hayes, Seay, Mattern & Mattern, Roanoke River Basin Comprehensive Water Resources Plan, Volume V-A, pp. 945-949.

¹³ Ibid, pp. 204-209.

¹⁴ SWCB, 1973-74 Continuing Water Quality Planning Process, pp. 1-8.

TABLE 1.
STREAM SEGMENT CLASSIFICATION
ROANOKE RIVER BASIN WATER QUALITY
MANAGEMENT PLAN.

Classification	Segment Description
WQMA IV E	All tributaries to the Roanoke River not previously classified in this WQMA.
WQMA V E	Roanoke River and all tributaries in this WQMA.
WQMA VI WQ EL E	Ash Camp Creek. Twittys Creek. Roanoke Creek to include all tributaries not previously classified in this WQMA.

WQMA VII WQ	Banister River from confluence of Polecat Creek to confluences of Dan and Banister Rivers (river only).
EL	Dan River from confluence of Miry Creek to backwaters of Kerr Reservoir (river only).
WQ	Kerr Reservoir.
WQ	Little Bluestone Creek.
WQ	Butcher Creek.
WQ	Flat Creek.
E	All tributaries to Kerr Reservoir, Dan River and Banister River not previously classified in this WQMA.
E	Roanoke River from confluence of Clover Creek to headwaters of Kerr Reservoir.
E	All tributaries to the Roanoke River in this WQMA not previously classified.

WQMA VIII E	Hyc0 River from the NC-VA state line to its confluence with the Dan River to include all tributaries.
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WQMA IX E EL EL E	Banister River through this WQMA. Georges Creek. Cherrystone Creek. All tributaries to Banister River not previously classified in this WQMA.
-------------------------------	--

WQMA X E	Dan River from the NC-VA state line to one mile above the confluence of Sandy River (river only).
E	Sandy River to include all tributaries.
WQ	Dan River from one mile above confluence of Sandy River to NC-VA line.
E	Dan River from NC-VA line to confluence of Miry Creek.
E	All tributaries to the Dan River in Virginia not previously classified in this WQMA.

WQMA XII E	Smith River from its headwaters to Philpott Dam.
WQ	Smith River from Philpott Dam to the NC-VA state line.
EL	Marrowbone Creek.
EL	Leatherwood Creek.
E	All tributaries to the Smith River not previously classified in this WQMA.

WQMA XIII E	North Mayo River from its headwaters to the NC-VA state line to include all tributaries.
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WQMA XIV E	Headwaters South Mayo River to confluence of North Fork South Mayo River.
EL	South Mayo River from confluence with North Fork to NC-VA line.

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E All tributaries of the South Mayo River not previously classified in this WQMA.

WQMA XV

E All streams in this WQMA.

Source: Hayes, Seay, Mattern & Mattern

TABLE 2.
WASTELOAD ALLOCATIONS FOR SIGNIFICANT DISCHARGES FOR SELECTED ALTERNATIVE ROANOKE RIVER BASIN WATER QUALITY MANAGEMENT PLAN.

Water Quality Management Area (WQMA)	Study Area Name	Discharger	Stream Name	Segment Classification	303(e) Wasteload Allocation BOD ₅ lbs/day
WQMA IV	Appomattox	Appomattox STP	Falling R.	EL	100.00
WQMA IV	Brookneal	Brookneal STP and Burlington Ind. - Brookneal	Roanoke R.	EL	1381.20
WQMA IV	Rustburg	Rustburg STP	Molleys Cr.	WQ	17.94
WQMA VI	Drakes Branch	Drakes Branch and Burlington Ind. - Drakes Branch	Twittys Cr.	EL	27.82
WQMA VI	Keysville	Keysville and Virginia Crafts	Ash Camp Cr.	WQ	48.00 ¹
WQMA VII	Clarksville - Chase City - Boydton	Chase City Regional STP	Little Blue Stone Cr.	WQ	32.52 N/A ¹
		Boydton	Coleman Cr.	EL	N/A ¹
		Clarksville STP	Kerr Reservoir	WQ	131.00
		Burlington Industries - Clarksville	Kerr Reservoir	WQ	1793.00
WQMA VII	South Boston - Halifax - Scottsburg - Clover	South Boston STP	Dan R.	WQ	1854.00
		Halifax STP, Halifax Cotton Mills, Burlington Ind. - Halifax and Scottsburg STP	Banister R.	WQ	584.84
		Clover	Clover Cr.	EL	8.76
WQMA VII	South Hill - Lacrosse - Brodnax	South Hill, Lacrosse and Brodnax	Flat Cr.	WQ	N/A ¹
WQMA VII	Virgilina	Virgilina	X-Trib. to Wolfpit Run	EL	13.00
WQMA IX	Chatham - Gretna	Chatham	Cherrystone Cr.	EL	125.22
		Gretna	Georges Cr.	EL	100.00
WQMA X	Dan River	Danville and U.S. Gypsum	Dan R.	WQ	4407.00
		Dan River, Inc.	WILL DISCHARGE PROCESS WATER TO THE CITY OF DANVILLE STP		
WQMA XII	Smith R.	Henry County PSA-Upper Smith R. STP	Smith R.	WQ	567.00
		Collinsville STP	CONNECTED TO UPPER SMITH R. STP		
		Fieldcrest Mills	CONNECTED TO UPPER SMITH R. STP		
		E. I. duPont	Smith R.	WQ	503.00
		Martinsville STP	Smith R.	WQ	1500.00
		Henry County PSA-Lower Smith R. STP	Smith R.	WQ	567.00
WQMA XIV	Stuart - Patrick Springs	Stuart STP	S. Mayo R.	EL	141.90
		United Elastic Patrick Springs	S. Mayo R.	EL	8.38

WQMA XIV NONE United Elastic Woolwine Smith R. EL 192.00

NOTES:

¹ See Table 3.

**TABLE 3.
WASTELOAD ALLOCATIONS FOR DISCHARGERS WITH TIERED PERMITS
ROANOKE RIVER BASIN WATER QUALITY MANAGEMENT PLAN.**

Water Quality Management Area (WQMA)	Study Area Name	Discharger	Months	Flow (mgd)	Effluent D.O. (mg/l)	CBOD ₅ (lbs/day)	BOD ₅ (mg/l)	Ammonia (mg/l)	Total Kjeldahl Nitrogen (mg/l)
WQMA VI	Keysville	Keysville	Jan.- Feb.	0.250	3.0		23.0	10.0	
			Mar.- Nov.	0.250	3.0		23.0	2.0	
			Dec.	0.250	3.0		23.0	10.0	
WQMA VII	South Hill- Lacrosse- Brodnax	South Hill	Jan.- Feb.	1.000	6.5	250.00	30.0	20.0	
			March	1.000	6.5	250.00	30.0	5.0	
			Apr.- May	1.000	6.5	83.00	10.0	1.0	
			June- Sept.	1.000	6.5	75.00	9.0	1.0	
			Oct.	1.000	6.5	83.00	10.0	1.0	
			Nov.	1.000	6.5	142.00	17.0	5.0	
WQMA VII	Clarksville-Chase City-Boydton	Boydton	May- Nov.	0.360	5.0	39.1	13.0 ¹		3.0
			Dec.- Apr.	0.360	5.0	75.1	25.0 ¹		
WQMA VII	Clarksville-Chase City-Boydton	Chase City	May- Nov.	0.600	6.0	65.04	13.0 ¹	1.8	4.2
			Dec.- Apr.	0.600	7.0	125.22	25.0 ¹	3.4	8.8

NOTES:

¹ CBOD₅ (CBOD₅/BOD₅=25/30).

9 VAC 25-430-30. Municipal and industrial wastes.

A. Regional service areas. Regional sewerage service areas identified in this basin are shown on Plate 1, and the corresponding sewerage system and treatment works data are presented in Table 4.¹⁵ The Greater Roanoke Metropolitan Area is one of these service areas, and is also included in an areawide water quality management plan as authorized by Section 208 of P.L. 92-500. This "208" Plan provides a further detailed water quality management strategy for this basin's headwaters area.¹⁶

Of the 22 study areas identified, 11 are to have secondary treatment plants, and eight others are to have treatment levels higher than secondary. For the remaining three areas, nonconventional treatment methods, such as land disposal, are recommended.

B. Wastewater treatment plants. Industrial and municipal wastewater discharge locations in the basin watershed area are given in Table 5 and are shown on Plate 2.¹⁷ Raw water sources are also shown on Plate 2. Table 5 indicates if these individual discharges are in one of the regional service areas listed in Table 4, and whether it is to be connected to a regional service area facility. The wasteload allocation

process described in the preceding section takes into account these isolated dischargers as well as those located in the regional service areas.

Section 201 of P.L. 92-500 authorizes grants for construction of municipal sewage treatment works and associated sewage interceptor facilities. This grant program consists of three steps. Step I is the planning and feasibility phase, Step II is the design phase and Step III is the actual construction of the facility. The status of the facilities grant as of May 1976 for facilities within the sewerage service area is given in Table 4 and for facilities outside the sewerage service area in Table 5.

Grants for sewerage systems and treatment works that have not been considered in any grant program of any fiscal year through 1976 are to be considered for Step I grants in fiscal year 1977. Table 6 shows the sewerage system and treatment works projects which are expected to be constructed within the Roanoke River Basin in fiscal year 1977 based on the statewide priority points.

C. Policies for point source discharges. Population and industrial output of many of the sewerage service areas are expected to grow, giving rise to needs for increased capacity

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for waste treatment, either by traditional methods or by such alternatives as waste recycling or waste source control. In 1971, the SWCB established the following policy regarding allowable wastewater flow and discharge:

Area, p. 26, Virgilina Study Area, pp. 32-33; Pamplin City Study Area, p. 28.

1. When the average flow influent to a sewage treatment works for any consecutive three-month period reaches 80% of the SWCB approved design capacity, the owner shall submit to the board, within 90 days, an analysis of projected loadings, and shall submit proposed plans for increasing the treatment works capacity, including proposed methods of financing, unless the owner can demonstrate, in writing to the satisfaction of the board or its staff, that an increase in treatment capacity is not required at that time.

2. When the average flow influent to a sewage treatment works for any consecutive three-month period reaches 95% of the SWCB approved design capacity, the jurisdictions using this plant shall terminate the issuance of permits which allow start of construction of projects in the affected area, and shall submit a plant expansion program to the board for its review and approval before granting any additional such permits.¹⁸

D. Board actions for point source discharges. The following board actions will be taken:

1. Issue discharge permits consistent with projected area growth and development plans;

2. Continue the waste treatment facility construction grants program to achieve or maintain the required wastewater treatment levels;

3. Issue and enforce discharge certificates to those communities, industrial firms, and institutions isolated from the designated sewerage system service areas or not connecting to any central facility, or both;

4. Require, whenever practicable, owners that generate future wastewater loads within the service areas to discharge to the appropriate sewerage service area;

5. Issue state certificates for proposed zero discharge systems; and

6. Consider and evaluate cost effective nonconventional proposals for service and wastewater treatment.¹⁹

¹⁵ Hayes, Seay, Mattern & Mattern, Roanoke River Basin Comprehensive Water Resources Plan, Volume V-A, pp. 8-45; 331-814.

¹⁶ Moore, Gardner & Associates, 208 Areawide Wastewater Management Plan, Summary Report, pp. 6-2 through 6-20; Appendix 5, pp. 1-34.

¹⁷ Hayes, Seay, Mattern & Mattern, Roanoke River Basin Comprehensive Water Resources Plan, Volume V-A, pp. 4-8; 47-84; 197-112; 1131-1172.

¹⁸ Commonwealth of Virginia, State Water Control Law (§ 62.1-44.2 et seq. of the Code of Virginia), Policy for Sewage Treatment Plant Loadings, adopted May 12, 1971, effective June 23, 1971.

¹⁹ Hayes, Seay, Mattern & Mattern, Roanoke River Basin Comprehensive Water Resources Plan, Volume V-A, Rustburg Study

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TABLE 4.
SEWERAGE SERVICE AREAS.

SSA ¹	Municipality	Receiving Stream Classification ²	NPDES Limits ³			Status of Applicable ⁴ Section 201 Programs May 1976
			Flow (mgd)	BOD ₅ (lbs/day)	SS (lbs/day)	
K	Appomattox	EL	0.170	42.55	42.55	
		EL	0.054	*9.48/ 13.45	27.12	
BB	Bassett		Not applicable ⁵			To be served by Henry County Regional Plant
X	Brodnax		Not applicable ⁵			To be served by South Hill
J	Brookneal	EL	0.078	31	31	No grant application yet submitted
		EL	0.082	33	33	
M	Charlotte C.H.		Required permit to be issued ⁶			Continue use of existing community septic tank system; to be rated for grant in Fiscal Year 1977
U	Chase City	WQ	0.4	*30/50	*30/50	No grant application yet submitted
		WQ	0.28	442	442	
Z	Chatham	EL	0.45	113	113	
V	Clarksville	WQ	0.35	380	292	No grant application yet submitted
Q	Clover		0.35	8.76	8.76	
BB	Collinsville		Not applicable ⁵			STP to be abandoned and area served by Henry County Regional Plant
AA	Danville (2 plants)	WQ	24.0	4203	4203	Construction completed in Spring 1976
		WQ	15.0	2127	3735	
N	Drakes Branch	EL	0.0575	75	58	Step I to be submitted Fiscal Year 1976
BB	Fieldale		Not applicable ⁵			To be served by Henry County Regional Plant
Y	Gretna	EL	0.230	58	58	
R	Halifax	WQ	0.300	75	75	
BB	Henry County PSA Upper Smith R. STP	WQ	4.0	564	1001	
Not Shown	Henry County PSA Lower Smith R. STP	WQ	4.0	567	1001	
P	Keysville	WQ	0.25	**	62	
X	LaCrosse	WQ	0.072	29	29	To be served by South Hill
		WQ	0.04	16	16	
BB	Martinsville	EL	8.0	1500	2002	
G	Motley		Not applicable ⁵			Continue use of individual septic tanks
L	Pamplin City		Not applicable ⁵			No grant application yet submitted
CC	Patrick Springs		Not applicable ⁵			Continue use of individual septic tanks
H	Rustburg	WQ	0.156	62	62	Step III submitted; construction to begin Summer 1976
S	Scottsburg		Not applicable ⁵			To be served by South Boston; Step I for connection to be submitted Fiscal Year 1976
R	South Boston	EL	1.3	1410	1410	Construction completed in December 1976
X	South Hill	E	1.00	**	251.33	

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BB	Stanleytown		To be served by Henry County Regional Plant
CC	Stuart	Required permit to be issued ⁶ 0.30 130 47.5	Construction completed March 1976
F	Timberlake	Not applicable ⁵	To be served by Lynchburg in James River Basin
T	Virgilina	Not applicable ⁵	No grant application yet submitted

NOTES:

- ¹ Sewerage Service Areas (SSA) shown on Plate 1.
- ² Effluent Limiting (EL) or Water Quality (WQ).
- ³ For existing sewage treatment facility.
- ⁴ For new sewage treatment facility.
- ⁵ No existing or future sewage treatment plan planned, wastes to be transferred to other sewerage service areas.
- ⁶ No existing discharge but new sewage treatment plan is under construction or planned.
- * Seasonal NPDES allowable loading: April to September/October to March.
- ** See Table 3 in 9 VAC 25-430-20.

Source: Hayes, Seay, Mattern & Mattern

TABLE 5.
WASTEWATER POINT DISCHARGERS.

Waste Source Number	Wastewater Point Discharger
APPOMATTOX COUNTY	
240 **@	Appomattox Country Club
241	Town of Appomattox
242 *	Maude's Restaurant
CAMPBELL COUNTY	
231 **@	Yellow Branch Elementary School
232 *	Rustburg High School
233 *	Rustburg Sanitation
234 **	Field Unit #9
235 **@	William Camp High School
236	Town of Brookneal #1
237	Town of Brookneal #2
238 *	Universal Electric
239 #	Burlington Industries
CHARLOTTE COUNTY	
243 **@	J. H. Jefferess Elementary School
244 **@	Phenix Elementary School
245 **@	Bacon District Elementary School
246 **@	Reynolds Laundry
247 **@	Phenix Car Wash
248 **@	Kyanite Mining
249 *	Randolph Henry High School
250 *	Central Elementary School
251 *	Central Junior High School
252 *	Charlotte City Sewage
253 #@	Virginia Crafts
254	Town of Keysville
255 #	Burlington Industries
256 *	Town of Drakes Branch
257 **@	Spaulding Box Factory
258 **@	Cardinal Homes

MECKLENBURG COUNTY

292 **@	Kieffer Yancey's Restaurant
293 **@	Newton's Trailer Park
294 **@	Little Buffalo Exxon
295 *	Lighthouse Motel
296	Town of Clarksville
297 **	Burlington Industries (Clarksville)
298 #	Burlington Industries (Clarksville)
299 **@	Marifield Apartment & Trailer Park
300 **@	Hopkins Car Wash
301 **@	Occoneechee State Park
302 * @#	Bluestone Junior High School
303 **@	Bluestone Senior High School
304	Town of Chase City
306 *	Virginia Home, Inc.
307	Town of Boydton
308 **@	Correction Field Unit #4
309 **@	Buckhorn Primary School
310 **@	South Hill Motel & Restaurant
316	Town of South Hill
318 **@	LaCrosse Primary School
320 **@	Parker Oil Company

PITTSYLVANIA COUNTY

183 **@	Tunstall High School
184 **@	Carriage Hill Trailer Court
185 **@	City View Forest Park
186 **@	Faith Home Inc.
187 *	Westover Mobile Homes
188 **@	C & W Mobile Home Court
189	Dan River Mills
191	City of Danville
192 #	U. S. Gypsum Company
193	Lorillard, Inc.
194	Goodyear Tire & Rubber Company
195	Cornings Glass Works
196 **@	Lakewood Exxon Truck

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197 * Baptist Tabernacle
 198 *#@ Danville Airport
 199 *#@ Hughes Memorial Home
 200 *#@ Dan River High School
 201 *# Chatham High School
 202 Town of Chatham
 203 *#@ Field Unit #15
 204 *#@ Union Hall Elementary School
 205 *#@ Star Paper Tube
 206 *#@ Southern Railway Diesel Shop
 207 *#@ Smith Douglas Fertilizer
 208 *#@ Whitehead Trailer Park
 209 Town of Gretna
 210 *#@ Mr. Airy Elementary School
 211 * Betterton Car Wash
 212 *#@ Vulcan Materials
 213 * Zimmerman's Laundry
 214 * Dibrell Brothers
 215 *#@ Alderson's Trailer Court
 216 *#@ Dodson's Trailer Park
 217 * Smith Mountain Lake Picnic
 218 # Klopman Mills
 219 # Freeman Chemicals
 219-A Dibrell Brothers
 219-B Disston Tool Company

PATRICK COUNTY

104 *#@ Joe Alkins
 105 *@ United Elastic
 106 *#@ Groundhog Mountain, Inc.
 108 Town of Stuart
 109 * Patrick City High School
 110 * United Elastic Company
 111 * Patrick Memorial Hospital
 112 United Elastic
 113 * East Hampton Rub. Thr.
 114 * Carnation
 115 * Panill Knitting
 135-7 # E. I. duPont
 138 * Holiday Inn
 140 * Virginia Carolina Truck
 141 Henry County PSA

HALIFAX COUNTY

260 *#@ Mac's Washer
 261 *#@ Sydnor Junior Elementary School
 262 *#@ Meadville Elementary School
 263 *#@ Clay's Mill Elementary School
 264 *#@ Southern Mobile Homes
 265 *#@ Scottsburg Elementary School
 266 *#@ Carson Anderson Car Wash
 267 * Lakewood Trailer Park
 268 * Crabtree Trailer Park
 269 Vulcan Materials
 270 * South Boston Speedway
 271 * J. P. Stevens
 272 City of South Boston
 273 * Oak Hill Subdivision
 274 * Fordland
 275 * Highland Hills Subdivision
 276 * Love Shop Mobile Home
 277 * C. D. Ragland Car Wash
 278 *# Burlington Industries

279 # Burlington Industries
 280 Town of Halifax
 281 * Sinai Elementary School
 282 * Hightower Trailer Court
 283 # Halifax Cotton Mill
 284 *#@ Birchland Park Laundry & Store
 285 *#@ Tucker's Trailer Court
 286 * Hillcrest Motel
 287 * Banner Warehouse
 288 *#@ Chester Springs Elementary School
 289 *#@ S. of Dan Elementary School
 290 *#@ Chester Springs Academy
 291 * Virgilina Elementary School

HENRY COUNTY

116 *#@ State Road Camp #28
 117 *#@ J. D. Rea Laundry
 118 *@ Spencer Court Subdivision
 119 *@ G. W. Carver High School
 120 *@ Carver Estates
 121 * Greenbrier
 122 *#@ Plasters Trailer Court
 123 * Ridgeway Elementary School
 124 * Drewry Mason High School
 125 * Ridgeway Trailer Park
 126 * Henry County Plywood
 127 *@ Penn's Trailer Park
 128 * Cravely Furniture
 129 * Countryside Trailer Park
 130 * Ponderosa Trailer Park
 131 City of Martinsville
 132 * Town House Motel
 133 * Eastwood Subdivision
 134 # Bassett Walker Knitting Company
 142 Fieldcrest Mills
 143 * Riverside Shopping Center
 144 * Martin Processing
 145 * Stanley Furniture
 146 * Travel Lodge
 147 * Bassett High School
 148 * J. D. Bassett #1
 149 * J. D. Bassett #2
 150 * Bassett Chair Company
 151 * Bassett Furniture Plant
 152 * Bassett Office Building
 153 * Bassett Superior Line & Table Plant
 154 * Bassett Mirror
 155 * Bassett Stanleytown
 156 *#@ Stone Hollow Subdivision
 157 * Lakeview Trailer Park
 158 *@ Fairways Acres
 159 *@ Patrick Henry Land Investment Corp.
 161 *#@ Moran's Trailer Court
 162 *#@ Longview Trailer Park
 163 *#@ Green Acres Trailer Park
 164 *#@ Beechwood
 165 * People Car Wash
 166 * Piedmont Car Wash
 167 *#@ Moose Lodge

168 **@	Atkins Construction Co. Sub.
169 *	Reed Water Company
170 *	Winns Laundry
171 *	Patrick Henry Country Club
172 **@	Serwood Manor Apartments
173 *	Martinsville Water Plant
174 *	Laurel Park
176 **@	Camp Branch Hills
178 **@	Pasadena Knoll Subdivision
179 **@	Pigg City, Inc.
180 **@	Mt. Olivet School
181 **@	Leatherwood Elementary School
182 **@	Campbell Elementary School

NOTES:

* Minor dischargers (less than 50,000 gallons per day).

No provision to tie into sewerage service area.

@ Not inside sewerage service area boundaries.

Source: Virginia State Water Control Board

PLATE 2.
ROANOKE RIVER BASIN.
POINT DISCHARGE AND WATER WITHDRAWAL LOCATIONS
SOLID WASTE DISPOSAL SITES.

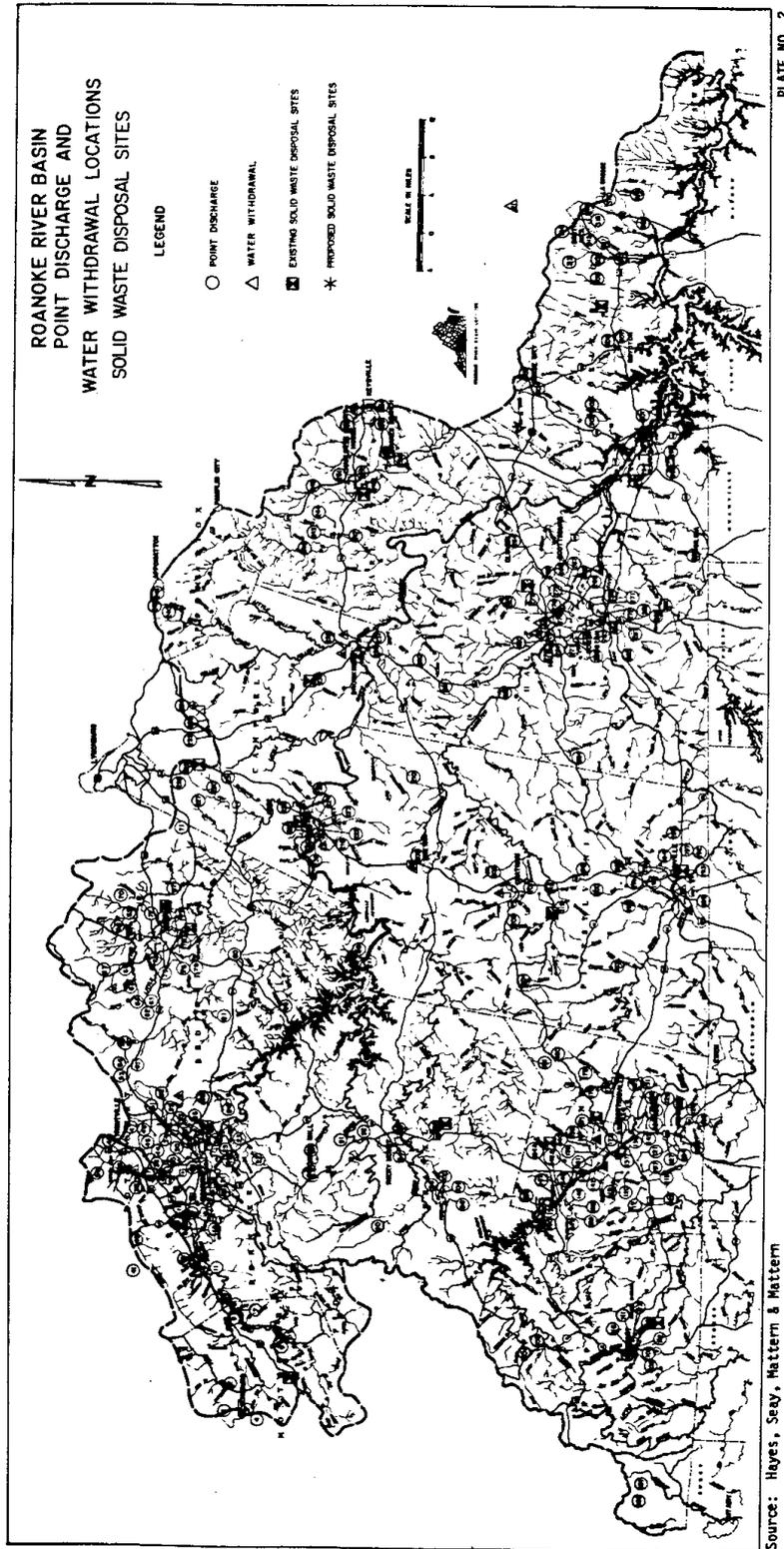


TABLE 6.
FISCAL YEAR 1977 CONSTRUCTION GRANT PRIORITIES.

Project	*Population Served	Statewide Priority Points	Remarks
Brodnax	750	2.69	Served by South Hill Regional STP not currently financed
Brookneal, Town of Sewage Treatment Plant w/Collection System	1,282	4.60	Present considerations in Keysville-Drakes Branch, Step I borderline health hazard
Charlotte Court House	350	2.69	Extensive Infiltration/Inflow Problems
Clover	406	2.00	
Danville, City of Infiltration/Inflow Evaluation and Correction	71,541	4.30	
Gretna, Town of Upgrade Treatment	1,390	11.30	
Pamplin, Town of Sewage Treatment Plant w/Collection System	286	2.00	
Ridgeway, Town of Interceptor and Collector	2,836	2.69	
Virgilina	320	2.00	
Volens	200	2.00	

NOTE:

*Based on 1980 population projection.

Source: State Water Control Board

9 VAC 25-430-60. Amendments to the plan.

The following amendment was adopted by the board by Letter Ballot No. 4418 on July 31, 1978:

Town of Appomattox: The plan's recommendation was amended to reflect the findings of a detailed stream analysis of Falling River. The modified Streeter-Phelps model, utilizing actual field data, resulted in a wasteload allocation of 100 lbs/day BOD₅ as opposed to the originally recommended 56 lbs/day for the EL segment. A treatment efficiency of 90% and an effluent dissolved oxygen content of 7 mg/l would be required for the 0.500 MGD designed facility.

The following amendments were adopted by the board at its September 25, 1979, meeting:

Town of Chatham: The plan's recommended alternative was amended to reflect the findings of a detailed stream analysis of Cherrystone Creek. The TVA model, utilizing actual field data, yielded a wasteload allocation of 125 lbs/day BOD₅ as opposed to the originally recommended 71 lbs/day for the EL segment. A treatment efficiency of 87.5% and an effluent dissolved oxygen content of 7 mg/l would be required for the 0.54 MGD designed facility.

Town of Gretna: The plan's recommended alternative was amended to reflect the findings of a detailed stream analysis of Georges Creek. The TVA model, utilizing actual field data, resulted in a wasteload allocation of 100 lb/day BOD₅ as opposed to the originally recommended 41 lbs/day for the EL segment. A treatment efficiency of

87.5% and an effluent dissolved oxygen content of 5 mg/l would be required for the 0.38 MGD designed facility.

The following amendments were adopted by the board at its December 6, 1982, meeting:

Town of Clover: The plan recommended that the town be served by the City of South Boston STP. The town's engineers determined that a treatment plant located on Clover Creek to be the most cost effective treatment system. A Streeter-Phelps model, utilizing actual field data from the EL segment, resulted in a wasteload allocation of 8.80 lbs/day BOD₅. A treatment efficiency of 87.5% and an effluent dissolved oxygen content of 5 mg/l would be required for the 0.035 MGD designed facility.

Town of Halifax: The plan recommended that the town be served by the City of South Boston STP. The 201 Facility Plan for the town found the most cost effective alternative was to construct a wastewater treatment facility located at the confluence of Toots Creek and the Banister River. The plan's recommended alternative was amended to reflect the findings of a detailed stream analysis of the Banister. The TVA model, utilizing actual field data for design capacity of 0.300 MGD. The plan was amended to reflect the WQ segment, yielded a wasteload allocation of 75.1 lbs/day BOD₅. A treatment efficiency of 87.5% and an effluent dissolved oxygen content of 3 mg/l would be required for the 0.300 MGD designed facility.

Town of Keysville: The plan recommended that the town be served by a facility located on Ash Camp Creek, a WQ segment, with the findings of a detailed stream

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analysis of the creek. A Streeter-Phelps model, utilizing actual field data, yielded effluent limitations for a tiered permit shown in Tables 2 and 3 in 9 VAC 25-430-20. An effluent dissolved oxygen content of 5 mg/l would be required for the 0.250 MGD designed facility.

The Town of South Hill: The plan recommended that the town be served by a facility located on Flat Creek, a WQ segment, with a design capacity of 1.600 MGD. The plan was amended to reflect the findings of a detailed stream analysis of the creek. A Streeter-Phelps model utilizing actual field data, yielded the effluent limitations for a tiered permit shown in Table 3 in 9 VAC 25-430-20. An effluent dissolved oxygen content of 6.5 mg/l would be required for the 1.000 MGD designed facility.

The following amendment was adopted by the board at its September 22, 1986, meeting:

Smith River: The 1982 amended plan established a BOD₅ wasteload allocation of 1,637 lbs/day for the upper Smith River segment and 1,500 lbs/day for the lower segment. The Smith River from Philpott Dam to the VA-NC state line was reclassified as WQ. An instream monitoring program was also required.

Since 1982 certain growth patterns in southern Henry County necessitated further study. Martinsville City and Henry County conducted a monitoring program utilizing 205(j) funding from the SWCB. As a result of this effort a revision to the BOD₅ wasteload allocations was made with a reduction in the upper Smith River segment to 1,070 lbs/day and an increase in the lower segment to 2,067 lbs/day (see Table 2 in 9 VAC 25-430-20). The following provisions were also part of the 1986 amendment:

- Construct a new 4 MGD waste treatment facility to be located near Ridgeway, Virginia, with discharge to the Smith River and institute an instream monitoring program.
- Construct a new wastewater diversion facility to carry wastewater from the City of Martinsville to the newly constructed Henry County Public Service Authority facility near Ridgeway (Lower Smith River STP).
- Retain the existing Henry County Public Service Authority facility at Koehler at 4.0 MGD.
- Construct a new wastewater diversion facility to carry wastewater from the City of Martinsville to the existing authority facility at Koehler.
- Retain the existing Martinsville STP with future expansion to 8.0 MGD.

The amendment noted that the establishment of an instream monitoring program was particularly important due to the lack of a verified water quality model. Data generated from the monitoring program could be used in the verification of a water quality model at a later date.

The following amendments were adopted by the board at its October 1, 1998, meeting:

Burlington Industries-Clarksville: The plan's recommendation was amended to reflect the findings of a

detailed analysis of Kerr Reservoir. A EUTRO-5 model, utilizing actual field data, yielded wasteload allocations shown in Table 2 in 9 VAC 25-430-20.

Town of Clarksville: The plan's recommendation was amended to reflect the findings of a detailed analysis of Kerr Reservoir. A EUTRO-5 model, utilizing actual field data, yielded wasteload allocations shown in Table 2 in 9 VAC 25-430-20.

Town of Boynton: The plan recommended that the town be served by a 0.200 MGD facility located on Coleman Creek. The plan was amended December 6, 1982, to reflect the findings of a detailed stream analysis of the creek. A Streeter-Phelps model, utilizing actual field data from the EL segment, yielded effluent limitations for a tiered permit for the 0.145 MGD designed facility. The Streeter-Phelps model used for the analysis leading to the December 6, 1982, plan amendment was updated in 1997 to reflect an increased flow of 0.360 MGD. The revised model yielded the effluent limitations for a tiered permit shown in Table 3 in 9 VAC 25-430-20.

The following amendments were adopted by the board at its (date to be filled in) meeting:

Town of Chase City: The plan's recommended alternative was amended to reflect the findings of a detailed stream analysis of Little Bluestone Creek. A Streeter-Phelps model, utilizing actual field data from the WQ segment, yielded effluent limitations for a tiered permit for the 0.6 mgd facility. The revised model yielded the effluent limits for a tiered permit shown in Table 3 in 9 VAC 25-430-20.

VA.R. Doc. No. R00-56; Filed January 16, 2001, 3:14 p.m.



FINAL REGULATIONS

For information concerning Final Regulations, see Information Page.

Symbol Key

Roman type indicates existing text of regulations. *Italic type* indicates new text. Language which has been stricken indicates text to be deleted. [Bracketed language] indicates a change from the proposed text of the regulation.

TITLE 18. PROFESSIONAL AND OCCUPATIONAL LICENSING

BOARD OF NURSING

Title of Regulation: **18 VAC 90-50-10 et seq. Regulations Governing the Certification of Massage Therapists (amending 18 VAC 90-50-30 and 18 VAC 90-50-80).**

Statutory Authority: §§ 54.1-113 and 54.1-2400 of the Code of Virginia.

Effective Date: March 14, 2001.

Summary:

The amendments increase certain fees pursuant to the board's statutory mandate to levy fees as necessary to cover expenses of the board. Biennial renewal fees for certified massage therapists are increased from \$50 to \$70. While other fees are increased, the fee for a late renewal within one biennium is decreased from \$50 to \$25.

Summary of Public Comment and Agency's Response: No public comment was received by the promulgating agency.

Agency Contact: Copies of the regulation may be obtained from Nancy K. Durrett, R.N., Board of Nursing, 6606 West Broad Street, Richmond, VA 23230-1717, telephone (804) 662-9909.

18 VAC 90-50-30. Fees.

A. Fees listed in this section shall be payable to the Treasurer of Virginia and shall not be refunded unless otherwise provided.

B. Fees required by the board are:

Application for for and initial certification	\$40 \$105
Biennial renewal	\$50 \$70
Late renewal	\$25
Reinstatement of certification	\$50 \$120
Reinstatement after suspension or revocation	\$150
Duplicate certificate	\$15 \$5
Replacement wall certificate	\$15
Verification of certification	\$25
Transcript of all or part of applicant/certificate holder records	\$20 \$25
Returned check charge	\$15 \$25

18 VAC 90-50-80. Reinstatement of lapsed certificates.

A. *A massage therapist whose certificate has lapsed may reinstate his certification within one renewal period by payment of the current renewal fee and the late renewal fee.*

A. B. A massage therapist whose certificate has lapsed for more than one renewal period shall file a reinstatement application and pay the ~~current renewal fee and the~~ reinstatement fee.

C. *A massage therapist whose certificate has been suspended or revoked may apply for reinstatement by filing a reinstatement application and paying the fee for reinstatement after suspension or revocation.*

B. D. The board may require evidence that the massage therapist is prepared to resume practice in a competent manner.

NOTICE: The forms used in administering 18 VAC 90-50-10 et seq., Regulations Governing the Certification of Massage Therapists, are not being published due to the large number; however, the name of each form is listed below. The forms are available for public inspection at the Board of Nursing, Southern States Building, 6606 W. Broad Street, 4th Floor, Richmond, Virginia, or at the office of the Registrar of Regulations, General Assembly Building, 2nd Floor, Richmond, Virginia.

FORMS

Instructions for Filing Application for Certification as a Massage Therapist (~~Eff. 9/97~~ rev. 10/00).

Application for Certification as a - Massage Therapist (~~Eff. 9/97~~ rev. 10/00).

Instructions for Filing Application for Certification as a Massage Therapist by Endorsement (~~Eff. 9/97~~ rev. 10/00).

Application for Certification as a ~~Massage Therapist~~ by Endorsement - *Massage Therapist* (~~Eff. 9/97~~ rev. 10/00).

Massage Therapist Certification/Licensure Verification Form (~~Eff. 9/97~~ rev. 10/00).

Application for Reinstatement of Certificate as a Massage Therapist (rev. 1/99).

Renewal and Application (rev. 10/00).

VA.R. Doc. No. R00-44; Filed January 24, 2001, 11:30 a.m.



EMERGENCY REGULATIONS

TITLE 12. HEALTH

STATE BOARD OF HEALTH

Title of Regulation: **12 VAC 5-90-10 et seq. Regulations for Disease Reporting and Control (adding 12 VAC 5-90-185).**

Statutory Authority: § 32.1-71.02 of the Code of Virginia.

Effective Dates: January 17, 2001, through January 16, 2002.

Preamble:

This emergency regulation is necessary because Chapter 918 of the 2000 Acts of Assembly requires that a regulation shall be effective in 280 days from its enactment. This regulation defines the process by which the Virginia Cancer Registry shall notify patients that they have been included in the registry. These regulations are not otherwise exempt under the provisions of § 9-6.14:4.1 (C) (4) of the Code of Virginia.

This regulation will provide that the Virginia Cancer Registry shall send a notification to each person reported to the registry by a Virginia hospital, clinic, laboratory, or physician. Such notification will be done within 30 days of receiving a case record on a newly registered patient that contains complete identifying and locating information for the patient. The notification will begin with cases diagnosed January 1, 2001, and include the purpose, objectives, reporting requirements, confidentiality policies and procedures of the registry and a copy of the Virginia Privacy Protection Act, as required by § 32.1-71.02 of the Code of Virginia.

Agency Contact: Doug Harris, Administrative Law and Regulatory Compliance Advisor, Department of Health, Main Street Station, 1500 E. Main Street, Room 214, Richmond, VA 23219, telephone (804) 786-3554, FAX (804) 786-4616 or e-mail dharris@vdh.state.va.us.

12 VAC 5-90-185. Patient Notification.

In accordance with § 32.1-71.02 of the Code of Virginia, the Virginia Cancer Registry shall inform each person reported with a malignant tumor or cancer to the registry by a Virginia hospital, clinic, laboratory, or physician that personal identifying information about him has been included in the registry. Beginning with cases diagnosed on January 1, 2001, notification will be made within 30 days of receipt of a case record containing complete patient identity and address information. The notification will include the purpose, objectives, reporting requirements, confidentiality policies and procedures of the statewide cancer registry and a copy of § 2.1-378 of the Privacy Protection Act.

/s/ James S. Gilmore, III
Governor
Date: January 16, 2001

VA.R. Doc. No. R01-94; Filed January 17, 2001, noon.

Title of Regulation: **12 VAC 5-120-10 et seq. Regulations for Testing Children for Elevated Blood-Lead Levels.**

Statutory Authority: § 32.1-46.1 of the Code of Virginia.

Effective Dates: January 12, 2001, through January 11, 2002.

Preamble:

Senate Bill 725 (Acts of Assembly, c. 907, 2000) amended the Code of Virginia by adding sections numbered 32.1-46.1 and 32.1-46.2, relating to the testing of children for elevated blood-lead levels, and requires the Board of Health to promulgate regulations to implement the provisions of § 32.1-46.1 within 280 days of enactment. The legislation was enacted April 9, 2000. This regulation is not exempt under the provisions of § 9-6.14:4.1(C)(4).

Section 32.1-46.1 of the Code of Virginia directs the Board of Health to promulgate regulations establishing a protocol for the identification of children at risk for elevated blood-lead levels which shall provide (i) for blood-lead level testing at appropriate ages and frequencies, when indicated, and (ii) for criteria for determining low risk for elevated blood-lead levels and when such blood-lead level testing is not indicated. The protocol may also address follow-up testing for children with elevated blood-lead levels, dissemination of the protocol and other information to relevant health care professions, appropriate information for parents, and other means of preventing lead poisoning among children.

The intended regulations will establish a protocol for testing children for elevated blood-lead levels. The intended protocol is based on guidelines published by the Centers for Disease Control and Prevention to assure a sound scientific basis for effective and efficient identification of elevated blood-lead levels that will protect the health of citizens.

Article 1 of the intended regulations (sections 10 through 50) contains provisions that define key terms and set forth general information relating to the protocol for testing children for elevated blood-lead levels. These provisions include a statement of the general policy, purpose and administration of the regulations.

Article 2 (sections 60 through 100) of the intended regulations sets forth the protocol for identifying children with elevated blood-lead levels. The protocol includes the ages and frequencies of testing, time limits for confirming screening tests, criteria for determining low risk for elevated blood-lead levels and when blood testing is not indicated, and provisions for providing guidelines for follow-up testing and appropriate information to parents and health care professionals.

Agency Contact: Doug Harris, Administrative Law and Regulatory Compliance Advisor, Department of Health, Main Street Station, 1500 E. Main Street, Room 214, Richmond,

VA 23219, telephone (804) 786-3554, FAX (804) 786-4616 or e-mail dharris@vdh.state.va.us.

CHAPTER 120.
TESTING CHILDREN FOR ELEVATED BLOOD-LEAD LEVELS.

Article 1.
Definitions and General Information.

12 VAC 5-120-10. Definitions.

The following words and terms, when used in this regulation, shall have the following meaning unless the context clearly indicates otherwise:

“Board” means the State Board of Health.

“Commissioner” means the Commissioner of Health.

“Elevated blood-lead level” for children means 10 or more micrograms of lead per deciliter of whole blood in a child up to and including 72 months of age.

“Health care provider” means a physician or his/her designee or an official of a local health department.

“High-risk ZIP Code area” means a ZIP Code area listed in guidelines issued by the Virginia Department of Health, in which 27% or more of the housing was built before 1950 or 12% or more of the children have elevated blood-lead levels based on current available data.

“Physician” means a person licensed to practice medicine in any of the 50 states or the District of Columbia.

“Qualified laboratory” means a laboratory that is certified by the Health Care Financing Administration in accordance with the Clinical Laboratory Improvement Act and is participating in the Centers for Disease Control and Prevention’s Blood Lead Laboratory Proficiency Program.

“µg/dL” means micrograms of lead per deciliter of whole blood.

12 VAC 5-120-20. Authority for regulations.

Section 32.1-46.1 of the Code of Virginia directs the Board of Health to promulgate regulations establishing a protocol for the identification of children at risk for elevated blood-lead levels which shall provide (i) for blood-lead level testing at appropriate ages and frequencies, when indicated, and (ii) for criteria for determining low risk for elevated blood-lead levels and when such blood-lead level testing is not indicated. The protocol may also address follow-up testing for children with elevated blood-lead levels, dissemination of the protocol and other information to relevant health care professions, appropriate information for parents, and other means of preventing lead poisoning among children.

12 VAC 5-120-30. Statement of general policy.

The Commonwealth of Virginia has recognized the need for early identification of children with elevated blood-lead levels to alert parents and guardians to the need for intervention to prevent physical, developmental, behavioral, and/or learning problems associated with elevated blood lead levels in children, and to prevent exposure of other children.

12 VAC 5-120-40. Purpose of chapter.

The purpose of this chapter is to provide a protocol for identifying children with elevated blood-lead levels.

12 VAC 5-120-50. Application of chapter.

This chapter has general application throughout the Commonwealth.

Article 2.
Protocol for Identification of Children with Elevated Blood-lead Levels.

12 VAC 5-120-60. Schedule for testing.

Virginia health care providers should test all children up to and including 72 months of age for elevated blood-lead levels according to the following schedule unless they are determined under 12 VAC 5-120-90 to be at low risk for elevated blood-lead levels. All blood-lead samples shall be analyzed by a qualified laboratory.

1. Children should be tested at ages 1 and 2 years.
2. Children from 36 through 72 months of age should be tested if they have never been tested.
3. Additional testing may be ordered by the health care provider.

12 VAC 5-120-70. Confirmation of blood-lead levels.

Testing may be performed on venous or capillary blood collected in tubes or on filter paper. If a test of capillary blood reveals an elevated blood-lead level, the results shall be confirmed by a repeat blood test (preferably venous):

1. Within three months if the result of the capillary test is 10 µg/dL to 19 µg/dL.
2. Within one week to one month if the result of the capillary test is 20 µg/dL to 44 µg/dL. (The higher this test result, the more urgent the need for a confirmation test).
3. Within 48 hours if the result of the capillary test is 45 µg/dL to 59 µg/dL.
4. Within 24 hours if the result of the capillary test is 60 µg/dL to 69 µg/dL.

Immediately as an emergency laboratory test if the result of the capillary test is 70 µg/dL or higher.

Elevated blood lead results from venous blood testing shall be deemed a confirmed test.

12 VAC 5-120-80. Risk factors requiring testing.

A health care provider should test a child for elevated blood-lead level, or have a child tested, if the provider determines, in the exercise of medical discretion, that such testing is warranted, and that the child meets one or more of the following criteria:

1. Eligible for or receiving benefits from Medicaid; or the Special Supplemental Nutrition Program for Women, Infants and Children (WIC); or
2. Living in a high risk ZIP Code area; or

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3. *Living in or regularly visiting a house or child care facility built before 1950; or*
4. *Living in or regularly visiting a house, apartment, dwelling or other structure, or a child care facility built before 1978 with peeling or chipping paint or with recent (within the last six months), ongoing, or planned renovations; or*
5. *Living in or regularly visiting a house, apartment, dwelling or other structure in which one or more persons have elevated blood-lead levels; or*
6. *Living with an adult whose job or hobby involves exposure to lead as described in Preventing Lead Poisoning in Young Children (CDC, 1991); or*
7. *Living near an active lead smelter, battery recycling plant, or other industry likely to release lead; or*
8. *The child's parent or guardian requests the child's blood be tested due to any suspected exposure; or*
9. *A health care provider recommends the child's blood be tested due to any suspected exposure.*

The Department of Health will maintain a list of high-risk ZIP code areas in Virginia.

12 VAC 5-120-90. Determination of low risk for elevated blood-lead levels.

Blood-lead testing is not indicated for children determined by a health care provider to be at low risk for elevated blood-lead levels. A health care provider may determine a child to be at low risk for elevated blood-lead level if the child meets none of the criteria listed in 12 VAC 5-120-80 above.

12 VAC 5-120-100. Samples submitted to a qualified laboratory.

1. *All blood samples submitted to a qualified laboratory for analysis shall be accompanied by a completed laboratory requisition with all of the required data as determined by the Department of Health.*
2. *All qualified laboratories accepting blood samples for lead analysis under this regulation shall submit all required data to the Board within 10 business days of analysis. The data shall be sent by a secure electronic means that has been approved by the Department of Health.*
3. *Any laboratory reporting under this section shall be deemed in compliance with the stipulations of § 32.1-36 of the Code of Virginia and the Board of Health Regulations for Disease Reporting and Control regulation 12 VAC 5 90-90.*

12 VAC 5-120-110. Follow-up testing and information.

The Department of Health will establish guidelines for follow-up testing for children with confirmed elevated blood-lead levels, provide or recommend appropriate information for parents, and disseminate the protocol and other information to relevant health care professionals.

12 VAC 5-120-120. Exclusion from testing when risk is low and on religious grounds.

In accordance with § 32.1-46.2 of the Code, every child in the Commonwealth should be tested for elevated blood-lead levels unless the parent, guardian or other person standing in loco parentis obtains a determination that the child is at low risk for elevated blood-lead levels or unless the parent, guardian or other person having control or charge of such child objects to such testing on the basis that the procedure conflicts with his or her religious tenets or practices.

/s/ James S. Gilmore, III
Governor
Date: January 10, 2001

VA.R. Doc. No. R01-90; Filed January 12, 2001, 2:16 p.m.

* * * * *

Title of Regulation: 12 VAC 5-475-10 et seq. Regulations Implementing the Virginia Organ and Tissue Donor Registry.

Statutory Authority: § 32.1-292.2 of the Code of Virginia.

Effective Dates: January 17, 2001, through January 16, 2002.

Preamble:

The emergency regulation is necessary, as Virginia statutory law requires that the regulation be effective within 280 days or less from its enactment. The regulation is not otherwise exempt under the provisions of § 9-6.14:4.1 (C) (4).

In accordance with § 32.1-292.2 of the Code of Virginia, an Organ and Tissue Donor Registry for the Commonwealth is to be administered by the Department of Health. The Board of Health, in consultation with the Virginia Transplant Council, shall promulgate regulations to administer the organ and tissue donor registry.

The registry shall maintain, and update as needed, pertinent information on all Virginians who have indicated a willingness to donate their organs, eyes, and tissues for transplantation or research. The registry shall record the donor's full name, address, sex, birth date, age, driver's license number or unique identifying number, and other pertinent identifying personal information. The Virginia Transplant Council shall analyze registry data to promote and increase donation within the Commonwealth. Also, any Virginian may have his name removed from the registry by filing an appropriate form with the Virginia Transplant Council.

Agency Contact: Doug Harris, Administrative Law and Regulatory Compliance Advisor, Department of Health, Main Street Station, 1500 E. Main Street, Room 214, Richmond, VA 23219, telephone (804) 786-3554, FAX (804) 786-4616 or e-mail dharris@vdh.state.va.us.

CHAPTER 475.
REGULATIONS IMPLEMENTING THE VIRGINIA ORGAN
AND TISSUE DONOR REGISTRY.

Article 1.
Definitions and General Information.

12 VAC 5-475-10. Definitions.

The following words and terms when used in this chapter shall have the following meanings, unless the context clearly indicates otherwise:

"Agent" means an adult appointed by the declarant under an advance directive, executed or made in accordance with the provisions of § 54.1-2983, to make health care decisions for him, including decisions relating to visitation, provided the advance directive makes express provisions for visitation and subject to physician orders and policies of the institution to which the declarant is admitted. The declarant may also appoint an adult to make, after the declarant's death, an anatomical gift of all or any part of his body pursuant to Article 2 (§ 32.1-289 et seq.) of Chapter 8 of Title 32.1.

"Anatomical gift" or "organ donation" means a donation of organs, tissues, or eyes or all or any part of a human body to take effect upon or after death.

"Board" means the State Board of Health.

"Commissioner" means the State Health Commissioner, his duly designated officer or agent.

"Decedent" means a deceased individual and includes a stillborn infant or fetus.

"Department" means the State Department of Health.

"Document of gift" means a card, a statement attached to or imprinted on a motor vehicle driver's or chauffeur's license, or the record of the individual's motor vehicle driver's or chauffeur's license, a will, an advance directive, or other writing used to make an organ donation or an anatomical gift. "Document of gift" also includes a record of the donor's gift stored in a registry.

"Donor" means an individual who makes a donation of organs, tissues, or eyes or an anatomical gift of all of his body.

"Disseminate" means to release, transfer, or otherwise communicate information orally, in writing, or by electronic means.

"Eye bank" means an agency accredited by the Eye Bank Association of America operating in this Commonwealth.

"Guardian" means a person appointed by the court who is responsible for the personal affairs of an incapacitated person, including responsibility for making decisions regarding the person's support, care, health, safety, habilitation, education, and therapeutic treatment, and, if not inconsistent with an order of commitment, residence. Where the context plainly indicates, the term includes a "limited guardian" or a "temporary guardian." The term includes a local or regional program designated by the Department for the Aging as a public guardian pursuant to Article 2 (§ 2.1-

373.10 et seq.) of Chapter 24 of Title 2.1 of the Code of Virginia.

"Informed consent" means the knowing and voluntary agreement, obtained without undue influence or any use of force, fraud, deceit, duress, or other form of constraint or coercion, of a person who is capable of exercising free power of choice.

"Organ procurement organization" means an agency certified by the United States Health Care Financing Administration as an organ procurement organization.

"Part" means an organ, tissue, eye, bone, artery, blood, fluid or other portion of a human body.

"Personal information" means all information that describes, locates or indexes anything about an individual, as defined in § 2.1-379 of the Code of Virginia.

"Procurement" means the recovery of any donated part by a physician licensed, accredited, or approved under the laws of any state.

"Registry" means the Organ and Tissue Donor Registry for the Commonwealth, which shall be administered by the Department of Health in accordance with § 32.1-292.2 of the Code of Virginia. The registry shall maintain and update, as needed, the pertinent information on all Virginians who have indicated a willingness to donate.

"Tissue bank" means an agency accredited by the American Association of Tissue Banks operating in this Commonwealth.

"UNOS" means the United Network for Organ Sharing.

"VTC" means the Virginia Transplant Council, a program within the Virginia Department of Health, which exists to promote and coordinate educational and information activities as related to the organ, tissue, and eye donation process and transplantation in the Commonwealth of Virginia.

12 VAC 5-475-20. Authority.

Article 2, Chapter 8 of Title 32.1 of the Code of Virginia establishes the creation of an organ and tissue donor registry. Specifically, § 32.1-292.2 directs the Board of Health, in consultation with the Virginia Transplant Council (VTC), to promulgate regulations necessary to administer the registry, including maintaining, and updating as needed, the pertinent information on all Virginians who have indicated a willingness to donate organs, tissues, or eyes or all or any part of the human body in accordance with § 32.1-290. Acts 2000, cc. 481 and 490, cl. 2 provide "that the Board of Health shall promulgate regulations to implement the provisions of this act within 280 days of enactment." Section 32.1-12 of the Code of Virginia empowers the Board to adopt such regulations as are necessary to carry out provisions of laws of the Commonwealth administered by the Commissioner of the Department of Health.

12 VAC 5-475-30. Purpose.

These regulations are designed to accomplish the tasks listed in § 32.1-292.2 C 1 and 2 of the Code of Virginia by establishing procedures for the administration of the registry.

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12 VAC 5-475-40. Administration.

A. The Board has the responsibility for promulgating regulations, in consultation with the VTC, pertaining to the administration of the organ and tissue donor registry.

B. The Commissioner is the executive officer for the State Board of Health with the authority of the Board when it is not in session, subject to the rules and regulations of and review by the Board.

C. The VTC, as delegated by the Board pursuant to § 32.1-292.2 D 2 of the Code of Virginia, is responsible to analyze registry data under research protocols directed toward determination and identification of means to promote and increase organ, eye, and tissue donation within the Commonwealth.

D. Confidentiality. All persons responsible for the administration of the organ and tissue donor registry shall ensure that the registry and all information therein shall be confidential in accordance with § 32.1-127.1:03 of the Code of Virginia and applicable federal law.

12 VAC 5-475-50. Access.

The registry and all information therein shall be accessible 24 hours a day and only to the Department and the specific designees of accredited organ procurement organizations, eye banks and tissue banks operating in or serving Virginia and which are members of the VTC, for the purpose of identifying a potential donor according to the provisions of § 32.1-127.1, subsection F of § 46.2-342, and § 32.1-292.2.

The name of such designees shall be provided to the VTC. All other persons or entities shall be prohibited from having access to the registry. If at any time the designee is unable to carry out his responsibilities with respect to the registry, a replacement shall be selected and the VTC shall be notified of such replacement.

All accredited organ procurement organizations, eye banks, and tissue banks with authorized access to the registry shall be required to report annually to the VTC the following outcome data: (a) the number of times the registry is accessed; (b) the number of times access to the registry results in an unsuccessful search (i.e., the individual is not a member of the registry); (c) the number of times an organ, tissue or eye procurement proceeds solely from accessing the registry; (d) the number of times the next of kin's consent is obtained in addition to a successful search of the registry; (e) the number of times donation of organs, tissue, or eyes occurred as a result of alternative donation designation documentation; and (f) the number of times the next of kin's consent is obtained without accessing the registry. Such reports shall be made on a form to be provided by the VTC (VTC-2).

Article 2. Registry Information.

12 VAC 5-475-60. Registry Membership.

Those persons 18 years and older who have indicated a willingness to donate in accordance with § 32.1-290 and have completed the required registration form (VTC-1) shall be

recorded in the registry. Persons under the age of 18 may enter the registry upon completion of the registration form and only with the written consent of his parent or legal guardian. No person may enter another person in the registry.

Those persons who have indicated a willingness to donate on their driver's license or personal identification card as authorized by the Department of Motor Vehicles will be automatically entered into the registry. Through inter-agency agreement, the Department of Motor Vehicles will assist the department by electronically providing this information to the registry on a daily basis. The VTC shall contact any such self-identified persons by United States mail regarding notification of membership to the registry and request the completion of the registration form (VTC-1).

12 VAC 5-475-70. Data to be Recorded.

The following information shall be recorded in the registry: the donor's full name, address (include county or independent city of residence with zip code), telephone number, date of birth, age, sex, race, driver's license number, or unique identification number. If the donor is under the age of 18, the name, telephone number, address, and unique identification number of the donor's parent or legal guardian shall be recorded.

Information shall be recorded by completing the Virginia Organ and Tissue Donor Registry Registration Form (VTC-1).

12 VAC 5-475-80. Removal from the Registry.

A person who has joined the registry may have his name removed by filing an appropriate form (VTC-0) with the VTC or in accordance with subsections E and F of § 32.1-290 or subsection G of § 46.2-342.

The name of a person entered in the registry who has died shall be removed from the registry within 90 days of notification of death by the Virginia Office of Vital Records and Health Statistics.

Article 3. Use and Dissemination of Registry Information.

12 VAC 5-475-90. Use.

The designees of accredited organ procurement organizations, eye banks and tissue banks with authorized access to the registry shall have an organizational and/or individual pass code assigned by the VTC to gain entry to the registry via the VTC website.

Once entry to the registry has been established, the designees shall enter the full name of the decedent, the decedent's date of birth, the decedent's drivers license number, the decedent's unique identification number, or any combination thereof, to verify whether the decedent made a donor designation in the registry. Once the decedent's donor designation has been verified, the designees shall include the intent to donate as part of the donor record maintained by the accredited organ procurement organization, eye bank and tissue bank.

If the decedent is not in the registry, the designees shall exit the registry. Designees shall not perform a search of the registry on any other person other than the decedent.

12 VAC 5-475-100. Dissemination.

The accredited organ procurement organizations, eye banks and tissue banks with authorized access to the registry may disclose the decedent's documented donation designation to the decedent's next of kin, the nearest available relative, a member of the decedent's household, an individual with an affinity relationship, and the primary treating physician, in order to demonstrate the decedent's wish to donate in accordance with §§ 32.1-290, 46.2-342, 54.2-2984, and 54.1-2986 of the Code of Virginia.

The VTC may disclose to the DMV the donor designation on those persons who are recorded in the registry in order that the driver's record accurately reflect those persons' wishes to donate pursuant to subsection E and F of § 46.2-342 of the Code of Virginia.

/s/ James S. Gilmore, III
Governor
Date: January 11, 2001

VA.R. Doc. No. R01-92; Filed January 17, 2001, 12:01 p.m.

* * * * *

Title of Regulation: 12 VAC 5-507-10 et seq. Guidelines for General Assembly Nursing Scholarships and Loan Repayment Program Requiring Service in a Long-Term Care Facility in the Commonwealth of Virginia.

Title of Regulation: 12 VAC 5-510-10 et seq. Guidelines for General Assembly Nursing Scholarships (amending 12 VAC 5-510-10, 12 VAC 5-510-20, 12 VAC 5-510-30, 12 VAC 5-510-50, 12 VAC 5-510-60, and 12 VAC 5-510-70; adding 12 VAC 5-510-10.1, 12 VAC 5-510-15 and 12 VAC 5-510-80 through 12 VAC 5-510-290).

Statutory Authority: §§ 32.1-122.6:01, 54.1-3011.1 and 54.1-3011.2 of the Code of Virginia.

Effective Dates: January 17, 2001, through January 16, 2002.

Preamble:

Emergency regulations are necessary because HB 1368 passed by the 2000 General Assembly amended the current nursing scholarship program to include a loan repayment section and established a new nursing scholarship and loan repayment program requiring service in a long-term-care facility in the Commonwealth. This required revision of the current nurse scholarship regulations, 12 VAC 5-510 and establishment of new regulations 12 VAC 5-507. Participants in the new program will receive scholarship or educational loan repayment in exchange for service in a long-term-care facility within the Commonwealth of Virginia.

The current scholarship program, the Mary Marshall Nursing Scholarship Program, has been in existence since the 1970s. The regulations for this program have been revised to include a Loan Repayment Program for registered nurses, licensed practical nurses, and certified nurse aides. The loan repayment portion of the program will repay educational loans for qualifying applicants in

exchange for service in the nursing profession in the Commonwealth.

The new nursing scholarship and loan repayment program requiring service in a long-term-care facility within the Commonwealth of Virginia required new regulations, 12 VAC 5-507. This program is for registered nurses, licensed practical nurses, and certified nurse aides. Scholarships will be given to qualifying applicants in exchange for service in the nursing profession in a long-term-care facility in the Commonwealth. The loan repayment portion of the program will repay educational loans for qualifying applicants in exchange for service in the nursing profession in a long-term-care facility in the Commonwealth. Currently, there is no funding for this program because all the funds appropriated by the General Assembly and fees collected by the Board of Nursing is used by the Mary Marshall Nursing Scholarship Program, 12 VAC 5-510.

Personnel turnover in long-term-care facilities leads to a lack of continuity and reliable staffing; this potentially compromises care in these facilities. Providing incentives for more nursing professionals to care for these patients benefits the Commonwealth.

Agency Contact: Doug Harris, Administrative Law and Regulatory Compliance Advisor, Department of Health, Main Street Station, 1500 E. Main Street, Room 214, Richmond, VA 23219, telephone (804) 786-3554, FAX (804) 786-4616 or e-mail dharris@vdh.state.va.us.

CHAPTER 507.

GUIDELINES FOR GENERAL ASSEMBLY NURSING SCHOLARSHIPS AND LOAN REPAYMENT PROGRAM REQUIRING SERVICE IN A LONG-TERM-CARE FACILITY IN THE COMMONWEALTH OF VIRGINIA.

This chapter has been prepared to familiarize scholarship and loan repayment applicants, Deans/Directors of undergraduate nursing programs, and Financial Aid Officers with the General Assembly Nursing Scholarship and Loan Repayment Program requiring service in a long-term-care facility. The legislative authority for the scholarships and loan repayment in addition to the actual steps involved in the application process are reviewed.

Do not hesitate to contact the Center for Primary Care and Rural Health, Virginia State Health Department, 1500 East Main Street, Suite 227, Richmond, VA 23219, with any questions relating to the scholarship and the loan repayment programs. The phone number at the Center office is (804) 371-4090.

ALL SCHOLARSHIPS ARE AWARDED WITHOUT REGARD TO RACE, COLOR, RELIGION, SEX OR NATIONAL ORIGIN.

12 VAC 5-507-10. Legislative authority and general information.

§§ 32.1-122.6:01, 54.1-3011.1, and 54.1-3011.2 of the Code of Virginia amended as follows: 32.1-122.6:01, Board of Health to award certain scholarships and loan repayment funds.

Emergency Regulations

Titles 23-35.9 - 23.35.13 of the Code of Virginia authorize annual nursing scholarships and loan repayment for students enrolled in undergraduate nursing programs in exchange for service in a long-term-care facility. Undergraduate nursing programs are defined as those leading to an associate degree, diploma, or baccalaureate degree in nursing.

Under the law, all scholarship awards are made by an Advisory Committee appointed by the State Board of Health. The Advisory Committee consists of eight members: four deans or directors of schools of nursing, two former scholarship recipients, and two members with experience in the administration of student financial aid programs. Committee appointments are for two-year terms and members may not serve for more than two successive terms.

The Center for Primary Care and Rural Health of the State Health Department serves as the staff element to the Advisory Committee and plays no role in the determination of scholarship recipients.

The basis for determining scholarship recipients is established by the Advisory Committee with due regard given to scholastic attainment, financial need, character, and adaptability to the nursing profession.

After scholarships are awarded, depending upon availability of funds, nursing educational loans will be repaid for those registered nurses, licensed practical nurses, and certified nurse aides applying and meeting eligibility criteria as set forth in these regulations. Educational loans will be paid on a first come, first serve basis, providing applicants have provided all necessary information, as set forth in these regulations.

These regulations set forth the criteria for eligibility for the Nursing Loan Repayment Program for registered nurses, licensed practical nurses, or certified nurse assistants; the general terms and conditions applicable to the obligation of each loan repayment recipient to practice in a long-term-care facility in the Commonwealth; and penalties for a recipient's failure to fulfill the practice requirements of the Nursing Loan Repayment Program.

12 VAC 5-507-10.1 Definitions.

The following words and terms, when used in this chapter, shall have the following meaning unless the context clearly indicates otherwise:

"Board" or "Board of Health" means the State Board of Health.

"Certified Nurses Aide or CNA" means individuals that have completed a nurse aide education program that is approved by the Board of Nursing, successfully passed the competency evaluation, and have made application and been given certification by the Board of Nursing in the Commonwealth of Virginia.

"Commercial loans" means loans made by banks, credit unions, savings and loan associations, insurance companies, schools, and either financial or credit institutions which are subject to examination and supervision in their capacity as lenders by an agency of the United States or of the State in which the lender has its principal place of business.

"Commissioner" means the State Health Commissioner.

"Department" means Virginia Department of Health.

"Full-time" means at least forty (40) hours per week for forty-five (45) weeks per year.

"Licensed Practical Nurse or LPN" means a nurse who has completed a practical nurse program and is licensed by the Commonwealth of Virginia to provide routine care under the supervision of a licensed medical practitioner, a professional nurse, registered nurse or registered professional nurse or other licensed health professional authorized by regulations of the Board of Nursing.

"Long-Term-Care Facility" means a licensed facility in the Commonwealth traditionally known as a nursing home, including both skilled nursing facilities and intermediate care facilities depending on the extent of nursing and related medical care provided.

"Participant" or "loan repayment participant" means an eligible registered nurse, licensed practical nurse, or certified nurse aide who enters into a contract with the Commissioner and participates in the scholarship or loan repayment program.

"Penalty" means the amount of money equal to twice the amount of all monetary loan repayment paid to the scholarship or loan repayment participant, less any service obligation completed.

"Reasonable educational expenses" means the costs of education, exclusive of tuition, which are considered to be required by the school's degree program or an eligible program of study, such as fees for room, board, transportation and commuting costs, books, supplies, educational equipment and materials, and travel, which was a part of the estimated student budget of the school in which the participant was enrolled.

"Registered Nurse or RN" means a nurse who has passed a state registration examination and has been licensed to practice nursing by the Board of Nursing in the Commonwealth of Virginia.

Article 1.

Administration of Nursing Scholarship Program.

12 VAC 5-507-20. Eligibility for scholarship.

In order to be considered for a General Assembly Nursing Scholarship, applicants must meet the following criteria:

1. Be a resident of the State of Virginia for at least one year.
2. Be accepted or enrolled in an undergraduate school of nursing program in the State of Virginia which is approved by the State Board of Nursing
3. If already enrolled in an undergraduate nursing program, the applicant must demonstrate a cumulative grade point average of at least 2.5.
4. Submit a completed application form and appropriate grade transcript to the Center for Primary Care and Rural Health prior to the established deadline dates.

5. Demonstrate financial need which is verified by the Financial Aid Officer/authorized person.

FAILURE TO COMPLY WITH ALL OF THESE CRITERIA WILL CAUSE THE APPLICANT TO BE INELIGIBLE FOR A SCHOLARSHIP.

12 VAC 5-507-30. Conditions of scholarships.

It is important that all applicants fully understand the conditions of acceptance of a nursing scholarship. These awards are not outright gifts. For each \$100 of scholarship money received, the recipient agrees to engage in full-time (40 hours per week) nursing practice in a long-term-care facility in the Commonwealth for one month. Therefore, if a student receives \$500 in scholarship awards, they must repay that amount by working continuously for 5 months in a long-term-care facility. Full-time employment must begin within 60 days of the recipient's graduation date. Voluntary military service, even if stationed in Virginia, cannot be used to repay the service obligation required when a scholarship is awarded.

If a scholarship recipient fails to complete their studies, or engage in full-time nursing practice in a long-term-care facility in Virginia, the full amount of money represented in the scholarship(s) received, plus an annual interest charge, must be returned to the Department.

If a recipient leaves the State, or ceases to engage in full-time nursing practice in a long-term-care facility before all employment conditions of the scholarship award are fulfilled, the recipient must repay the balance on his/her account plus an annual interest charge.

All refund checks should be made payable to the Commonwealth of Virginia and mailed to:

Center for Primary Care and Rural Health
State Health Department
1500 East Main Street
Suite 227
Richmond, Virginia 23219

Before any scholarship is awarded, the applicant must sign a written contract agreeing to the terms established by law and the Advisory Committee.

12 VAC 5-507-40. Number of applications per student.

Scholarships are awarded for single academic years. However, the same student may, after demonstrating satisfactory progress in his studies, apply for and receive scholarship awards for any succeeding academic year or years. No student may receive scholarships for more than a total of five years.

12 VAC 5-507-50. Amounts of scholarships.

The amount of each scholarship award is dependent upon the amount of money appropriated by the General Assembly and the number of qualified applicants. No recipient will receive an award for less than one hundred and fifty dollars.

12 VAC 5-507-60. How to apply.

Applications and Guidelines are available from the Dean/Director of your school or from the Financial Aid Office.

Applications may be obtained directly from the Center for Primary Care and Rural Health, State Health Department, 1500 East Main Street, Suite 227, Richmond, VA 23219.

12 VAC 5-507-70. Deadline dates.

Applications will not be accepted in the Center for Primary Care and Rural Health more than two months in advance of the deadline, which is June 30.

APPLICATIONS AND/OR TRANSCRIPTS RECEIVED AFTER 5:00 PM ON THE ABOVE DATE WILL NOT BE CONSIDERED FOR SCHOLARSHIP AWARDS.

FLOW CHART OF RESPONSIBILITIES

D - Dean or Director

FAO - Financial Aid Officer

S-R - Student-Recipient

RESPONSIBILITY	D	FAO	S-R
Distribute applications & Guidelines to those students who otherwise could not provide sufficient funds for themselves while in school.	X	X	
Maintain supply of current scholarship applications and guidelines. Notify the Center for Primary Care and Rural Health when applications are needed.	X		
Make certain all parts of the application are completed, including the Financial Aid Officer/Authorized Person and Dean/Director signatures.			X
Be certain that a current transcript of grades (high school, or college if now attending) is sent to the Center for Primary Care and Rural Health when applying for a scholarship (original and repeat requests) before deadline dates.			X
Review entire Section entitled Financial Data of application. Review whatever school records are accessible to determine the individual applicant's assets and expenditures.		X	
Recommend amount of scholarship to be awarded. Should there be a conflict between the student's request and the Financial Aid Officer's/Authorized Person's opinion of the amount that is needed, an explanation should be included.		X	
Review the completed application form before affixing the signature thereby indicating: A. The applicant has properly completed the application form. B. The Financial Aid Officer has verified proof of need. C. The applicant's entrance and graduation dates are correct.	X		

Emergency Regulations

D. The school of nursing is recommending the applicant for a scholarship based upon potential nursing ability.			
Furnish whatever pertinent data that would be helpful to the scholarship committee when making the awards.	X	X	X
Forward the completed and signed application to the Center for Primary Care and Rural Health before deadline dates.			X
Submit a transcript of grades to the Center for Primary Care and Rural Health at the end of each grading period during scholarship year.			X
Notify the Office of Center for Primary Care and Rural Health when student-recipient fails, transfers or withdraws from the school.	X		X
Notify the Center for Primary Care and Rural Health when student-recipient graduation date is changed.	X		X
Notify the Center for Primary Care and Rural Health when there is a change in recipient's name and/or address.			X
Upon graduation, notify the Center for Primary Care and Rural Health of plans for employment and beginning date of employment in a long-term-care facility.			X
Submit verification of employment in a long-term-care facility to Center for Primary Care and Rural Health at least every 6 months until work obligation is fulfilled.			X

Article 2.

Administration of the Nursing Loan Repayment Program.

12 VAC 5-507-80. Administration of the Nursing Loan Repayment Program.

The Commissioner, as executive officer of the Board of Health, shall administer this program. Any requests for variance from these regulations shall be considered on an individual basis by the Board in regular session or by the Commissioner.

12 VAC 5-507-90. Eligible applicants.

Eligible applicants for the Nursing Loan Repayment Program must:

- A. Be a citizen of Virginia;
- B. Be a registered nurse, licensed practical nurse, or certified nurse aide who has completed training.
- C. Have a valid unrestricted Virginia license to practice nursing or be certified as a nurse aide, a copy of which shall be furnished to the Nursing Loan Repayment Program;
- D. Have submitted a completed application to participate in the Nursing Loan Repayment Program; and

E. Have signed and submitted, a written contract agreeing to repay educational loans and to serve in a long-term-care facility for the applicable period of obligated service in the Commonwealth.

12 VAC 5-507-100. Application requirement and restrictions.

The applicant must submit a completed application for loan repayment on a form provided by the Nursing Loan Repayment Program and the application must be received in the Department between the dates of January 1 and May 1 of the year in which the applicant intends to initiate practice in the Commonwealth. The applicant must agree to serve a minimum of one year for a loan amount up to \$12,000 to a maximum of four years for a loan amount up to \$48,000.

12 VAC 5-507-110. Selection criteria.

Applicants shall be competitively reviewed and selected for participation in the Nursing Loan Repayment Program based upon the following criteria:

- A. Commitment to serve in a long-term-care facility. The individual's stated commitment to serve in any long-term-care facility in the Commonwealth.
- B. Virginia residents/graduates. Preferential consideration will be given to individuals who are or have been Virginia residents, graduates of Virginia nursing schools (verification will be obtained by the Nursing Loan Repayment Program).
- C. Availability for service. Individuals who are immediately eligible and available for service in a long-term-care facility will be given higher consideration.
- D. Length of proposed commitment. Preferential consideration will be given to individuals who commit to longer periods of service in a long-term-care facility.
- E. Selection for participation. All of an individual's professional qualifications and competency to practice will be considered, including but not limited to certification in a specialty, professional achievements, and other indicators of competency received from supervisors, program directors, etc.
- F. No other obligations. Individuals shall have no other obligation for health professional service to the federal government or state government, unless such obligation will be completely satisfied prior to the beginning of service under the Nursing Loan Repayment Program.

12 VAC 5-507-120. Loan repayment amount.

The amount that the State agrees to repay will depend upon availability of funds and the applicant's indebtedness, but no amount will exceed the total indebtedness. The Nursing Loan Repayment Program expects one year of service in a long-term-care facility in the Commonwealth for up to \$12,000 in loans paid by this program.

12 VAC 5-507-130. Loans qualifying for repayment.

Based on the availability of funds, the loan repayment program will pay for the cost of education necessary to obtain a nursing degree. The program will pay toward the

outstanding principal, interest, and related expense of federal, state, or local government loans (not to include repayment of the Mary Marshall Nursing Scholarship Program or the Nursing Scholarship Program with a Commitment to Serve in a Long-Term-Care Facility) and commercial loans obtained by the participant for:

- A. School tuition and required fees incurred by the participant;
- B. Other reasonable educational expenses, including fees, books and laboratory expenses; and
- C. Reasonable living expenses as determined by the Commissioner or his designee.

12 VAC 5-507-140. Repayment restrictions.

The following financial debts or service obligations are not qualified for repayment by the loan repayment program:

- A. Public Health Service Nursing Shortage Area Scholarship;
- B. Public Health and National Health Service Corps Scholarship Training Program;
- C. Indian Health Service Scholarship Program;
- D. Armed Forces Health Professions Scholarship Programs;
- E. National Health Service Corps Scholarship Program financial damages or loans obtained to repay such damages;
- F. Indian Health Corps Scholarship or loan obtained to repay such damages;
- G. Financial damages or loans obtained to repay damages incurred as a result of breach of contract with any other federal, state, local agency or commercial institution;
- H. Loans for which documentation verifying the educational use of the loans is not available or is not sufficient;
- I. Loans, or part of loans, obtained for educational or personal expenses during the participant's education, which exceed the "reasonable" level, as determined by the school's standard budget in the year the loan was made;
- J. Loans that have been repaid in full; and loans that incur their own obligation for service which has not yet been performed;
- K. Loans from friends and relatives; and
- L. The Mary Marshall Nursing Scholarship Program.
- M. The Nursing Scholarship Program with a Commitment to Service in a Long-Term-Care Facility.

The Commissioner or his designee will be the final authority in determining qualifying educational loans.

12 VAC 5-507-150. Release of information.

Applicants shall agree to execute a release to allow the Board access to loan records, credit information, and information from lenders necessary to verify eligibility and to determine loan repayments. To facilitate the process, applicants should submit pay-off statements from each lending institution.

Participants who have consolidated qualifying loans with other loans may be asked to submit other documentation, such as copies of original loan applications, to verify the portion of the loan that qualifies for repayment.

The applicant is required to submit all requested loan documentation prior to approval by the Commonwealth.

12 VAC 5-507-160. Effective date for start of service.

Applicants become participants in the loan repayment program only when the applicant and the Commissioner or his designee have signed the loan repayment program contract. The effective start date of the obligated service under contract is the date of employment in a long-term-care facility or the date of the Commissioner's signature, whichever is later.

If the contracted participant fails to begin or complete the period of professional practice in a long-term-care facility to which he has agreed, the participant will be subject to the financial damages specified in the contract.

12 VAC 5-507-170. Repayment policy.

It will be the responsibility of the participant to negotiate with each lending institution for the terms of the educational loan repayments. Each lending institution must certify that the participant's debt is a valid educational loan prior to payment by the loan repayment program. Any penalties associated with early repayment shall be the responsibility of the participant.

12 VAC 5-507-180. Disbursement procedure.

In an effort to assist loan repayment participants in reducing their educational debt with as little interest expense as possible, the Nursing Loan Repayment Program will provide names of loan repayment participants to the Board of Nursing, which is responsible for transmission of funds to the appropriate financial institution. The financial institution holding the educational loan will be paid one lump sum payment. This payment will be credited to the account of the participant in an amount up to \$12,000 for a one year commitment within forty-five days of the contract being signed by the applicant and the Commissioner or his designee. If a participant wishes to commit to another year of service, he will be required to sign another contract. Depending on availability of funds, the Board of Nursing will pay the applicable financial institution another lump sum payment up to \$12,000 for the additional year commitment. Payment will be made approximately forty-five days after the beginning of the subsequent year. The maximum number of years a participant can commit to serve is four years.

Emergency Regulations

12 VAC 5-507-190. Compensation during service.

Each participant is responsible for negotiating his own compensation package directly with the site where he will provide nursing services in a long-term-care facility.

12 VAC 5-507-200. Tax implications.

Loan repayments are income, and therefore, are taxable by the United States Internal Revenue Service. It will be the responsibility of each participant to report the loan repayment award when preparing his tax return. Program participants should seek the advice of a qualified tax advisor regarding this matter.

The Board will provide a form 1099 to applicants awarded loan repayment.

12 VAC 5-507-210. Monitoring during service.

Monitoring of the service by participants shall be conducted on an on-going basis by Department staff. Service verification forms will be submitted by the participant to the Department semi-annually (every six months), countersigned by a representative of the service site, e.g., the Medical Director, Human Resource Coordinator, Chief Executive Officer, etc., certifying continuous full-time service by participants.

The participant is required to maintain practice records in a manner that will allow the Department to readily determine if the individual has complied with or is complying with the terms and conditions of the participation agreement.

12 VAC 5-507-220. Terms of service.

The following are the terms of service for the loan repayment program:

A. The participant shall contract to provide one year of service with a maximum of up to four years in whole year increments. Additional service beyond the one year commitment is dependent upon the availability of state funds for the Nursing Loan Repayment Program. An existing contract may be renewed for one year at a time up to a maximum of four years, as funds become available;

B. The participant shall begin service within three months from entering into the contract;

C. The participant shall provide full time service of at least 40 hours per week for 45 weeks per year, to allow for continuing education, holidays, and vacation. The minimum 40-hour week must not be performed in less than four days per week, with no more than 12 hours of work performed in any 24-hour period. Time spent in an "on-call" status will not count toward the 40-hour week. Any exceptions to the "on-call" provisions of this policy must be approved in advance by the Commissioner prior to acceptance in the Loan Repayment Program.

D. No period of advanced training may count toward satisfying a period of obligated service under this loan repayment program;

Article 3.
Contract.

12 VAC 5-507-230. Loan repayment contract.

Prior to becoming a participant in the Nursing Loan Repayment Program, the applicant shall enter into a contract with the Commissioner agreeing to the terms and conditions upon which the loan repayment is granted. The contract shall:

A. Include the terms and conditions to carry out the purposes and intent of this program;

B. Provide that the participant will be required to provide nursing services in a long-term-care facility in the Commonwealth for a minimum period of one year. A four year commitment is required in order to be eligible for the maximum amount of loan repayment, depending upon availability of funds. All loan repayment program participation will be contingent upon continuous, full-time work in the nursing profession in a long-term-care facility in the Commonwealth;

C. Provide for repayment of all amounts paid, plus interest, and penalties, less any service time, based on a schedule that is agreed to by the recipient and approved by the Commissioner, if the recipient is found to be in breach of the contract;

D. Be signed by the applicant;

E. Be signed by the Commissioner or his designee.

12 VAC 5-507-240. Breach of contract.

The following may constitute breach of contract:

A. Participant's failure to begin or complete his term of obligated service in a long-term-care facility under the terms and conditions of the Nursing Loan Repayment contract, regardless of the length of the agreed period of obligated service;

B. Participant's falsification or misrepresentation of information or misrepresentation of information on the Program application or verification forms or other required document;

C. Participant's employment being terminated for good cause, as determined by the employer and confirmed by the Department. If employment is terminated for reasons beyond the participant's control (e.g., closure of site), the participant must transfer to another long-term-care facility site in the Commonwealth within six months of termination. Failure of participant to transfer to another site shall be deemed to be a breach of the contract; and

D. Participant's failure to provide all reasonable, usual and customary full-time health care service in a long-term-care facility for at least forty-five (45) weeks per year.

12 VAC 5-507-250. Collection procedure.

If any person who has received funds and has been declared in breach of contract under this Loan Repayment Program at any time becomes an employee of the

Commonwealth or any of its agencies, he shall be deemed to have agreed, as a condition of employment, to voluntary or involuntary withholding his wages to repay the default damages.

Failure of a participant to make any repayment of the loan repayment amount and penalty when it is due shall be cause for the Commissioner to refer the debt to one or all of the following: collection agency, Debt Set-Off Program through the Department of Taxation, the Office of the Attorney General, and to the appropriate credit reporting agencies for collection. The recipient shall be responsible for any costs of collection as may be provided in Virginia law.

12 VAC 5-507-260. Waiver and suspension or both.

Participants have the obligation to complete full-time continuous service for the period of their entire commitment. Under unusual circumstances (e.g., illness), a participant may request that the Commissioner agree to a postponement of the service obligation. This postponement, if granted, will not relieve the participant of the responsibility to complete the remaining portion of the obligation. Such postponement will not be permitted as a matter of course, but may be allowed in the most compelling cases.

Waiver of the default provisions may be considered if the participant suffers from a physical or mental disability which occurs after the participant's commitment and results in the total and permanent inability of the participant to perform the obligated service (as determined by the Commissioner), or if the participant dies during the period of obligated service.

12 VAC 5-507-270. Cash Reimbursement and Penalty.

Regardless of the length of the agreed period of obligated service, participants who serve less than the one-year minimum are liable to pay monetary damages to the Commonwealth as stated in the contract. The default penalty will require the participant to repay twice the total amount of the award received. So, that way if a recipient owes \$12,000, he would have to repay at total of \$24,000.

Article 4.

RECORDS AND REPORTING.

12 VAC 5-507-280. Reporting Requirements.

Reporting requirements of the loan repayment participant are as follows:

A. Each participant shall at any time provide information as required by the Commissioner to verify compliance with the practice requirements of the Nursing Loan Repayment Program, e.g., verification of employment in a long-term-care facility.

B. Each participant shall promptly notify the Commissioner, in writing, within 30 days before any of the following events occur:

1. Participant changes name;
2. Participant changes address;
3. Participant changes practice site;

4. Participant no longer intends to fulfill service obligation as a nurse in the Commonwealth in a long-term-care facility; or

5. Participant ceases to practice as a registered nurse, licensed practical nurse, or certified nurse aide.

12 VAC 5-507-290. Compliance with the Administrative Process Act.

Chapter 1.1:1 (Section 9-6.14:1 et seq.) of Title 9 of the Code of Virginia (the Administrative Process Act) governs the promulgation and administration of this chapter and applies to any appeal of a case decision made pursuant to or based upon this chapter.

CHAPTER 510.

GUIDELINES FOR GENERAL ASSEMBLY NURSING SCHOLARSHIPS AND LOAN REPAYMENT PROGRAM.

This chapter has been prepared to familiarize scholarship and loan repayment applicants, Deans/Directors of undergraduate nursing programs, and Financial Aid Officers with the General Assembly Nursing Scholarship and Loan Repayment Program. The legislative authority for the scholarships in addition to the actual steps involved in the application process are reviewed.

~~Do not hesitate to contact the Office of Public Health Nursing, Virginia State Health Department, 1500 East Main Street, Suite 227, Richmond, VA 23219, with any questions relating to the scholarship program. The phone number at the Bureau office is (804) 371-4090.~~

ALL SCHOLARSHIPS ARE AWARDED WITHOUT REGARD TO RACE, COLOR, RELIGION, SEX OR NATIONAL ORIGIN.

12 VAC 5-510-10. Legislative authority and general information.

§§ 32.1-122.6:01, 54.1-3011.1, and 54.1-3011.2 of the Code of Virginia grants authority to the Board of Health to award certain scholarships and loan repayment funds.

Titles 23-35.9 - 23.35.13 of the Code of Virginia authorize annual nursing scholarships and Loan Repayment for students enrolled in undergraduate and graduate nursing programs. Undergraduate nursing programs are defined as those leading to an associate degree, diploma, or baccalaureate degree in nursing. Graduate nursing programs are those offering masters and doctoral degrees.

Under the law, all scholarship awards are made by an Advisory Committee appointed by the State Board of Health. The Advisory Committee consists of eight members: four deans or directors of schools of nursing, two former scholarship recipients, and two members with experience in the administration of student financial aid programs. Committee appointments are for two-year terms and members may not serve for more than two successive terms.

The Office of Public Health Nursing Center for Primary Care and Rural Health of the State Health Department serves as the staff element to the Advisory Committee and plays no role in the determination of scholarship recipients.

Emergency Regulations

The basis for determining scholarship recipients is established by the Advisory Committee with due regard given to scholastic attainment, financial need, character, and adaptability to the nursing profession.

After scholarships are awarded, depending upon availability of funds, nursing educational loans will be repaid for those registered nurses, licensed practical nurses, and certified nurse assistants applying and meeting eligibility criteria as set forth in these regulations. Educational loans will be paid on a first come, first basis, providing applicants have provided all necessary information, as set forth in these regulations.

These regulations set forth the criteria for eligibility for the Nursing Loan Repayment Program for registered nurses, licensed practical nurses, or certified nurse assistants; the general terms and conditions applicable to the obligation of each loan repayment recipient to practice in the Commonwealth; and penalties for a recipient's failure to fulfill the practice requirements of the Nursing Loan Repayment Program.

§ 32.1-122.6:01 of the Code of Virginia requires the Board of Health to promulgate regulations for the implementation of the Nursing Scholarship and Loan Repayment Fund.

12 VAC 5-510-10.1 Definitions.

The following words and terms, when used in this chapter, shall have the following meaning unless the context clearly indicates otherwise:

"Board" or "Board of Health" means the State Board of Health.

"Certified Nurses Aide or CNA" means individuals that have completed a nurse aide education program that is approved by the Board of Nursing, successfully passed the competency evaluation, and have made application and been given certification by the Board of Nursing in the Commonwealth of Virginia.

Commercial loans" means loans made by banks, credit unions, savings and loan associations, insurance companies, schools, and either financial or credit institutions which are subject to examination and supervision in their capacity as lenders by an agency of the United States or of the State in which the lender has its principal place of business.

"Commissioner" means the State Health Commissioner.

"Department" means Virginia Department of Health.

"Full-time" means at least forty (40) hours per week for forty-five (45) weeks per year.

"Licensed Practical Nurse or LPN" means a nurse who has completed a practical nurse program and is licensed by the Commonwealth of Virginia to provide routine care under the supervision of a licensed medical practitioner, a professional nurse, registered nurse or registered professional nurse or other licensed health professional authorized by regulations of the Board of Nursing.

"Participant" or "loan repayment participant" means an eligible registered nurse, licensed practical nurse, or certified nurse aide who enters into a contract with the Commissioner

and participates in the scholarship or loan repayment program.

"Penalty" means the amount of money equal to twice the amount of all monetary loan repayment paid to the scholarship or loan repayment participant, less any service obligation completed.

"Reasonable educational expenses" means the costs of education, exclusive of tuition, which are considered to be required by the school's degree program or an eligible program of study, such as fees for room, board, transportation and commuting costs, books, supplies, educational equipment and materials, and travel, which was a part of the estimated student budget of the school in which the participant was enrolled.

"Registered Nurse or RN" means a nurse who has passed a state registration examination and has been licensed to practice nursing by the Board of Nursing in the Commonwealth of Virginia.

Article 1.

Administration of Nursing Scholarship Program

12 VAC 5-510-20. Eligibility for scholarship.

In order to be considered for a General Assembly Nursing Scholarship, applicants must meet the following criteria:

1. Be a resident of the State of Virginia for at least one year.
2. Be accepted or enrolled in an *undergraduate* school of nursing program in the State of Virginia which is approved by the State Board of Nursing. ~~The only exception is for students pursuing graduate degrees not offered in the Commonwealth.~~
3. If already enrolled in an *undergraduate* nursing program, the applicant must demonstrate a cumulative grade point average of at least 2.5.
4. Submit a completed application form and appropriate grade transcript to the ~~Office of Public Health Nursing Center for Primary Care and Rural Health~~ prior to the established deadline dates.
5. Demonstrate financial need which is verified by the Financial Aid Officer/authorized person.

FAILURE TO COMPLY WITH ALL OF THESE CRITERIA WILL CAUSE THE APPLICANT TO BE INELIGIBLE FOR A SCHOLARSHIP.

12 VAC 5-510-30. Conditions of scholarships.

It is important that all applicants fully understand the conditions of acceptance of a General Assembly Nursing Scholarship. These awards are not outright gifts. For each \$100 of scholarship money received, the recipient agrees to engage in full-time (40 hours per week) nursing practice in the Commonwealth for one month. Therefore, if a student receives \$500 in scholarship awards, they must repay that amount by working continuously for 5 months. Full-time employment must begin within 60 days of the recipient's graduation date. Voluntary military service, even if stationed

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in Virginia, cannot be used to repay *the service obligation required when a scholarship awards is awarded.*

If a scholarship recipient fails to complete their studies, or engage in full-time nursing practice in Virginia, the full amount of money represented in the scholarship(s) received, plus an annual interest charge, must be refunded.

If a recipient leaves the State, or ceases to engage in full-time nursing practice before all employment conditions of the scholarship award are fulfilled, the recipient must repay the balance on his/her account plus an annual interest charge.

All refund checks should be made payable to the Commonwealth of Virginia and mailed to:

~~Office of Public Health Nursing~~ Center for Primary Care and Rural Health
State Health Department
1500 East Main Street
Suite 227
Richmond, Virginia 23219

Before any scholarship is awarded, the applicant must sign a written contract agreeing to the terms established by law and the Advisory Committee.

12 VAC 5-510-40. Number of applications per student.

Scholarships are awarded for single academic years. However, the same student may, after demonstrating satisfactory progress in his/her studies, apply for and receive scholarship awards for any succeeding academic year or years. No student may receive scholarships for more than a total of five years.

12 VAC 5-510-50. Amounts of scholarships.

The amount of each scholarship award is dependent upon the amount of money appropriated by the General Assembly and the number of qualified applicants. No recipient will receive an award for less than one hundred and fifty dollars. ~~Graduate nursing scholarships may not exceed four thousand dollars annually.~~

12 VAC 5-510-60. How to apply.

Applications and Guidelines are available from the Dean/Director of your school or from the Financial Aid Office.

~~If a student is pursuing a graduate degree not available in Virginia,~~ Applications may be obtained directly from the ~~Office of Public Health Nursing~~ Center for Primary Care and Rural Health, State Health Department, 1500 East Main Street, Suite 227, Richmond, VA 23219.

12 VAC 5-510-70. Deadline dates.

Applications will not be accepted in the ~~Office of Public Health Nursing~~ Center for Primary Care and Rural Health more than 6 2 months in advance of ~~the following deadline dates:~~

~~March 15 – for students already enrolled in schools of nursing.~~

~~June 15 – for new students entering nursing programs 30.~~

APPLICATIONS AND/OR TRANSCRIPTS RECEIVED AFTER 5:00 PM ON THE ABOVE DATES WILL NOT BE CONSIDERED FOR SCHOLARSHIP AWARDS.

FLOW CHART OF RESPONSIBILITIES

D - Dean or Director

FAO - Financial Aid Officer

S-R - Student- Recipient

RESPONSIBILITY	D	FAO	S-R
Distribute applications & Guidelines to those students who otherwise could not provide sufficient funds for themselves while in school.	X	X	
Maintain supply of current scholarship applications and guidelines. Notify the Office of Public Health Nursing Center for Primary Care and Rural Health when applications are needed.	X		
Make certain all parts of the application are completed, including the Financial Aid Officer/Authorized Person and Dean/Director signatures.			X
Be certain that a current transcript of grades (high school, or college if now attending) is sent to the Office of Public Health Nursing Center for Primary Care and Rural Health when applying for a scholarship (original and repeat requests) before deadline dates.			X
Review entire Section V "Financial Data" of application. Review whatever school records are accessible to determine the individual applicant's assets and expenditures.		X	
Recommend amount of scholarship to be awarded. Should there be a conflict between the student's request and the Financial Aid Officer's/Authorized Person's opinion of the amount that is needed, an explanation should be included.		X	
Review the completed application form before affixing the signature thereby indicating: A. The applicant has properly completed the application form. B. The Financial Aid Officer has verified proof of need. C. The applicant's entrance and graduation dates are correct. D. The school of nursing is recommending the applicant for a scholarship based upon potential nursing ability.		X	
Furnish whatever pertinent data that would be helpful to the scholarship committee when making the awards.	X	X	X

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Forward the completed and signed application to the Office of Public Health Nursing Center for Primary Care and Rural Health before deadline dates.			X
Submit a transcript of grades to the Office of Public Health Nursing Center for Primary Care and Rural Health at the end of each grading period during scholarship year.			X
Notify the Office of Public Health Nursing Center for Primary Care and Rural Health when student-recipient fails, transfers or withdraws from the school.	X		X
Notify the Office of Public Health Nursing Center for Primary Care and Rural Health when student-recipient graduation date is changed.	X		X
Notify the Office of Public Health Nursing Center for Primary Care and Rural Health when there is a change in recipient's name and/or address.			X
Upon graduation, notify the Office of Public Health Nursing Center for Primary Care and Rural Health of plans for employment and beginning date of employment.			X
Submit verification of employment to Office of Public Health Nursing Center for Primary Care and Rural Health at least every 6 months until work obligation is fulfilled.			X

Article 2.

Administration of the Nursing Loan Repayment Program.

12 VAC 5-510-80. Administration of the Nursing Loan Repayment Program.

The Commissioner, as executive officer of the Board of Health, shall administer this program. Any requests for variance from these regulations shall be considered on an individual basis by the Board in regular session or by the Commissioner.

12 VAC 5-510-90. Eligible applicants.

Eligible applicants for the Nursing Loan Repayment Program must:

1. Be a citizen of Virginia;
2. Be a registered nurse, licensed practical nurse, or certified nurse aide who has completed training.
3. Have a valid unrestricted Virginia license to practice nursing or be certified as a nurse aide, a copy of which shall be furnished to the Nursing Loan Repayment Program;
4. Have submitted a completed application to participate in the Nursing Loan Repayment Program; and
5. Have signed and submitted, a written contract agreeing to repay educational loans and to serve for the applicable period of obligated service in the Commonwealth.

12 VAC 5-510-100. Application requirement and restrictions.

The applicant must submit a completed application for loan repayment on a form provided by the Nursing Loan Repayment Program between the dates of January 1 and May 1 of the year in which the applicant intends to initiate practice in the Commonwealth. The applicant must agree to serve a minimum of one year for a loan amount up to \$12,000 to a maximum of four years for a loan amount up to \$48,000.

12 VAC 5-510-110. Selection criteria.

Applicants shall be competitively reviewed and selected for participation in the Nursing Loan Repayment Program based upon the following criteria:

1. Commitment to serve. The individual's stated commitment to serve in any area of the Commonwealth.
2. Virginia residents/graduates. Preferential consideration will be given to individuals who are or have been Virginia residents, graduates of Virginia nursing schools (verification will be obtained by the Nursing Loan Repayment Program).
3. Availability for service. Individuals who are immediately eligible and available for service will be given higher consideration.
4. Length of proposed commitment. Preferential consideration will be given to individuals who commit to longer periods of service.
5. Selection for participation. All of an individual's professional qualifications and competency to practice will be considered, including but not limited to certification in a specialty, professional achievements, and other indicators of competency received from supervisors, program directors, etc.
6. No other obligations. Individuals shall have no other obligation for health professional service to the federal government or state government, unless such obligation will be completely satisfied prior to the beginning of service under the Nursing Loan Repayment Program.

12 VAC 5-510-120. Loan repayment amount.

The amount that the State agrees to repay will depend upon availability of funds and the applicant's indebtedness, but no amount will exceed the total indebtedness. The Nursing Loan Repayment Program expects one year of service anywhere in the Commonwealth for up to \$12,000 in loans paid by this program.

12 VAC 5-510-130. Loans qualifying for repayment.

Based on the availability of funds, the loan repayment program will pay for the cost of education necessary to obtain a nursing degree. The program will pay toward the outstanding principal, interest, and related expense of federal, state, or local government loans (not to include repayment of the Mary Marshall Nursing Scholarship Program) and commercial loans obtained by the participant for:

1. School tuition and required fees incurred by the participant;

2. Other reasonable educational expenses, including fees, books and laboratory expenses; and
3. Reasonable living expenses as determined by the Commissioner or his designee.

12 VAC 5-510-140. Repayment restrictions.

The following financial debts or service obligations are not qualified for repayment by the loan repayment program:

1. Public Health Service Nursing Shortage Area Scholarship;
2. Public Health and National Health Service Corps Scholarship Training Program;
3. Indian Health Service Scholarship Program;
4. Armed Forces Health Professions Scholarship Programs;
5. National Health Service Corps Scholarship Program financial damages or loans obtained to repay such damages;
6. Indian Health Corps Scholarship or loan obtained to repay such damages;
7. Financial damages or loans obtained to repay damages incurred as a result of breach of contract with any other federal, state, local agency or commercial institution;
8. Loans for which documentation verifying the educational use of the loans is not available or is not sufficient;
9. Loans, or part of loans, obtained for educational or personal expenses during the participant's education, which exceed the "reasonable" level, as determined by the school's standard budget in the year the loan was made;
10. Loans that have been repaid in full; and loans that incur their own obligation for service which has not yet been performed;
11. Loans from friends and relatives; and
12. The Mary Marshall Nursing Scholarship Program.

The Commissioner or his designee will be the final authority in determining qualifying educational loans.

12 VAC 5-510-150. Release of information.

Applicants shall agree to execute a release to allow the Board access to loan records, credit information, and information from lenders necessary to verify eligibility and to determine loan repayments. To facilitate the process, applicants should submit pay-off statements from each lending institution.

Participants who have consolidated qualifying loans with other loans may be asked to submit other documentation, such as copies of original loan applications, to verify the portion of the loan that qualifies for repayment.

The applicant is required to submit all requested loan documentation prior to approval by the Commonwealth.

12 VAC 5-510-160. Effective date for start of service.

Applicants become participants in the loan repayment program only when the applicant and the Commissioner or his designee have signed the loan repayment program contract. The effective start date of the obligated service under contract is the date of employment or the date of the Commissioner's signature, whichever is later.

If the contracted participant fails to begin or complete the period of professional practice to which he has agreed, the participant will be subject to the financial damages specified in the contract.

12 VAC 5-510-170. Repayment policy.

It will be the responsibility of the participant to negotiate with each lending institution for the terms of the educational loan repayments. Each lending institution must certify that the participant's debt is a valid educational loan prior to payment by the loan repayment program. Any penalties associated with early repayment shall be the responsibility of the participant.

12 VAC 5-510-180. Disbursement procedure.

In an effort to assist loan repayment participants in reducing their educational debt with as little interest expense as is possible, the Nursing Loan Repayment Program will disburse the funds in a lump sum payment. A participant will be paid one lump sum payment up to \$12,000 for a one year commitment within forty-five days of execution of the contract. If a participant wishes to commit to another year of service, he will be required to sign another contract. He will be paid a lump sum payment up to \$12,000 for another year commitment, depending on availability of funds. Payment will be made approximately forty-five days after the beginning of the subsequent year. The maximum number of years a participant can commit to is four years.

12 VAC 5-510-190. Compensation during service.

Each participant is responsible for negotiating his own compensation package directly with the site where he will provide nursing services.

12 VAC 5-510-200. Tax implications.

Loan repayments are income, and therefore, are taxable by the United States Internal Revenue Service. It will be the responsibility of each participant to report the loan repayment award when preparing his tax return. Program participants should seek the advice of a qualified tax advisor regarding this matter.

The Board will provide a form 1099 to applicants awarded loan repayment.

12 VAC 5-510-210. Monitoring during service.

Monitoring of the service by participants shall be conducted on an on-going basis by Department staff. Service verification forms will be submitted by the participant to the Department semi-annually (every six months), countersigned by a representative of the service site, e.g., the Medical

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Director, Human Resource Coordinator, Chief Executive Officer, etc., certifying continuous full-time service by participants.

The participant is required to maintain practice records in a manner that will allow the Department to readily determine if the individual has complied with or is complying with the terms and conditions of the participation agreement

12 VAC 5-510-220. Terms of service.

The following are the terms of service for the loan repayment program:

1. The participant shall contract to provide one year of service with a maximum of up to four years in whole year increments. Additional service beyond the one year commitment is dependent upon the availability of state funds for the Nursing Loan Repayment Program. An existing contract may be renewed for one year at a time up to a maximum of four years, as funds become available;
2. The participant shall begin service within three months from entering into the contract;
3. The participant shall provide full time service of at least 40 hours per week for 45 weeks per year, to allow for continuing education, holidays, and vacation. The minimum 40-hour week must not be performed in less than four days per week, with no more than 12 hours of work performed in any 24 hour period. Time spent in an "on-call" status will not count toward the 40 hour week. Any exceptions to the "on-call" provisions of this policy must be approved in advance by the Commissioner prior to acceptance in the Loan Repayment Program.
4. No period of advanced training may count toward satisfying a period of obligated service under this loan repayment program;

Article 3.
Contract

12 VAC 5-510-230. Loan repayment contract.

Prior to becoming a participant in the Nursing Loan Repayment Program, the applicant shall enter into a contract with the Commissioner agreeing to the terms and conditions upon which the loan repayment is granted. The contract shall:

1. Include the terms and conditions to carry out the purposes and intent of this program;
2. Provide that the participant will be required to provide nursing services in the Commonwealth for a minimum period of one year. A four year commitment is required in order to be eligible for the maximum amount of loan repayment, depending upon availability of funds. All loan repayment program participation will be contingent upon continuous, full-time work in the nursing professional in the Commonwealth;
3. Provide for repayment of all amounts paid, plus interest, and penalties, less any service time, based on a schedule that is agreed to by the recipient and approved

by the Commissioner, if the recipient is found to be in breach of the contract;

4. Be signed by the applicant;
5. Be signed by the Commissioner or his designee; and
6. Be signed by the Assistant Attorney General.

12 VAC 5-510-240. Breach of contract.

The following may constitute breach of contract:

1. Participant's failure to begin or complete his term of obligated service under the terms and conditions of the Nursing Loan Repayment contract, regardless of the length of the agreed period of obligated service;
2. Participant's falsification or misrepresentation of information or misrepresentation of information on the Program application or verification forms or other required document;
3. Participant's employment being terminated for good cause, as determined by the employer and confirmed by the Department. If employment is terminated for reasons beyond the participant's control (e.g., closure of site), the participant must transfer to another site in the Commonwealth within six months of termination. Failure of participant to transfer to another site shall be deemed to be a breach of the contract; and
4. Participant's failure to provide all reasonable, usual and customary full-time health care service for at least forty-five (45) weeks per year.

12 VAC 5-510-250. Collection procedure.

If any person who has received funds and has been declared in breach of contract under this Loan Repayment Program at anytime becomes an employee of the Commonwealth or any of its agencies, he shall be deemed to have agreed, as a condition of employment, to voluntary or involuntary withholding his wages to repay the default damages.

Failure of a participant to make any repayment of the loan repayment amount and penalty when it is due shall be cause for the Commissioner to refer the debt to one or all of the following: collection agency, Debt Set-Off Program through the Department of Taxation, the Office of the Attorney General, and to the appropriate credit reporting agencies for collection. The recipient shall be responsible for any costs of collection as may be provided in Virginia law.

12 VAC 5-510-260. Waiver and suspension or both.

Participants have the obligation to complete full-time continuous service for the period of their entire commitment. Under unusual circumstances (e.g., illness), a participant may request that the Commissioner agree to a postponement of the service obligation. This postponement, if granted, will not relieve the participant of the responsibility to complete the remaining portion of the obligation. Such postponement will not be permitted as a matter of course, but may be allowed in the most compelling cases.

Waiver of the default provisions may be considered if the participant suffers from a physical or mental disability which occurs after the participant's commitment and results in the total and permanent inability of the participant to perform the obligated service (as determined by the Commissioner), or if the participant dies during the period of obligated service.

12 VAC 5-510-270. Cash Reimbursement and Penalty.

Regardless of the length of the agreed period of obligated service, participants who serve less than the one-year minimum are liable to pay monetary damages to the Commonwealth as stated in the contract. The default penalty will require the participant to repay twice the total amount of the award received. So, that way if a recipient owes \$12,000, he would have to repay at total of \$24,000.

Article 4.
RECORDS AND REPORTING

12 VAC 5-510-280. Reporting Requirements.

Reporting requirements of the loan repayment participant are as follows:

1. Each participant shall at any time provide information as required by the Commissioner to verify compliance with the practice requirements of the Nursing Loan Repayment Program, e.g. verification of employment.
2. Each participant shall promptly notify the Commissioner, in writing, within 30 days before any of the following events occur:
 - a. Participant changes name;
 - b. Participant changes address;
 - c. Participant changes practice site;
 - d. Participant no longer intends to fulfill service obligation as a nurse in the Commonwealth; or
 - e. Participant ceases to practice as a registered nurse, licensed practical nurse, or certified nurse aide.

12 VAC 5-510-290. Compliance with the Administrative Process Act.

Chapter 1.1:1 (Section 9-6.14:1 et seq.) of Title 9 of the Code of Virginia (the Administrative Process Act) governs the promulgation and administration of this chapter and applies to any appeal of a case decision made pursuant to or based upon this chapter.

/s/ James S. Gilmore, III
Governor
Date: January 11, 2001

VA.R. Doc. No. R01-96; Filed January 17, 2001, 12:02 p.m.

Title of Regulation: 12 VAC 5-508-10 et seq. **Regulations Governing the Virginia Physician Loan Repayment Program.**

Statutory Authority: § 32.1-122.6:1 of the Code of Virginia.

Effective Dates: January 23, 2001, through January 22, 2002.

Preamble:

Emergency regulation is necessary because of language in the Virginia Appropriation Act of 2000, Item 300 A, which states the Board of Health shall promulgate regulations to implement a scholarship and loan repayment program within 280 days of enactment. There are existing regulations governing the scholarship portion of this Item. (See 12 VAC 5-530 et seq.) These emergency regulations will implement the loan repayment program portion of Item 300 A. These regulations are not otherwise exempt under § 9-6.14:4.1(C)(4) of the Code.

The loan repayment program has never been implemented because funding, until now, was not available. The Appropriation Act of 2000, Item 300 C, provides use of unexpended scholarship funds for this program. The program will provide a positive incentive to recruit primary care physicians, psychiatrists, and medical students to practice and serve in designated medically underserved areas or in designated state institutions of the Commonwealth. Therefore, citizens of underserved areas can stay within their communities for health care, communities will be strengthened by having health practitioners living and working in their area, and state institutions seeking practitioners will have a pool of applicants to recruit from.

Agency Contact: Doug Harris, Administrative Law and Regulatory Compliance Advisor, Department of Health, Main Street Station, 1500 E. Main Street, Room 214, Richmond, VA 23219, telephone (804) 786-3554, FAX (804) 786-4616 or e-mail dharris@vdh.state.va.us.

CHAPTER 508.
REGULATIONS GOVERNING THE VIRGINIA PHYSICIAN
LOAN REPAYMENT PROGRAM.

Article 1.
Definitions and General Information.

12 VAC 5-508-10. Definitions.

The following words and terms, when used in this chapter, shall have the following meaning unless the context clearly indicates otherwise:

"Accredited residency" means a graduate medical education program in family practice medicine, general internal medicine, pediatric medicine, obstetrics and gynecology, or psychiatry accredited by the Liaison Committee on Graduate Medical Education.

"Board" or "Board of Health" means the State Board of Health.

Emergency Regulations

"Commercial loans" means loans made by banks, credit unions, savings and loan associations, insurance companies, schools, and either financial or credit institutions which are subject to examination and supervision in their capacity as lenders by an agency of the United States or of the State in which the lender has its principal place of business.

"Commissioner" means the State Health Commissioner.

"Department" means Virginia Department of Health.

"Health Professional Shortage Area (HPSA)" means a geographic area in Virginia designated by the Bureau of Primary Health Care, Health Resources Administration as medically underserved in accordance with the procedures of The Public Health Service Act (42 USC § 254e) and implementing regulations (42 CFR 5.2).

"Full-time" means at least forty (40) hours per week for forty-five (45) weeks per year.

"Medically underserved area" means a geographic area in Virginia designated by the State Board of Health in accordance with the rules and regulations for the identification of medically underserved areas, § 32.1-122.5 of the Code of Virginia, or designated as federal health professional shortage area (HPSA) in Virginia, designated by the Bureau of Primary Health Care, Health Resources Administration in accordance with the procedures of The Public Health Service Act (42 USC § 254e) and implementing regulations (42 CFR Part 5.2).

"Participant" or "loan repayment participant" means an eligible primary care physician, an eligible psychiatrist, or an eligible medical student who enters into a contract with the Commissioner and participates in the loan repayment program.

"Penalty" means the amount of money equal to twice the amount of all monetary loan repayment paid to the loan repayment participant, less any service obligation completed.

"Practice" means the practice of medicine by a recipient in one of the designated primary care specialties in a specific geographic area determined to be fulfillment of the recipient's loan repayment obligation.

"Primary care" means the specialties of family practice medicine, general internal medicine, pediatric medicine, obstetrics and gynecology, and psychiatry.

"Reasonable educational expenses" means the costs of education, exclusive of tuition, which are considered to be required by the school's degree program or an eligible program of study, such as fees for room, board, transportation and commuting costs, books, supplies, educational equipment and materials, and clinical travel, which was a part of the estimated student budget of the school in which the participant was enrolled.

"State or loan institution" means any Virginia state agency or local government agency that may require services of a primary care practitioner. This includes, but is not limited to, the Department of Health, the Department of Mental Health, Mental Retardation, and Substance Abuse Services, the Department of Corrections and local Community Service Boards.

12 VAC 5-508-20. Authority for regulations.

Section 32.1-122.6:1 of the Code of Virginia requires the Board of Health to promulgate regulations for the implementation of the Virginia Physician Loan Repayment Program.

12 VAC 5-508-30. General information and purpose of chapter.

These regulations set forth the criteria for eligibility for the Virginia Physician Loan Repayment Program for physicians and medical students; the general terms and conditions applicable to the obligation of each loan repayment recipient to practice in a state or local institution or a medically underserved area of Virginia, as identified by the Board of Health by regulation or a federal health professional shortage area (HPSA) in Virginia, designated by the Bureau of Primary Health Care, Health Resources Administration; and penalties for a recipient's failure to fulfill the practice requirements of the Virginia Physician Loan Repayment Program.

The purpose of the Virginia Physician Loan Repayment Program is to improve the recruitment and retention of primary care practitioners in underserved areas of Virginia and in state and local institutions. A limited number of loan repayment participation contracts will be signed with participants in return for service in a designated Virginia Medically Underserved Area (VMUA) or Health Professional Shortage Area (HPSA), and targeted at practitioners located in non-profit community-based or hospital-based primary care centers. Private-for-profit entities will be eligible depending on the insurance status of the patient population. State and local institutions are eligible. Loan repayment benefits are to be used to repay outstanding qualifying medical educational loans and are based on the availability of funds.

12 VAC 5-508-40. Compliance with the Administrative Process Act.

Chapter 1.1:1 (§ 9-6.14:1 et seq.) of Title 9 of the Code of Virginia (the Administrative Process Act) governs the promulgation and administration of this chapter and applies to any appeal of a case decision made pursuant to or based upon this chapter.

Article 2.

Administration of the Virginia Physician Loan Repayment Program.

12 VAC 5-508-50. Administration.

The State Health Commissioner, as executive officer of the Board of Health, shall administer this program. Any requests for variance from these regulations shall be considered on an individual basis by the Board in regular session.

12 VAC 5-508-60. Eligible applicants.

Eligible applicants for the Virginia Physician Loan Repayment Program must:

A. Be a citizen of the United States;

B. Be an allopathic (M.D.), osteopathic (D.O.) physician or medical student pursuing a degree as an M.D., D.O., who has completed post-graduate training in specialties

of family practice medicine, general internal medicine, general pediatrics, obstetrics/gynecology, osteopathic general practice or psychiatry. Note that obstetrics/gynecology practitioners must provide prenatal care and obstetric service to be eligible for the Virginia Physician Loan Repayment Program. Practitioners who practice only gynecology are not eligible to participate in the loan repayment program.

C. Have a valid unrestricted Virginia license to practice medicine, a copy of which shall be furnished to the Virginia Physician Loan Repayment Program;

D. Be enrolled in the final year of an approved residency program in allopathic medicine, osteopathic medicine, psychiatry, or already in practice;

E. Have submitted a completed application to participate in the Virginia Physician Loan Repayment Program; and

F. Have signed and submitted, a written contract agreeing to repay educational loans and to serve for the applicable period of obligated service in an area of defined need.

12 VAC 5-508-70. Application requirement and restrictions.

The applicant must submit a completed application for loan repayment on a form provided by the Virginia Physician Loan Repayment Program between the dates of January 1 and May 1 of the year in which the applicant intends to initiate practice in a medically underserved area. The applicant must agree to serve for not less than two years and up to four years.

12 VAC 5-508-80. Selection criteria.

Applicants shall be competitively reviewed and selected for participation in the Virginia Physician Loan Repayment Program based upon the following criteria:

A. Commitment to serve. The individual's stated commitment to serve in a designated medically underserved area of Virginia or in a state or local institution.

B. Virginia residents/graduates. Preferential consideration will be given to individuals who are or have been Virginia residents, graduates of Virginia medical schools (verification will be obtained by the Virginia Physician Loan Repayment Program), or natives of rural and designated medically underserved areas.

C. Availability for service. Individuals who are immediately eligible and available for service will be given higher consideration.

D. Length of proposed commitment. Preferential consideration will be given to individuals who commit to longer periods of service.

E. Selection for participation. All of an individual's professional qualifications and competency to practice in an underserved area will be considered, including board eligibility or certification in his specialty, professional

achievements, and other indicators of competency received from supervisors, program directors, etc.

F. No other obligations. Individuals shall have no other obligation for health professional service to the federal government or state government, unless such obligation will be completely satisfied prior to the beginning of service under the Virginia Physician Loan Repayment Program.

12 VAC 5-508-90. Loan repayment amount.

The amount that the state agrees to repay will depend upon availability of funds and the applicant's indebtedness, but no amount will exceed the total indebtedness. For each year of participation, the Commonwealth will repay loan amounts according to the following schedule: two years of service will receive up to \$50,000 (minimum requirement); three years of service will receive up to \$85,000; and four years of service will receive up to \$120,000.

12 VAC 5-508-100. Loans qualifying for repayment.

Based on the availability of funds, the loan repayment program will pay for the cost of education necessary to obtain a medical degree. The program will pay toward the outstanding principal, interest, and related expense of federal, state, or local government loans (not to include repayment of the Virginia Medical Scholarship Program) and commercial loans obtained by the participant for:

A. School tuition and required fees incurred by the participant;

B. Other reasonable educational expenses, including fees, books and laboratory expenses; and

C. Reasonable living expenses.

12 VAC 5-508-110. Repayment restrictions.

The following financial debts or service obligations are not qualified for repayment by the loan repayment program:

A. Public Health Service Physician Shortage Area Scholarship,

B. Public Health and National Health Service Corps Scholarship Training Program,

C. Indian Health Service Scholarship Program,

D. Armed Forces Health Professions Scholarship Programs, and

E. National Health Service Corps Scholarship Program financial damages or loans obtained to repay such damages;

F. Indian Health Corps Scholarship or loan obtained to repay such damages;

G. Financial damages or loans obtained to repay damages incurred as a result of breach of contract with any other federal, state, local agency or commercial institution;

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H. Loans for which documentation verifying the educational use of the loans is not available or is not sufficient;

I. Loans, or part of loans, obtained for educational or personal expenses during the participant's education, which exceed the "reasonable" level, as determined by the school's standard budget in the year the loan was made;

J. Loans that have been repaid in full; and loans that incur their own obligation for service which has not yet been performed;

K. Loans from friends and relatives; and

L. The Virginia Medical Scholarship Program.

The Department of Health will be the final authority in determining qualifying educational loans.

12 VAC 5-508-120. Release of information.

Applicants shall agree to execute a release to allow the Board access to loan records, credit information, and information from lenders necessary to verify eligibility and to determine loan repayments. To facilitate the process, applicants should submit pay-off statements from each lending institution.

Participants who have consolidated qualifying loans with other loans may be asked to submit other documentation, such as copies of original loan applications, to verify the portion of the loan that qualifies for repayment.

The applicant is required to submit all requested loan documentation prior to approval by the Commonwealth.

12 VAC 5-508-130. Service obligation sites.

All sites eligible for loan repayment participation will be located in a designated medically underserved area of the Commonwealth or in a state or local institution. All placements must be to an approved entity providing primary health care within the designated VMUA or HPSA or a state or local institution. Each applicant will be provided with a list of pre-approved areas.

12 VAC 5-508-140. Effective date for start of service.

Applicants become participants in the loan repayment program only when the applicant and the Commissioner or his designee have signed the loan repayment program contract. The effective start date of the obligated service under contract is the date of employment or the date of the Commissioner's signature, whichever is later.

If the contracted participant fails to begin or complete the period of professional practice to which he has agreed, the participant will be subject to the financial damages specified in the contract.

12 VAC 5-508-150. Repayment policy.

It will be the responsibility of the participant to negotiate with each lending institution for the terms of the educational loan repayments. Each lending institution must certify that the participant's debt is a valid educational loan prior to

payment by the loan repayment program. Any penalties associated with early repayment shall be the responsibility of the participant.

12 VAC 5-508-160. Disbursement procedure.

In an effort to assist loan repayment participants in reducing their educational debt with as little interest expense as is possible, the Virginia Physician Loan Repayment Program will disburse the funds in a lump sum payment. A participant will be paid one lump sum payment up to \$50,000 the first year for the minimum two-year commitment within forty-five days of execution of the contract. If a participant commits to a service obligation greater than two years, he will be paid a lump sum payment up to \$35,000 the following year depending on availability of funds, approximately forty-five days after the beginning of the subsequent year. The maximum number of years a participant can commit to is four years.

12 VAC 5-508-170. Compensation during service.

Each participant is responsible for negotiating his own compensation package directly with the site where he will provide primary health care services.

12 VAC 5-508-180. Tax implications.

Loan repayments are income, and therefore, are taxable by the United States Internal Revenue Service. It will be the responsibility of each participant to report the loan repayment award when preparing his tax return. Program participants should seek the advice of a qualified tax advisor regarding this matter.

The Board will provide a form 1099 to applicants awarded loan repayment.

12 VAC 5-508-190. Monitoring during service.

Monitoring of the service by participants shall be conducted on an on-going basis by Department staff. Service verification forms will be submitted by the participant to the Department semi-annually (every six months), countersigned by a representative of the service site, e.g., the Medical Director, Human Resource Coordinator, Chief Executive Officer, etc., certifying continuous full-time service by participants.

The participant is required to maintain practice records in a manner that will allow the Department to readily determine if the individual has complied with or is complying with the terms and conditions of the participation agreement. Department staff reserves the right to conduct a regular survey to assure that all participants are maintaining practices that accept Medicare and Medicaid assignment and do not discriminate based on the patient's ability to pay.

12 VAC 5-508-200. Change of practice site.

Should any participant find that he is unable to fulfill the service commitment at the loan repayment site to which he has committed to practice, he may be placed in breach of contract status or he may be expected to continue service at another approved loan repayment site within six months from departure from the previous site. This site will be selected in

consultation with the participant, and with the approval of the Commissioner.

In the event of a dispute between the participant and the site, every effort will be made to resolve the dispute before reassignment will be permitted.

12 VAC 5-508-210. Terms of service.

The following are the terms of service for the loan repayment program:

A. The participant shall contract to provide a minimum of two years with a maximum of up to four years in whole year increments. Additional service beyond the two year commitment is dependent upon the availability of state funds for the Virginia Physician Loan Repayment Program. An existing contract may be renewed for one year at a time up to a maximum of four years, as funds become available;

B. The participant shall begin service within 12 months from entering into the contract;

C. The participant shall provide full time service of at least 40 hours per week for 45 weeks per year, to allow for continuing education, holidays, and vacation. The minimum 40-hour week must not be performed in less than four days per week, with no more than 12 hours of work performed in any 24-hour period. Time spent in an "on-call" status will not count toward the 40-hour week. Any exceptions to the "on-call" provisions of this policy must be approved in advance by the Commissioner prior to placement.

D. No period of internship, residency, or other advanced clinical training may count toward satisfying a period of obligated service under this loan repayment program.

12 VAC 5-508-220. Conditions of practice.

A. The participant must agree to provide health service without discrimination regardless of a patient's ability to pay. Payments from Medicare and Medicaid or both must be accepted by the designated service site.

B. The participant must agree to comply with all policies, rules, and regulations of the designated service site.

Article 3.
Contract.

12 VAC 5-508-230. Loan repayment contract.

Prior to the becoming a participant in the Virginia Physician Loan Repayment Program, the applicant shall enter into a contract with the Commissioner agreeing to the terms and conditions upon which the loan repayment is granted. The contract shall:

A. Include the terms and conditions to carry out the purposes and intent of this program;

B. Provide that the participant will be required to provide primary health care services at an approved site in a designated medically underserved area or in a state or local institution for a minimum period of two years. A four-year commitment is required in order to be eligible

for the maximum amount of loan repayment, depending upon availability of funds. All loan repayment program participation will be contingent upon continuous, full-time practice in a medically underserved area of Virginia or in a state or local institution;

C. Provide for repayment of all amounts paid, plus interest, and penalties, less any service time, as set out in the contract in the event of breach of the contract;

D. Be signed by the applicant; and

E. Be signed by the Commissioner or his designee.

12 VAC 5-508-240. Breach of contract.

The following may constitute breach of contract:

A. Participant's failure to begin or complete his term of obligated service under the terms and conditions of the Virginia Physician Loan Repayment contract, regardless of the length of the agreed period of obligated service;

B. Participant's falsification or misrepresentation of information or misrepresentation of information on the Program application or verification forms or other required document;

C. Participant's employment being terminated for good cause, as determined by the employer and confirmed by the Department. If employment is terminated for reasons beyond the participant's control (e.g., closure of site), the participant must transfer to another approved site in a designated medically underserved area or in a state or local institution within six months of termination. Failure of participant to accept such a transfer site shall be deemed to be a breach of the contract; and

D. Participant's failure to provide all reasonable, usual and customary full-time health care service for at least forty-five (45) weeks per year.

12 VAC 5-508-250. Collection procedure.

If any person who has received funds and has been declared in breach of contract under this program at any time becomes an employee of the Commonwealth or any of its agencies, he shall be deemed to have agreed, as a condition of employment, to voluntarily or involuntarily withholding his wages to repay the default damages.

Failure of a participant to make any repayment of the penalty when it is due shall be cause for the Commissioner to refer the debt to the Attorney General of the Commonwealth of Virginia for collection. The recipient shall be responsible for any costs of collection as may be provided in Virginia law.

12 VAC 5-508-260. Waiver and suspension or both.

Participants have the obligation to complete full-time continuous service for the period of their entire commitment. Under unusual circumstances (e.g., illness), a participant may request that the Commissioner agree to a postponement of the service obligation. This postponement, if granted, will not relieve the participant of the responsibility to complete the remaining portion of the obligation. Such postponement will not be permitted as a matter of course, but may be allowed in the most compelling cases.

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Waiver of the default provisions may be considered if the participant suffers from a physical or mental disability which occurs after the participant's commitment and results in the total and permanent inability of the participant to perform the obligated service (as determined by the Commissioner), or if the participant dies during the period of obligated service.

12 VAC 5-508-270. Cash reimbursement and penalty.

Regardless of the length of the agreed period of obligated service, participants who serve less than the two-year minimum (but at least one year) are liable to pay monetary damages to the Commonwealth of Virginia as stated in the contract. The default penalty will require the participant to repay twice the total amount of the award received. So, that way if a recipient owes \$50,000, he would have to repay at total of \$100,000.

Article 4. Records and Reporting.

12 VAC 5-508-280. Reporting requirements.

Reporting requirements of the loan repayment participant are as follows:

A. Each participant shall at any time provide information as required by the Commissioner to verify compliance with the practice requirements of the Virginia Physician Loan Repayment Program, e.g., verification of employment, see 12 VAC 5-508-190.

B. Each participant shall promptly notify the Commissioner, in writing, within 30 days before any of the following events occur:

1. Participant changes name;
2. Participant changes address;
3. Participant changes practice site;
4. Participant no longer intends to fulfill service obligation as a primary care health care provider in a designated medically underserved area; or
5. Participant ceases to practice as a physician.

/s/ James S. Gilmore, III
Governor
Date: January 19, 2001

VA.R. Doc. No. R01-105; Filed January 23, 2001, 3:13 p.m.

Title of Regulation: 12 VAC 5-520-10 et seq. Regulations Governing the State Dental Scholarship Program (amending 12 VAC 5-520-10, 12 VAC 5-520-20, 12 VAC 5-520-30, and 12 VAC 5-520-80; adding 12 VAC 5-520-130 through 12 VAC 5-520-130-210; repealing 12 VAC 5-520-40, 12 VAC 5-520-50, 12 VAC 5-520-60, 12 VAC 5-520-70, 12 VAC 5-520-90, 12 VAC 5-520-110, and 12 VAC 5-520-120).

Statutory Authority: § 32.1-122.9 of the Code of Virginia.

Effective Dates: January 12, 2001, through January 11, 2002.

Preamble:

As a result of the 2000 Virginia General Assembly Session, HB 1075 and SB 576 were signed into Virginia statutory law effective March 24, 2000. This action requires that the emergency regulation be effective in 280 days or less. This regulation is not otherwise exempt under the provisions of § 9-6.14.4.1(C)(4). The emergency action will involve adoption of regulations governing the dentist loan repayment program funding graduating dentists as an incentive to practice in underserved areas of the Commonwealth. Emergency regulations will provide for orderly administration of the program. As the dentist loan repayment program serves as an augmentation to the dental scholarship program defined in § 32.1-122.9 of the Code of Virginia, establishment of the dentist loan repayment program will also require amendments to the dental scholarship regulations. For this reason, amending definitions of scholarship areas of need, amount of scholarship and distribution of scholarship funds are a necessary part of the emergency action to adopt the loan program regulations. To do one program in isolation of the other may jeopardize the interests and integrity of the other.

Adoption of the amended regulations providing for a dental scholarship program and a dental loan repayment program are needed to carry out the mandates of the Code of Virginia in an orderly and equitable manner, to assure that dental health services are available in the underserved areas of Virginia and to provide that no citizen of the Commonwealth will be without the availability of dental services.

Adoption of the loan repayment provisions, i.e., 12 VAC 5-520-10 and 12 VAC 5-520-130 through 12 VAC 5-520-180, will include: (i) defining applicants eligible for the program, including provisions that students of economically disadvantaged backgrounds receive due consideration; (ii) setting an amount of the loan repayment award; (iii) establishing criteria for the administration of the program in concert with the dental scholarship program; (iv) defining the contractual practice obligation of loan repayment recipients; (v) defining the conditions of default; (vi) criteria for repayment in event of default; (vii) enumerating reporting requirements of recipients; (viii) defining the loan repayment award amount; and (ix) allowing for special requests and approval in the event a fractional need for a dentist exits

in an underserved community. Loan repayment programs have proven generally more effective than scholarship programs in recruiting physicians to serve in health professional shortage areas (HPSAs) and a comparable benefit to dental health in the Commonwealth should accrue following the adoption of the loan repayment regulations.

The following amendments will provide for the orderly administration of the program in conjunction with the dentist loan repayment program: (i) amending 12 VAC 5-520-10 and deleting 12 VAC 5-520-40 and 12 VAC 5-520-50 to define words and terms used in the regulation as provided for in the Virginia Register Form, Style and Procedure Manual; (ii) amending 12 VAC 5-520-80 and deleting 12 VAC 5-520-90 to 12 VAC 5-520-120 to concisely define dental underserved area; (iii) moving 12 VAC 5-520-60 and 12 VAC 5-520-70 regarding special requests and fractional need to follow general regulations as provided for in the Virginia Register Form, Style and Procedure Manual; and (iv) adopting 12 VAC 5-520-130 to 12 VAC 5-520-210 to define eligible scholarship applicants, distribution of scholarships, contractual practice obligation, default, repayment and reporting to be consistent with the regulations adopted for the dentist loan repayment program.

Agency Contact: Doug Harris, Administrative Law and Regulatory Compliance Advisor, Department of Health, Main Street Station, 1500 E. Main Street, Room 214, Richmond, VA 23219, telephone (804) 786-3554, FAX (804) 786-4616 or e-mail dharris@vdh.state.va.us.

PART I. GENERAL PROVISIONS DEFINITIONS.

12 VAC 5-520-10. Purpose. Definitions.

~~These definitions are to be used in granting approval to recipients of state dental scholarships to practice dentistry in such a manner as to fulfill the terms of the contract which they sign on receiving the state dental scholarship.~~

The following words and terms, when used in this regulation, shall have the following meaning unless the context clearly indicates otherwise:

"Accredited dental school" means any dental school in the United States receiving accreditation from the Commission on Dental Accreditation.

"Board" or "Board of Health" means the State Board of Health.

"Commissioner" means the State Health Commissioner.

"Dental practice" means the practice of dentistry by a recipient in general or specialty dentistry in a geographic area determined to be fulfillment of the recipient's scholarship or loan repayment obligation or practice as a dentist with a designated state facility.

"Dental underserved area" means a geographic area in Virginia designated by the State Board of Health as a county or city in which the ratio of practitioners of dentistry to population is less than that for the Commonwealth as a whole

as determined by the commissioner or a dental health professions shortage area using criteria described in Part II of this regulation.

"Dentist loan repayment award" means an amount repaid to a dentist for dental school loans in an amount equivalent to one year in-state tuition at Virginia Commonwealth University School of Dentistry for the year in which the loan was acquired and for which the dentist is under a contractual obligation to repay through practice in an underserved area.

"Dentist loan repayment program" means the program established by § 32.1-122.9:1 of the Code of Virginia that allocates funds appropriated in conjunction with the dental scholarship program to increase the number of dentists in underserved areas of Virginia.

"Designated state facility" means practice as a dentist in a facility operated by the Virginia Department of Health or Department of Mental Health, Mental Retardation and Substance Abuse Services.

"Full time dental practice" means the practice of dentistry for an average of a minimum of 32 hours per week excluding those exceptions enumerated in Part III of this regulation.

"General dentistry" means the evaluation, diagnosis, prevention and treatment (nonsurgical, surgical or related procedures) of diseases, disorders and conditions of the oral cavity, maxillofacial and adjacent and associated structures and their impact on the human body.

"Governing Board of Virginia Commonwealth University" means the official governing body of the university or its designee.

"Interest at the prevailing bank rate for similar amounts of unsecured debt" means the prime lending rate as published in the Wall Street Journal on the last day of the month in which the decision to repay is communicated to the commissioner by the recipient, plus two percentage points.

"Internship or residency at an approved institution or facility" means an advanced dental education program in general dentistry, or dental specialty accredited by the American Dental Association.

"Participating dental school" means Virginia Commonwealth University School of Dentistry.

"Penalty" means an amount of money equal to three times the amount of all monetary scholarship or loan repayment awards paid to the recipient.

"Period of dental service" means one year of service in a dental underserved area in return for one year of scholarship or loan repayment as defined in Part III of this regulation.

"Primary dental health care" means the practice of general or specialty dentistry.

"Public health service" means employment with the United States Public Health Service.

"Restitution" means the amount of monetary reimbursement, including repayment of all pertinent scholarship or loan repayment awards plus penalty and applicable interest as set forth in this regulation, owed to the

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Commonwealth of Virginia by a scholarship recipient who is in default of his contractual obligation as provided for in this chapter.

"Scholarship recipient" means an eligible dental student who enters into a contract with the commissioner and receives one or more scholarship awards from the Virginia Dental Scholarship Program.

"Specialty dental practice" means the advanced practice of dentistry in any American Dental Association approved specialty including pediatric dentistry, periodontics, prosthodontics, oral and maxillofacial surgery, oral pathology, public health, endodontics, or orthodontics.

"Virginia dental scholarship" means an award of an amount equivalent to one year of in-state tuition at Virginia Commonwealth University School of Dentistry for the academic year a student is enrolled in a participating dental school and for which the dental student entered a contractual obligation to repay through practice in an underserved area.

12 VAC 5-520-20. Administration of program.

The State Health Commissioner, as executive office officer of the Board of Health, shall administer this program. Any requests for deviation from the prescribed definitions shall be considered on an individual basis by the board in regular session.

12 VAC 5-520-30. Applicability.

These definitions shall apply to all recipients who begin fulfillment of their scholarship or loan repayment obligation on July 1, 1979 2001, or later; provided that approval given by the commissioner prior to the effective date of these regulations shall remain in full force and effect.

PART II. PRACTICE OF GENERAL DENTISTRY.

12 VAC 5-520-40. Definition. (Repealed.)

~~The practice of general dentistry shall be constituted when the practitioner has a general patient population which he sees in the course of his professional practice for the diagnosis, treatment, or referral of whatever dental problems may be presented. This type of practice is generally classified by the dental community as general practice.~~

PART III. AREA OF NEED.

12 VAC 5-520-50. Definition. (Repealed.)

~~An "area of need" shall mean any county or city in which the ratio of practitioners of general dentistry to population is less than that for the Commonwealth as a whole as determined by the commissioner using criteria described in Part IV of this chapter.~~

12 VAC 5-520-60. Special requests for approval. (Repealed.)

~~Requests for approval of practice of general dentistry in an area in which the ratio, or in an identified sub-area of a city or county, shall be considered by the Board of Health on an individual basis. To obtain the board's approval the~~

~~scholarship recipient shall substantiate to the board's satisfaction that the ratio does not correctly depict the provision of general dental services in the city or county and that additional general practitioners are necessary. Examples of situations deserving special consideration include topography, age or physical health of general practitioners in the area, and sub-areas of high density population which can be geographically identified and shown to have a ratio less than the state ratio.~~

12 VAC 5-520-70. Fractional need. (Repealed.)

~~The Board of Health recognizes that instances will occur when the ratio of practitioners of general dentistry to population reflects a fractional share of need. In such instances and in recognition of the advantages which accrue to the dentist and the community from two or more dentist working on an associated or cooperative basis, the commissioner may in his discretion favorably consider the approval of an additional dentist in order to facilitate such an arrangement.~~

PART IV. PART II. CRITERIA FOR DEVELOPING RATIO. DENTAL UNDERSERVED AREA.

12 VAC 5-520-80. Population and dentist data.

In order to determine the *population to dentist* ratio, the commissioner shall:

~~1- A. Use the population estimates of the Taylor Murphy Institute of the University of Virginia, which are effective July 1 of each year data or projections from the United States Census for independent cities and counties with independent cities within their boundaries; and~~

~~2- B. Determine the number of practitioners of general dentistry from data secured from questionnaires distributed by the Virginia State Board of Dentistry, supplemented by data from the board's license renewal applications, and the American Dental Association adjusting for those dentists licensed in Virginia but practicing in other states, the military and retired dentists with active licenses; and~~

~~C. Calculate this ratio every five years or as needed; and~~

~~D. Include as dental underserved areas those cities and counties determined to be dental health professions shortage areas as defined by the Department of Health and Human Services for designating a federal shortage area for the practice of dentistry as outlined in 42 CFR 5.1.~~

12 VAC 5-520-90. Dentist classification. (Repealed.)

~~The commissioner shall include dentists, except those in practice under assignment by the National Health Service Corps, classifying themselves as general practitioners.~~

12 VAC 5-520-100. Weight for full-time. (Repealed.)

~~A county or city will receive full weight for dentist indicating full-time spent in patient care.~~

12 VAC 5-520-110. ~~Weight for part-time. (Repealed.)~~

~~A county or a city will receive the appropriate fractional weight for dentist indicating less than full-time spent in patient care.~~

12 VAC 5-520-120. ~~Weight for primary and secondary office locations. (Repealed.)~~

~~For dentists who indicate primary and secondary office locations in separate counties or cities, a county or city shall receive its appropriate fractional weight of time spent in the primary or secondary location.~~

PART III.

SCHOLARSHIP AND LOAN REPAYMENT AWARDS.

12 VAC 5-520-130. Eligible applicants.

A. Any currently enrolled dental student in good standing and full-time attendance at Virginia Commonwealth University School of Dentistry, who has not entered the first year of an accredited residency, shall be eligible for the Virginia dental scholarship. Preference for the scholarship award shall be given to residents of the Commonwealth, students who are residents of a dental underserved area, and students from economically disadvantaged backgrounds.

B. Any graduate of an accredited dental school in the United States who is establishing a practice in general or specialty dentistry in an underserved area or practicing dentistry in a designated state facility in an underserved area shall be eligible to apply for the Virginia dentist loan repayment program. Eligible applicants will be within five years of graduation from an accredited undergraduate dental program and have existing loans accumulated as a result of their first professional education. Dentists who have received dental scholarship program awards and dentists who have accepted Exceptional Financial Need (EFN) and Financial Assistance for Disadvantaged Health Professions Students (FADHPS) scholarships are not eligible for the Dentist Loan Repayment Program.

12 VAC 5-520-140. Scholarship and loan repayment award.

A Virginia dental scholarship or loan repayment shall be awarded to the recipient upon or following the recipient's execution of a contract with the commissioner for scholarship or loan repayment by practicing dentistry in an underserved area as defined in this chapter.

12 VAC 5-520-150. Distribution of scholarships and loan repayment awards.

The Virginia General Assembly establishes the total combined appropriation for the dental scholarship and dentist loan repayment programs. Funds shall be awarded for these programs based on the following criteria:

A. Virginia Commonwealth University School of Dentistry shall establish an application procedure and annually submit the names of qualified students to receive scholarships in accordance with the criteria for preference enumerated in this section. Dental Scholarships will be awarded on or before October 30 of each fiscal year with remaining funds disbursed through the dentist loan repayment program. The total annual

number of scholarship awards will be based on availability of funds. Individual scholarship recipients may receive a maximum of five scholarship awards. Scholarship recipients may not also request loan repayment through the dentist loan repayment program.

B. The application period for the dentist loan repayment program will follow that for the dental scholarship program, with awards made by December 31 of each fiscal year. Preference for loan repayment awards will be given to dental students graduating from Virginia Commonwealth University School of Dentistry and those with established financial need and will be conditional upon existing funding. Individual loan repayment recipients may receive a maximum of three awards upon graduation from dental school. All awards will be competitive based on the criteria enumerated in this section and will be based on availability of loan repayment funds once scholarship funds are disbursed.

12 VAC 5-520-160. Contractual practice obligation.

Prior to the payment of money to a scholarship or loan repayment awardee, the commissioner shall prepare and enter into a contract with the recipient. The contract shall:

A. Provide that the recipient of the dental scholarship award shall pursue the dental course of Virginia Commonwealth University until graduation, and upon graduation or upon graduation from an accredited residency program that does not exceed four years, shall notify the commissioner in writing of his proposed practice location or intent to enter a residency not more than 30 days after graduation and begin his approved practice within 90 days after completing dental school or residency, and thereafter continuously engage in full-time dental practice in a dental underserved area of Virginia, or in a designated state facility, for a period of years equal to the number of annual scholarships received.

B. Provide that upon graduation from an accredited dental school and receiving notification of the dentist loan repayment award, the dentist shall begin his approved practice within 90 days and thereafter continuously engage in full-time dental practice or in a designated state facility in a dental underserved area of Virginia for a period of years equal to the number of loan repayment awards received.

C. At any time prior to entering practice, the scholarship or loan repayment recipient shall be allowed to select a future practice location from the listing of dental underserved areas maintained by the board.

D. Provide that the recipient may request approval of a change of practice location. The commissioner in his discretion may approve such a request, but only if the change is to a practice location in a dental underserved area or a state facility designated by the Board of Health.

E. Provide that the recipient shall repay the scholarship or loan repayment obligation by practicing dentistry on a full-time basis in a dental underserved area, shall maintain office hours convenient for the population of the area to have access to the recipient's services and shall participate in all government-sponsored insurance programs designed to assure access to dental services of recipients of public assistance. The recipient shall not selectively place limits on

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the numbers of such patients admitted to the practice, and shall charge the usual, customary and reasonable fees prevailing in the area in which practice is located.

F. Provide that the recipient shall not voluntarily obligate himself for more than the minimum period of military service required of dentists by the laws of the United States and that upon completion of the minimum period of military service, the recipient shall promptly begin and thereafter continuously engage in full-time dental practice in a dental underserved area of Virginia, or in a designated state facility, for the period of years equal to the number of scholarships received. Dental practice in military service or U. S. Public Health Service may not be substituted for scholarship obligation.

G. Provide that the recipient shall receive credit toward fulfillment of his contractual obligation at the rate of 12 months of dental practice for each scholarship or loan repayment award paid to the recipient. The recipient may be absent from the place of approved practice for a total of seven weeks in each 12-month period for personal reasons. Absence for a period in excess of seven weeks without the written permission of the commissioner shall result in proportional reduction of the period of credit toward fulfillment of the contractual obligation.

H. Provide that should the scholarship recipient pay restitution by not serving his scholarship obligation in an underserved area and fulfill the terms of his contract through dental practice as outlined in this subsection, that the recipient will be reimbursed for all or part of any scholarship amount based on the fulfillment of the scholarship obligation in an underserved area plus interest at the prevailing bank rate for unsecured debt.

PART IV. SPECIAL REQUESTS.

12 VAC 5-520-170. Special requests for approval.

Special requests for approval of the practice of dentistry in an area in which the ratio does not meet the definition of an area of need, shall be considered by the Board of Health on an individual basis. To obtain the board's approval the scholarship or loan repayment recipient shall substantiate to the board's satisfaction that the ratio does not correctly depict the provision of dental services in the city or county and that additional practitioners are necessary. Examples of situations deserving special consideration may include topography, age or physical health of dental practitioners in the area, and sub-areas of high density population which can be geographically identified and shown to have a ratio less than the state ratio.

12 VAC 5-520-180. Fractional need.

The Board of Health recognizes that instances will occur when the ratio of dental practitioners to population reflects a fractional share of need. In such instances and in recognition of the advantages which accrue to the dentist and the community from two or more dentists working on an associated or cooperative basis, the commissioner may in his discretion favorably consider the approval of an additional dentist in order to facilitate such an arrangement.

12 VAC 5-520-190. Default.

With respect to default, the contract shall provide that a scholarship or loan repayment recipient who fails to fulfill his obligation to practice dentistry as described in 12 VAC 5-520-160 shall be deemed in default under the following circumstances and shall forfeit all monetary scholarship or loan repayment awards made to him, and shall make repayment of those funds, plus interest, plus penalty where applicable, to the Commonwealth of Virginia as provided for in this chapter:

A. Provide that if the scholarship recipient defaults while still in dental school or residency, by voluntarily notifying the commissioner in writing that he will not practice dentistry in a Virginia dental underserved area as required by his contract, by voluntarily not proceeding to the next year of dental education or residency, or by withdrawing from dental school or residency, the student shall pay the Commonwealth of Virginia all monetary scholarship awards plus interest at the prevailing rate form similar amounts of unsecured debt.

B. Provide that the scholarship recipient who defaults by failing to maintain grade levels that will allow the dental student to graduate, or by reason of his dismissal from dental school for any reason, shall repay the Commonwealth of Virginia all monetary scholarship awards plus interest on the amount to the Commonwealth.

C. Provide that if the scholarship or loan repayment recipient is in default due to death or permanent disability so as not to be able to engage in dental practice, the recipient or his personal representative shall repay the Commonwealth all monetary scholarship awards plus eight percent interest on the amount of the award. Partial fulfillment of the recipient's contractual obligation by the practice of dentistry as provided for in this contract prior to death or permanent disability shall reduce the amount of repayment plus interest due by a proportionate amount of money, such proportion being determined as the ratio of the number of whole months that a recipient has practiced dentistry in an approved location to the total number of months of the contractual obligation the recipient has incurred. The commissioner may waive all or part of the scholarship or loan repayment obligation under application by the recipient or his estate under these conditions and consider whole or partial forgiveness of payment or service in consideration of individual cases of extraordinary hardship.

D. Provide that any recipient of a scholarship or loan repayment, who defaults by evasion or refusal to fulfill the obligation to practice dentistry in an underserved area or designated state facility for a period of years equal to the number of annual scholarships or loan repayment awards received, shall make restitution by repaying all monetary scholarship or loan repayment awards, plus penalty, plus interest to the Commonwealth of Virginia.

E. A scholarship or loan repayment recipient will be considered to be in such default on the date:

1. The commissioner is notified in writing by the recipient that he does not intend to fulfill his contractual obligation;

2. The recipient has not accepted a placement and commenced his period of obligated practice as provided for in 12 VAC 5-520-160; or

3. The recipient absents himself without the consent of the commissioner from the place of dental practice, which the commissioner has approved for fulfillment of his contractual obligation.

days with such information as may be requested by the commissioner.

/s/ James S. Gilmore, III
Governor

Date: January 10, 2001

VA.R. Doc. No. R01-89; Filed January 12, 2001, 2:17 p.m.

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PART V.
REPAYMENT.

12 VAC 5-520-200. Repayment.

Repayment requirements for scholarship and loan repayment recipients are as follows:

A. Payment of restitution or repayment of award plus interest shall be due on the date that the recipient is deemed by the commissioner to be in default.

B. The commissioner in his discretion shall permit extension of the period of payment of restitution plus interest for up to 24 months from the date that the recipient is deemed to be in default.

C. Partial fulfillment of the recipient's contractual obligation by the practice of dentistry as provided for in this contract, shall reduce the amount of restitution or payment plus interest due by an amount of money equal to the same percentage of all monetary awards as the number of whole months that the recipient has practiced dentistry in an approved location as a percentage of the total number of months of the contractual obligation the recipient has incurred.

D. Failure of a recipient to make any payment on his debt of restitution plus interest when it is due shall be cause for the commissioner to refer the debt to the Attorney General of the Commonwealth of Virginia for collection. The recipient shall be responsible for any costs of collection as may be provided in Virginia law.

PART VI.
RECORDS AND REPORTING.

12 VAC 5-520-210. Reporting requirements.

Reporting requirements of Virginia Commonwealth University School of Dentistry, scholarship and loan repayment recipients are as follows:

A. Virginia Commonwealth University School of Dentistry shall maintain accurate records of the status of scholarship recipients until the recipient's graduation from dental school. The dental school shall provide a report listing the status of each recipient annually to the commissioner.

B. Each scholarship and loan repayment recipient shall at any time provide information as requested by the commissioner to verify compliance with the practice requirements of the scholarship or loan repayment contract. The recipient shall report any changes of mailing address, change of academic standing, change of intent to fulfill his contractual obligation and any other information, which may be relevant to the contract, at such time as changes or information may occur. The recipient shall respond within 60

FORMS

TITLE 14. INSURANCE

STATE CORPORATION COMMISSION

EDITOR'S NOTICE: The following forms have been amended by the State Corporation Commission. The forms are available for public inspection at the State Corporation Commission, 1300 East Main Street, Richmond, VA 23219. Copies of the forms may be obtained from Vicki M. Ayers, 1300 East Main Street, P.O. Box 1157, Richmond, VA 23219, telephone (804) 786-9521 or e-mail vayers@scc.state.va.us.

Title of Regulation: **14 VAC 5-350-10 et seq. Rules Governing Surplus Lines Insurance.**

FORMS

Form SLB-1, *Individual* Application for License for an ~~Individual~~ a Surplus Lines Broker, Part 1 (rev. ~~4/00~~ 1/01).

Form SLB-1, *Business Entity* Application for License for a ~~Partnership or Corporation~~ Surplus Lines Broker, Part 2 (eff. ~~4/00~~ rev. 1/01).

Form SLB-2, Bond for Surplus Lines Insurance Broker, ~~Part 1~~ (rev. ~~4/00~~ 1/01).

~~Form SLB-2, Acknowledgment of Principal (Individual or Partnership), Part 2 (eff. 1/00).~~

~~Form SLB-2, Acknowledgment of Principal (Corporations Only), Part 3 (eff. 1/00).~~

Form SLB-3, Quarterly Combined Affidavit by Surplus Lines Broker (rev. 9/99).

Form SLB-4, Annual Combined Affidavit by Surplus Lines Broker (rev. 9/99).

Form SLB-5, Surplus Lines Quarterly Report (rev. 9/99).

Form SLB-6, Surplus Lines Annual Report (rev. 9/99).

Form SLB-7, Quarterly Gross Premiums Tax Report (rev. 9/99).

Form SLB-8, Annual Gross Premiums Tax Report (rev. 9/99).

Form SLB-9, Notice to Insured (eff. 9/96).

Form SLB-10, Commercial Insured Waiver (eff. 9/96).

VIRGINIA FORM SLB-1 - PART 1
Commonwealth of Virginia
State Corporation Commission, Bureau of Insurance

INDIVIDUAL APPLICATION FOR LICENSE FOR A SURPLUS LINES BROKER

The undersigned applicant, who is currently licensed as a Property & Casualty Agent in the Commonwealth of Virginia, hereby applies for a license as a Surplus Lines Broker under the provisions of Chapter 48 (§ 38.2-4800 et seq.) of Title 38.2 of the Code of Virginia and the Commission's Rules Governing Surplus Lines Insurance (14 VAC 5-350-10 et seq.) for the term expiring on the 15th day of March next succeeding the license issue date.

Remittance of (\$50.00) (\$25.00) is submitted herewith to cover the required initial license fee. (If license application is filed on or before September 15, the license fee is \$50.00; if filed after September 15, the license fee is \$25.00). Note that the fee for license renewal is \$50.

1. Name of Applicant _____ SS # _____
Tel No. (____) _____
2. Business Address _____
(Street Number)
(Town or City) _____ (State) _____ (Zip Code) _____
3. Residence Address _____
(Street Number)
(Town or City) _____ (State) _____ (Zip Code) _____

The submission of this application signifies the applicant's understanding and agreement to abide by the requirements outlined in Chapter 48 (§ 38.2-4800 et seq.) of Title 38.2 of the Code of Virginia and the Commission's Rules Governing Surplus Lines Insurance (14 VAC 5-350-10 et seq.) regarding insurance transacted under the authority granted by the applicant's licensure as a surplus lines broker.

APPLICANT'S CERTIFICATION AND ATTESTATION

I hereby certify, under penalty of perjury, that all of the information submitted in this application and attachments thereto is true and complete. I am aware that submitting false information or omitting pertinent or material information in connection with this application is grounds for denial of this application or future license revocation if the license applied for is issued, and that I may also be subject to civil or criminal penalties.

Signature of Applicant _____ Date _____

VIRGINIA FORM SLB-1, PART 2 (Rev. 01/01)

VIRGINIA FORM SLB-1 - PART 2
Commonwealth of Virginia
State Corporation Commission, Bureau of Insurance

BUSINESS ENTITY APPLICATION FOR LICENSE FOR A SURPLUS LINES BROKER

The undersigned applicant, who is currently licensed as a Property & Casualty Agent in the Commonwealth of Virginia, hereby applies for a license as a Surplus Lines Broker under the provisions of Chapter 48 (§ 38.2-4800 et seq.) of Title 38.2 of the Code of Virginia and the Commission's Rules Governing Surplus Lines Insurance (14 VAC 5-350-10 et seq.) for the term expiring on the 15th day of March next succeeding the license issue date.

Remittance of (\$50.00) (\$25.00) is submitted herewith to cover the required initial license fee. (If license application is filed on or before September 15, the license fee is \$50.00; if filed after September 15, the license fee is \$25.00). Note that the fee for license renewal is \$50.

1. Name of Applicant _____ IRS # _____
Tel No. (____) _____
2. Business Address _____
(Street Number)
(Town or City) _____ (State) _____ (Zip Code) _____

3. Active Members - Individuals to act for partnership, limited liability company, or corporation in the transaction of insurance under authority of license applied for - limited to partners, officers, directors, or employees of applicant, each of whom is individually licensed as a Property and Casualty Insurance Agent as defined in Section 38.2-1800 of the Code of Virginia. Attach additional sheet if necessary.

NAME	SS#	TITLE	RESIDENCE ADDRESS

The submission of this application signifies the applicant's understanding and agreement to abide by the requirements outlined in Chapter 48 (§ 38.2-4800 et seq.) of Title 38.2 of the Code of Virginia and the Commission's Rules Governing Surplus Lines Insurance (14 VAC 5-350-10 et seq.) regarding insurance transacted under the authority granted by the applicant's licensure as a surplus lines broker.

APPLICANT'S CERTIFICATION AND ATTESTATION

I hereby certify, under penalty of perjury, that all of the information submitted in this application and attachments thereto is true and complete. I am aware that submitting false information or omitting pertinent or material information in connection with this application is grounds for denial of this application or future license revocation if the license applied for is issued, and that I may also be subject to civil or criminal penalties.

Print Name of Applicant _____ Title _____
Signature of Applicant (Officer or Partner) _____ Date _____

VIRGINIA FORM SLB-1, PART 2 (Rev. 01/01)

VIRGINIA FORM SLB-2

BOND FOR SURPLUS LINES INSURANCE BROKER
(To comply with Section 38.2-4804 of the Code of Virginia)

KNOW ALL MEN BY THESE PRESENTS, That _____ of _____, as Principal, and the _____ Company, a corporation organized and existing under the laws of the State of _____, and authorized to do business in the Commonwealth of Virginia, as Surety, are held and firmly bound unto the COMMONWEALTH OF VIRGINIA in the penal sum of TWENTY-FIVE THOUSAND DOLLARS (\$25,000) for the payment of which, well and truly to be made, we, and each of us, bind ourselves, our heirs, successors and assigns, jointly and severally, firmly by these presents.

SIGNED, SEALED, AND DATED THIS _____ day of _____, 20____

THE CONDITION OF THIS OBLIGATION IS SUCH THAT:

WHEREAS, the said Principal has applied to the State Corporation Commission of the Commonwealth of Virginia for a license to act as a Surplus Lines Broker pursuant to Chapter 48 (§ 38.2-4800 et seq.) of the Code of Virginia and, in accordance with Section 38.2-4804 thereof, is required to give a corporate surety bond unto the COMMONWEALTH OF VIRGINIA in the penal sum of TWENTY-FIVE THOUSAND DOLLARS (\$25,000);

NOW THEREFORE, the condition of this obligation is such that if the said Principal shall conduct business under said license in accordance with the provisions of the laws and regulations of the Commonwealth of Virginia pertaining to Surplus Lines Brokers, and, further, shall promptly remit the taxes and assessments provided by such laws and regulations, then this obligation shall be null and void; otherwise, to remain in full force and effect;

PROVIDED, this bond shall cover the acts of the Principal during the period beginning on the date such license becomes effective and ending on the fifteenth day of March next succeeding; and in no event shall the Surety's aggregate liability hereunder for all losses exceed the penal sum of TWENTY-FIVE THOUSAND DOLLARS (\$25,000);

PROVIDED FURTHER, the Surety may be released from liability for future breaches of the conditions of this bond only after thirty days have elapsed from the giving of written notice to the State Corporation Commission of the Commonwealth of Virginia of its desire to be so released;

APPLICANT'S CERTIFICATION AND ATTESTATION

I hereby certify, under penalty of perjury, that all of the information submitted on the bond hereto is true and complete. I am aware that submitting false information or omitting pertinent or material information in connection with this bond is grounds for denial of this application or future license revocation if the license applied for is issued, and that I may also be subject to civil or criminal penalties.

Signature of Applicant (Individual or Officer of Corporation) _____

Date _____

VIRGINIA FORM SLB-2 (Rev. 01/01)

GOVERNOR

EXECUTIVE ORDER NUMBER SEVENTY-THREE (2001)

EXPAND THE USE OF THE INTERNET FOR THE COMMONWEALTH'S RECRUITMENT AND POSITION ADVERTISING

The Commonwealth of Virginia has been widely recognized for the innovative ways in which many of its agencies and institutions are using the tools offered by new technologies to deliver information and services to citizens and businesses. Web-based technology, in particular, is being successfully applied to a wide range of administrative processes within state government to make them more efficient. The Commonwealth must continue to use such technological capabilities in the further interest of improving productivity and enhancing customer service. One such opportunity to produce efficiency savings and broaden citizen access to government involves centralizing the Commonwealth's recruitment process and making greater use of the Internet.

Therefore, by virtue of the authority vested in me as Governor under the laws of the Commonwealth including but not limited to Chapter 5 of Title 2.1 of the Code of Virginia, and subject to my continuing and ultimate authority and responsibility to act in such matters, I do hereby direct that the recruitment advertising program described herein shall be implemented no later than January 10, 2001, and that all agencies of the executive branch of the Commonwealth, including institutions of higher education, shall participate in the program.

All executive branch agencies shall use the automated job posting system known as RECRUIT to identify and publicize all positions covered under the Virginia Personnel Act for which they are actively recruiting.

The Department of Human Resource Management (DHRM) shall develop and coordinate a centralized recruitment advertising program. The program shall involve coordination of a single Commonwealth of Virginia recruitment ad in newspapers, within which will be included brief notices of all positions under recruitment. The notices will refer the reader to a website, RECRUIT, or the Virginia Employment Commission, where details of each position advertisement can be obtained. DHRM will negotiate with the newspapers for such special rates as are available, and the respective agencies with positions under recruitment shall reimburse DHRM for the advertising costs.

The Secretary of Administration, in conjunction with DHRM, shall develop guidelines for developing advertisements consistent with state and federal law, and shall work with any agency needing assistance to implement this order.

This Executive Order shall become effective retroactive to January 1, 2001, and remain in full force and effect until superseded or rescinded by future executive action.

Given under my hand and under the Seal of the Commonwealth of Virginia this 11th day of January, 2001.

/s/ James S. Gilmore, III
Governor

GOVERNOR'S COMMENTS ON PROPOSED REGULATIONS

TITLE 9. ENVIRONMENT

VIRGINIA WASTE MANAGEMENT BOARD

Title of Regulation: **9 VAC 20-70-10 et seq. Financial Assurance Regulations for Solid Waste Facilities.**

I have reviewed the proposed regulation on a preliminary basis. While I reserve the right to take action under the Administrative Process Act during the final adoption period, I have no objection to this regulation based on the information and public comment currently available.

/s/ James S. Gilmore, III
Governor

Date: December 6, 2000

VA.R. Doc. No. R00-91; Filed January 18, 2000, 11:02 a.m.



GUIDANCE DOCUMENTS

Chapter 11 of the 1997 Acts of Assembly requires annual publication in the *Virginia Register* of guidance document lists from state agencies covered by the Administrative Process Act (§ 9-6.14:1 et seq.) and the Virginia Register Act (§ 9-6.15 et seq.). A guidance document is defined as "...any document developed by a state agency or staff that provides information or guidance of general applicability to the staff or public to interpret or implement statutes or the agency's rules or regulations..." Agencies are required to maintain a complete, current list of all guidance documents and make the full text of such documents available to the public.

Generally, the format for the guidance document list is: document number (if any), title of document, date issued or last revised, and citation of Virginia Administrative Code regulatory authority or Code of Virginia statutory authority. Questions concerning documents or requests for copies of documents should be directed to the contact person listed by the agency.

DEPARTMENT OF ACCOUNTS

Copies of the following documents may be viewed during regular work days from 8 a.m. until 5 p.m. in the office of the Department of Accounts, 101 N. 14th Street, 2nd Floor, 910 West Franklin Street, Richmond, VA 23219. Copies may be obtained free of charge by contacting Michael E. Rider at P.O. Box 1971, Richmond, Va. 21218-1971, telephone (804) 225-3051 or e-mail mrider@doa.state.va.us.

Questions regarding interpretation or implementation of these documents may be directed to James W. Fisher, Director of Finance and Administration, Department of Accounts, telephone (804) 225-3045 or e-mail jfisher@doa.state.va.us.

Guidance Documents:

Commonwealth Accounting Policies and Procedures (CAPP) Manual, continuously updated. This document is a compendium of information that provides accounting guidance for state agencies and institutions.

Financial Statement Preparation for Agencies and Institutions, updated annually. There are two documents: one for agencies and one for institutions that provide financial statement preparation guidance.

Year-end Closing Procedures, prepared annually. This document provides guidance to agencies and institutions regarding proper procedures for closing the state accounting year.

DEPARTMENT FOR THE AGING

Copies of the following documents may be viewed during regular work days from 8:30 a.m. until 5 p.m. in the office of the Department for the Aging, 1600 Forest Avenue, Suite 102, Richmond, VA 23229. Copies may be obtained free of charge by contacting Bob Knox at the address above, telephone (804) 662-9321, FAX (804) 662-9354, or e-mail rknox@vdh.state.va.us.

Questions regarding interpretation or implementation of these documents may be directed to Bob Knox at the address above, telephone (804) 662-9321, FAX (804) 662-9354, or e-mail rknox@vdh.state.va.us.

Guidance Documents:

State Plan for Aging Services: October 1, 1999 – September 30, 2003, effective October 1, 1999, implementing Title III and

Title VII of the Older Americans Act of 1965 as amended, § 2.1-373 A 3.

1999-2003 Area Plans for Aging Services, Guidance: FY 2001 Update, issued June 8, 2000, interpreting 22 VAC 5-20-80.

Title III Service Standards, updated and re-issued July 6, 1999, interpreting 22 VAC 5-20-80.

Case Management for Elderly Virginians Program, Policies and Procedures Manual, issued July 1994, interpreting 22 VAC 5-20-80.

Fee for Service Program Guidelines and Report, updated and re-issued April 27, 2000, implementing Item 296 of the 1997 Appropriations Act.

DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES

Office of Consumer Affairs

Copies of the following documents may be viewed during regular workdays from 8:15 a.m. until 5 p.m. at the Office of Consumer Affairs, Washington Building, Suite 100, 1100 Bank Street, Richmond, VA 23219. Copies may be obtained by contacting Sheerie C. Ayres, Office of Consumer Affairs, at the same address, telephone (804) 786-1381 or FAX (804) 786-5112. Copies are available free of charge. However, large quantities may be subject to copying and mailing fees.

Questions regarding interpretation or implementation of these documents may be directed to Andy Alvarez, Program Manager, Office of Consumer Affairs, Washington Building, Suite 1101, 1100 Bank Street, Richmond, VA 23219, telephone (804) 786-1381 or FAX (804) 786-5112.

Guidance Documents:

Virginia Credit Services Businesses Act Application Form, revised July 1995, § 59.1-335.3

Virginia Credit Services Businesses Act Bond Form, revised July 1995, § 59.1-335.4

Virginia Credit Services Businesses Act Letter of Credit Form, revised July 1995, § 59.1-335.4

Virginia Credit Services Businesses Act Remittance Form, revised July 1995, § 59.1-335.3

Virginia Extended Service Contract Act Application Form, revised June 1997, § 59.1-436

Virginia Extended Service Contract Act Bond Form, revised July 1995, § 59.1-437

Virginia Extended Service Contract Act Letter of Credit Form, revised July 1995, § 59.1-437

Virginia Extended Service Contract Act Registration Review Form, revised June 1997, § 59.1-436

Virginia Extended Service Contract Act Remittance Form, revised June 1997, § 59.1-436

Virginia Health Spa Act Application Form, revised May 1999, § 59.1-296.1

Virginia Health Spa Act Bond Form, revised July 1995, § 59.1-306

Virginia Health Spa Act Letter of Credit Form, revised July 1995, § 59.1-306

Virginia Health Spa Act Contract Checklist Form, revised July 1995, § 59.1-296.1

Virginia Health Spa Act Contract Deficiencies, revised July 1995, § 59.1-296

Virginia Health Spa Act Registration Review Form, revised April 1998, § 59.1-296.1

Virginia Health Spa Act Remittance Form, revised February 1997, § 59.1-296.1

Virginia Membership Camping Act Application Form, revised September 1995, § 59.1-318

Virginia Membership Camping Act Registration Review Form, revised April 1997, § 59.1-318

Virginia Membership Camping Act Remittance Form, revised April 1997, § 59.1-318

Virginia Solicitation of Contributions Act Charitable and Civic Organization Preliminary Exemption Review Form, revised September 1996, § 57-49

Virginia Solicitation of Contributions Act Charitable and Civic Organization Master File Review Form, revised January 1997, § 57-49

Virginia Solicitation of Contributions Act Charitable and Civic Organization Annual Review Summary Form, revised January 1997, § 57-49

Virginia Solicitation of Contributions Act Professional Solicitor and Professional Fund Raising Counsel Master File Review Form, revised September 1997, § 57-49

Virginia Solicitation of Contributions Act Professional Solicitor and Professional Fund Raising Counsel Annual Review Summary Form, revised September 1997, § 57-49

Virginia Solicitation of Contributions Act Remittance Form, revised May 1995, § 57-49

Virginia Travel Club Act Additional Registration Guidelines, revised April 1997, § 59.1-446

Virginia Travel Club Act Application Form, revised September 1995, § 59.1-446

Virginia Travel Club Act Bond Form, revised September 1995, § 59.1-447

Virginia Travel Club Act Letter of Credit Form, revised September 1995, § 59.1-447

Virginia Travel Club Act Remittance Form, revised September 1995, § 59.1-446

Office of Consumer Affairs Policies and Procedures Manual, revised 1994, § 3.1-18.1 et seq. and § 59.1-196 et seq.

Complaint Form, revised October 1999, § 2.1-377 et seq. and § 2.1-340 et seq.

Office of Dairy and Foods

Copies of the following document may be viewed during regular workdays from 8:15 a.m. until 5 p.m. in the Office of Dairy and Foods, Washington Building, Room 502, 1100 Bank Street, Richmond, VA 23219. Copies may be obtained for \$30.75 by contacting Sandra Linkous at the same address, telephone (804) 786-8899 or FAX (804) 371-7792.

Questions regarding interpretation or implementation of this document may be directed to Ryan W. Davis, Program Supervisor, Food Safety, Washington Building, Room 507, 1100 Bank Street, Richmond, VA 23219, telephone (804) 786-3520 or FAX (804) 371-7792.

Guidance Document:

Food Inspectors Manual, revised July 1997

* * *

Copies of the following document may be viewed during regular workdays from 8:15 a.m. until 5 p.m. in the Office of Dairy and Foods, Washington Building, Room 502, 1100 Bank Street, Richmond, VA 23219. Copies may be obtained for \$23.85 by contacting Sandra Linkous at the same address, telephone (804) 786-8899 or FAX (804) 371-7792.

Questions regarding interpretation or implementation of this document may be directed to Ryan W. Davis, Program Supervisor, Food Safety, Washington Building, Room 507, 1100 Bank Street, Richmond, VA 23219, telephone (804) 786-3520 or FAX (804) 371-7792.

Guidance Document:

Food Inspection Field Operations Manual, revised June 20, 2000

* * *

Copies of the following document may be viewed during regular workdays from 8:15 a.m. until 5 p.m. in the Office of Dairy and Foods, Washington Building, Room 505, 1100 Bank Street, Richmond, Virginia 23219. Copies may be obtained for the cost of \$38 by contacting John Beers at the same address, telephone (804) 786-1453 or FAX (804) 371-7792.

Guidance Documents

Questions regarding interpretation or implementation of this document may be directed to John Beers, Program Supervisor, Dairy Services, Washington Building, Room 505, 1100 Bank Street, Richmond, VA 23219, telephone (804) 786-1453 or FAX (804) 371-7792.

Guidance Document:

Dairy Services Procedure Manual, issued June 21, 1994, revised December 21, 1998

Office of Meat and Poultry Services

Copies of the following documents may be viewed during regular workdays from 8:15 a.m. until 5 p.m. in the Office of Meat and Poultry Services, Washington Building, Suite 614, 1100 Bank Street, Washington Building, Richmond, VA 23219. Copies may be obtained free of charge by contacting Dr. David E. Cardin, Program Manager, at the same address, telephone (804) 786-4569 or FAX (804) 371-2380.

Questions regarding interpretation or implementation of these documents may be directed to Dr. David E. Cardin, Program Manager, Office of Meat and Poultry Services, Washington Building, Suite 614, 1100 Bank Street, Richmond, VA 23219, telephone (804) 786-4569 or FAX (804) 371-2380.

Guidance Documents:

Disposition of Violations of Meat and Poultry Laws and Regulations, Procedure 99-1, January 6, 1999

Office of Plant and Pest Services

Copies of the following documents may be viewed during regular workdays from 8:15 a.m. until 5 p.m. in the Office of Plant and Pest Services, Washington Building, Room 703, 1100 Bank Street, Richmond, VA 23219. Copies may be obtained free of charge by contacting Tonita Clark at the same address, telephone (804) 786-3515, FAX (804) 371-7793 or e-mail tclark@vdacs.state.va.us.

Questions regarding interpretation or implementation of these documents may be directed to Frank M. Fulgham, Program Manager, Office of Plant and Pest Services, Washington Building, Room 703, 1100 Bank Street, Richmond, VA 23219, telephone (804) 786-3515, FAX (804) 371-7793 or e-mail fulgham@vdacs.state.va.us.

Guidance Document:

Virginia Shipping Requirements for Queen and Package Bees, revised February 2000, § 3.1-610.14

Guidelines for Virginia Ginseng Management Program, revised November 2000, §§ 3.1-1020 through 3.1-1030

Invitation for Bids for Gypsy Moth Aerial Insecticide Spraying, revised February 2000, §§ 3.1-188.22 and 3.1-188.27

Guidelines for Participation in the Virginia Cooperative Gypsy Moth Suppression Program, revised September 2000, §§ 3.1-188.22 and 3.1-188.27

Invitation for Bids for the Gypsy Moth Trapping Program, revised February 2000, §§ 3.1-188.22

Invitation for Bids for the Cotton Boll Weevil Monitoring Program, revised March 2000, 2 VAC 5-440-10 through 2 VAC 5-440-110

Cotton Boll Weevil Trapping Guidelines, revised May 2000, 2 VAC 5-440-10 through 2 VAC 5-440-110

Office of Product and Industry Standards

Copies of the following documents may be viewed during regular workdays from 8 a.m. until 5 p.m. in the Office of Product and Industry Standards, Washington Building, Room 402, 1100 Bank Street, Richmond, VA 23219. Copies may be obtained free of charge by contacting G. Wes Diggs at the same address, telephone (804) 786-2476 or FAX (804) 786-1571.

Questions regarding interpretation or implementation of these documents may be directed to G. Wes Diggs, Program Supervisor, Office of Product and Industry Standards, Washington Building, Room 402, 1100 Bank Street, Richmond, VA 23219, telephone (804) 786-2476 or FAX (804) 786-1571.

Guidance Documents:

2.4.1, Labeling of Cetane on Diesel Dispensers, revised January 1, 1993, § 59.1-167.1

2.9.6, Labeling and Method of Sale for Specific Retail Food Items, §§ 3.1-943 through 3.1-947

* * *

Copies of the following document may be viewed during regular workdays from 8 a.m. until 5 p.m. in the Office of Product and Industry Standards, Washington Building, Room 402, 1100 Bank Street, Richmond, VA 23219. Copies may be obtained free of charge by contacting Jay Crane at the same address, telephone (804) 786-2476 or FAX (804) 786-1571.

Questions regarding interpretation or implementation of this document may be directed to Jay Crane, Program Supervisor, Office of Product and Industry Standards, Washington Building, Room 402, 1100 Bank Street, Richmond, VA 23219, telephone (804) 786-2476 or FAX (804) 786-1571.

Guidance Document:

10.1, Guidelines for Approving Industrial Co-Products for Agricultural Use Under the Virginia Fertilizer and Agricultural Liming Materials Laws

Office of Pesticide Services

Copies of the following documents may be viewed during regular workdays from 8 a.m. until 4:30 p.m. in the Office of Pesticide Services, Washington Building, Room 401, 1100 Bank Street, Richmond, VA, 23219. Copies may be obtained free of charge by contacting Rhonda Bates at the same address, telephone (804) 371-6558, FAX (804) 371-8598 or e-mail rbates@vdacs.state.va.us

Questions regarding interpretation or implementation of these documents may be directed to Robert E. Bailey, Supervisor,

Enforcement and Field Operations, Office of Pesticide Services, Washington Building, Room 401, 1100 Bank Street, Richmond, VA 23219, telephone (804) 371-6560, FAX (804) 371-8598 or e-mail rbailey@vdacs.state.va.us.

Guidance Documents:

Administrative Procedure for Processing Violations for Civil Penalty Assessment and Actions on Certificates, Licenses, and Registrations, issued June 14, 1993

Guidelines for Enforcement of the Virginia Pesticide Control Act - Civil Penalty Assessment Decision Matrix, revised September 1995

Worker Protection Standard Self-Inspection Checklist, issued September 1999

Interpreting PPE Standards on Pesticide Labels, issued September 1999

USDA Restricted Use Pesticide Recordkeeping and WPS Pesticide Application Information Requirements, issued December 1999

Office of Veterinary Services

Copies of the following documents may be viewed during regular workdays from 8 a.m. until 4:30 p.m. in the Division of Animal Industry Services, Washington Building, Sixth Floor, 1100 Bank Street, Richmond, VA 23218. Copies may be obtained free of charge by contacting Dr. Barry G. Dawkins at the same address, telephone (804) 786-8261 or FAX (804) 371-2380.

Questions regarding interpretation or implementation of these documents may be directed to Dr. Barry G. Dawkins, Animal Welfare Veterinarian, Division of Animal Industry Services, Washington Building, Sixth Floor, 1100 Bank Street, Richmond, VA 23218, telephone (804) 786-8261 or FAX (804) 371-2380.

Guidance Documents:

Division Administration Directive 79-1, Methods Prescribed or Approved for Animal Euthanasia and Competency Certification Requirements, revised February 2, 1993, §§ 3.1-796.96 and 54.1-3425

Division Administration Directive 83-1, Approved Capture Drugs and Drug Administering Equipment, revised February 2, 1993, § 3.1-796.119

Office of Policy, Planning and Research

Copies of the following documents may be viewed during regular workdays from 9 a.m. until 5 p.m. in the Office of Policy, Planning and Research in the Virginia Department of Agriculture and Consumer Services, Washington Building, Second Floor, 1100 Bank Street, Richmond, VA 23219. Copies may be obtained free of charge by writing to Joyce Knight, Office of Policy, Planning, and Research, Virginia Department of Agriculture and Consumer Services, P.O. Box 1163, Richmond, VA 23218, telephone (804) 786-3538, FAX (804) 371-2945 or e-mail jknight@vdacs.state.va.us.

Questions regarding interpretation or implementation of these documents may be directed to Sarah Pugh, Senior Policy Analyst, Office of Policy, Planning and Research, Virginia Department of Agriculture and Consumer Services, P.O. Box 1163, Richmond, VA 23218, telephone (804) 786-3538, FAX (804) 371-2945 or e-mail spugh@vdacs.state.va.us.

Guidance Documents:

Agricultural Stewardship Act Guidelines, April 1, 1997, revised September 1997, November 1997, June 15, 1998, and July 2000, § 10.1-559.9

Virginia Organic Operations Certification Manual, January 1, 1995, modified February 1, 1995, April 1, 1996, and April 27, 2000.

ALCOHOLIC BEVERAGE CONTROL BOARD

Copies of the following documents may be viewed during regular work days from 8:15 a.m. until 5 p.m. in the office of the Virginia Alcoholic Beverage Control Board, 2901 Hermitage Road, Richmond, VA 23220. Copies may be obtained free of charge from and questions regarding interpretation or implementation of these documents may be directed to Sara M. Gilliam, Assistant Secretary to the Board, at the same address, telephone (804) 213-4440, FAX (804) 213-4442 or e-mail smgillm@abc.state.va.us.

Guidance Documents:

Licensee Newsletters, issued quarterly

Application for License, revised January 1996, § 4.1-230

Retail Licensee Guide, issued 1997, 3 VAC 5

The ABC Licensing Process, issued 1998, § 4.1-230

Licensee Bulletin, Vol. 56, No. 1, revised Fall 1997, 3 VAC 5

Licensee Bulletin, Vol. 56, No. 2, revised Fall 1997, 3 VAC 5

Licensee Bulletin, Vol. 56, No. 3, revised Fall 1997, 3 VAC 5

Licensee Bulletin, Vol. 56, No. 4, revised Fall 1997, 3 VAC 5

Wholesale Licensee Bulletin, revised Fall 1997, 3 VAC 5

Circular Letter 84-3, issued November 1, 1984, § 4.1-216

Circular Letter 84-4, issued December 26, 1984, 3 VAC 5

Circular Letter 84-7, issued December 26, 1984, 3 VAC 5

Circular Letter 84-8, issued December 26, 1984, 3 VAC 5

Circular Letter 85-3, issued February 6, 1985, 3 VAC 5

Circular Letter 85-5, issued March 26, 1985, 3 VAC 5

Circular Letter 85-6, issued May 31, 1985, 3 VAC 5

Circular Letter 85-9, issued June 3, 1985, 3 VAC 5

Circular Letter 85-10, issued June 3, 1985, 3 VAC 5

Circular Letter 87-1, issued January 28, 1987, § 4.1-216

Circular Letter 87-2, issued March 19, 1987, 3 VAC 5

Circular Letter 88-2, issued July 22, 1988, § 4.1-239

Guidance Documents

Circular Letter 88-3, issued September 7, 1988, § 4.1-216
Circular Letter 88-5, issued November 29, 1988, 3 VAC 5
Circular Letter 89-1, issued April 14, 1989, 3 VAC 5
Circular Letter 89-4, issued October 13, 1989, § 4.1-225
Circular Letter 90-1, issued March 1, 1990, § 4.1-225
Circular Letter 90-2, issued March 1, 1990, 3 VAC 5
Circular Letter 90-4, issued June 27, 1990, 3 VAC 5
Circular Letter 92-1, issued May 22, 1992, § 4.1-225
Circular Letter 92-2, issued November 23, 1992, 3 VAC 5
Circular Letter 94-1, issued March 16, 1994, § 4.1-225
Circular Letter 98-1, issued Spring 1998, 3 VAC 5
Circular Letter 98-2, issued Spring 1998, § 4.1-207

VIRGINIA COMMISSION FOR THE ARTS

Copies of the following document may be viewed during regular work days from 8:30 a.m. until 5 p.m. in the office of the Virginia Commission for the Arts, Lewis House, 2nd floor, 223 Governor Street, Richmond, VA 23219. Copies may be obtained free of charge by contacting Lorraine Lacy at the same address, telephone (804) 225-3132, FAX (804) 225-4327 or e-mail arts@state.va.us. The document may be found on the Virginia Commission for the Arts home page (<http://www.artswire.org/~vacomm>).

Questions regarding interpretation or implementation of this document may be directed to Peggy Baggett, Executive Director, at the address above, e-mail pbaggett.arts@state.va.us.

Guidance Document:

Guidelines For Funding, revised, July 1, 2000 - June 30, 2002

BOARD OF AUDIOLOGY AND SPEECH-LANGUAGE PATHOLOGY

Copies of the following documents may be viewed during regular work days from 8:15 a.m. until 5 p.m. at the offices of the Department of Health Professions, 6606 W. Broad Street, 4th Floor, Richmond, VA 23230. Copies may also be requested by email at fanbd@dhp.state.va.us. Questions regarding interpretation or implementation of these documents or requests for copies may be directed to Elizabeth Young Tisdale, Executive Director of the Board, at the address above or by telephone at (804) 662-9111. Copies are free of charge.

Guidance Documents:

30-1, Order for Board of Audiology and Speech-Language Pathology v. Eve. H. Silverstein, case decision on practice using Auditory Integration Training ("AIT"), May 15, 1997

30-2, By-Laws of the Board of Audiology and Speech-Language Pathology, May 20, 1999

DEPARTMENT OF AVIATION

Copies of the following document may be viewed during normal business days from 8 a.m. until 5 p.m. at the Virginia Department of Aviation, 5702 Gulfstream Road, Richmond, VA 23250-2422. Copies may be obtained free of charge by contacting Cherry A. Evans at the same address, telephone (804) 236-3631, FAX (804) 236-3635 or e-mail evans@doav.state.va.us. Components of the guidance document referenced below can also be found on-line at www.doav.state.va.us.

Questions regarding interpretation of these documents may be directed to Cherry A. Evans, Public Relations Manager, Virginia Department of Aviation, 5702 Gulfstream Road, Richmond, VA 23250-2422, telephone (804) 236-3631, FAX (804) 236-3635 or e-mail evans@doav.state.va.us.

Guidance Document:

Commonwealth of Virginia Airport Sponsor Information, issued December 1998, which includes Virginia Aviation Regulations, 24 VAC 5-20-10.

VIRGINIA STATE BAR

Copies of the following document may be viewed during regular work days from 8:15 a.m. until 4:45 p.m. in the office of the Virginia State Bar at 707 E. Main Street, Richmond, VA 23219. Copies may be obtained free of charge by contacting Cynthia Williams at the same address, telephone (804) 775-0530 or e-mail williams@vsb.org.

Questions regarding interpretation of the document may be directed to James McCauley, Ethics Counsel, Virginia State Bar, 707 E. Main Street, Richmond, VA 23219, telephone (804) 775-0565 or e-mail mccauley@vsb.org.

Guidance Document:

Unauthorized Practice of Law (UPL) Guidelines, issued June 1997, 15 VAC 5-80

VIRGINIA DEPARTMENT FOR THE BLIND AND VISION IMPAIRED

Copies of the following documents may be viewed during regular work days from 8:15 a.m. until 4:30 p.m. at the administrative headquarters building of the Virginia Department for the Blind and Vision Impaired, 397 Azalea Avenue, Richmond, VA 23227. Please note that Policy and Procedures Directives are issued occasionally for the purpose of updating program service manuals. Copies of these documents, as well as, those listed below may be obtained at a cost of \$.10 per page by contacting William J. Pega at the same address, telephone (804) 371-3110, FAX (804) 371-3351 or e-mail pegawj@dbvi.state.va.us.

Questions regarding the interpretation or implementation of these documents may be directed to William J. Pega, Special Assistant to the Commissioner, Virginia Department for the Blind and Vision Impaired, Richmond, VA 23227, telephone (804) 371-3110, FAX (804) 371-3351 or e-mail pegawj@dbvi.state.va.us.

Guidance Documents:

Randolph-Sheppard Vending Facility Program Operators Manual, issue March 1992, 22 VAC 45-20

Rehabilitation Teaching and Independent Living Rehabilitative Services Manual, Policy and Procedure Manual, revised October 2000, 22 VAC 45-70, 22 VAC 45-80

Virginia Department for the Blind and Vision Impaired Library and Resource Application for Service, revised August 1996

Library and Resource Center Policy and Procedures Manual for Educators of the Visually Impaired, revised October 1999

Education Services Policy and Procedure Manual, revised October 2000, § 22.1-217

Virginia Rehabilitation Center for the Blind and Vision Impaired Operations Manual, revised July 1994, § 63.1-73.1

VRCBVI Student Handbook, revised October 2000

Vocational Rehabilitation Policies and Procedures Manual, revised September 2000, 22 VAC 45-50

Low Vision Policies and Procedures Manual, revised June 1996

Policy and Procedures Directives, issued periodically to update service program manuals

VIRGINIA DEPARTMENT OF BUSINESS ASSISTANCE

Copies of the following documents may be viewed during regular work days from 8 a.m. until 5 p.m. in the offices of the Virginia Department of Business Assistance, 707 E. Main Street, Suite 300, Richmond, Virginia 23219. Copies may be obtained free of charge by contacting Rob R. Blackmore at the same address, telephone (804) 371-8260, FAX (804) 371-2115 or e-mail rblackmore@dba.state.va.us.

Questions regarding interpretation or implementation of the Modernized Workforce Training Guidelines for Virginia's Twenty-First Century may be directed to Preston Wilhelm, Director, Workforce Services, Department of Business Assistance, 707 East Main Street, Richmond, Virginia 23219, telephone (804) 371-8132, FAX (804) 371-8137, or e-mail pwilhelm@dba.state.va.us.

Questions regarding interpretation or implementation of the 2000-2001 Program Guidelines and Application for Grants for Small Business Incubators may be directed to Rob Blackmore, Senior Executive Assistant, Department of Business Assistance, 707 East Main Street, Richmond, Virginia 23219, telephone (804) 371-8260, FAX (804) 371-2115 or e-mail rblackmore@dba.state.va.us.

Guidance Documents:

Modernized Workforce Training Guidelines for Virginia's Twenty-First Century, Revised August 2000

2000-2001 Program Guidelines and Application for Grants for Small Business Incubators, Revised

CERTIFIED SEED BOARD

Copies of the following document may be viewed during regular work days from 8 a.m. until 4:30 p.m. in the office of the Certified Seed Board, 420 Smyth Hall, Blacksburg, VA 24061. Copies may be obtained free of charge by contacting Dr. Daniel E. Brann at the same address, telephone (540) 231-9800 or FAX (540) 231-3431.

Questions regarding interpretation or implementation of this document may be directed to David Whitt, Agricultural Program Coordinator, 9142 Atlee Station Road, Mechanicsville, VA 23116, telephone (804) 746-4884 or FAX (804) 746-9447.

Guidance Document:

State Certified Seed Board Annual Report, February 1998

CHESAPEAKE BAY LOCAL ASSISTANCE DEPARTMENT

Copies of the following documents may be viewed during regular work days from 8:30 a.m. until 5 p.m. in the office of the Chesapeake Bay Local Assistance Department, 101 North 14th Street, 17th Floor, Richmond, VA 23219. Copies of these documents may be obtained for the costs indicated by contacting the department at the above address, telephone (804) 225-3440 or FAX (804) 225-3447. Unless a specific cost is indicated, the cost will be at the rate of \$0.05 per page for copying, plus the mailing cost. If someone desires to view one or more of these documents at the department's office, please provide at least 24 hours notice of the desired time of the visit.

Questions regarding interpretation or implementation of these documents may be directed to Scott Crafton, Regulatory Coordinator, Chesapeake Bay Local Assistance Department, 101 North 14th Street, 17th Floor, Richmond, VA 23219, telephone (804) 371-7503, FAX (804) 225-3447 or e-mail scrafton@cblad.state.va.us.

Guidance Documents:

Attorney General Opinions:

1989 Atty. Gen. Ann. Rep, at 32 (to Delegate John G. Dicks, III, regarding vested rights), October 19, 1989, § 10.1-2115, 6 pages

1990 Atty. Gen. Ann. Rep, at 33 (to Prince William County Attorney Sharon E. Pandak, regarding septic system requirements), August 10, 1990, 9 VAC 10-20-120 7, 3 pages

1991 Atty. Gen. Ann. Rep, at 31 (to Delegate John C. Watkins, regarding grandfathering), June 28, 1991, § 10.1-2115, 4 pages

1991 Atty. Gen. Ann. Rep, at 36 (to Delegate George F. Allen, regarding unconstitutional taking of agricultural land), July 2, 1991, 9 VAC 10-20-130 B 4, 6 pages

Board Policies:

Board Determination of Consistency Regarding Local Designation of RMA, July 24, 1991, 9 VAC 10-20-90, free

Guidance Documents

Board Determination of Consistency Regarding Local Designation of Resource Protection Areas, February 1992, 9 VAC 10-20-80, free

Local Program Consistency Review Policy, amended September 1997, 9 VAC 10-20, free

Manuals/Handbooks/Brochures/Checklists/Studies:

Study of the Costs of Complying with the Chesapeake Bay Preservation Act Regulations, February 1992, 9 VAC 10-20, free

Local Assistance Manual, revised August 1991, 9 VAC 10-20, \$16 without binder, \$30 with custom D-Ring binder

Chesapeake Bay Preservation Area Overlay District Model Ordinance, 1990, 9 VAC 10-20, free

Field Office Technical Guide (FOTG) of the U.S. Department of Agriculture, Natural Resource Conservation Service, parts revised continually, 9 VAC 10-20-120 9. The FOTG is a loosely organized set of technical references, including some information unique to each local or regional U.S.D.A. Service Center. The principle section of concern for the Bay Act regulatory program is the "Conservation Operation Technical Standards," an up-to-date copy of which may be viewed at the CBLAD office in Richmond (see address above). Copies of specific standards or sections may be obtained at no cost from the nearest or otherwise appropriate Service Center. These Service Centers can be identified and contacted through information provided in the blue pages of local telephone books

National Soil Survey Handbook, Title 430-VI of the U.S. Department of Agriculture, Natural Resource Conservation Service, revised November 1996, 9 VAC 10-20, available at no cost from the U.S.D.A. - Natural Resource Conservation Service, National Soil Survey Center, 100 Centennial Mall North, Lincoln, NE 68508-3866 (contact Gary Muckel, telephone (402) 437-4148), or via the Internet at <http://www.statlab.iastate.edu/soils/nssc>

Forestry Best Management Practices for Water Quality in Virginia: Technical Guide of the Virginia Department of Forestry, revised January 1997, 9 VAC 10-20-120 10, free, available from the Virginia Department of Forestry, Attn.: Michael Foreman, Fontaine Research Park, 900 Natural Resource Drive, P.O. Box 3758, Charlottesville, VA 22903-0758, telephone (804) 977-6555

Virginia Erosion and Sediment Control Handbook, revised 1992, 9 VAC 10-20-120.6, \$25, available from the Virginia Department of Conservation and Recreation, Division of Soil and Water Conservation, 203 Governor Street, Suite 206, Richmond, VA 23219, telephone (804) 786-2064

Department Checklist used to evaluate the consistency of locally adopted ordinances with the Chesapeake Bay Preservation Act and CBLAB Regulations, § 10.1-2109 B, free

Department Checklist used to evaluate the consistency of locally proposed or adopted Comprehensive Plans, January 1992, § 10.1-2109 B, free

Brochure, 4 pages, Virginia's Bay Act Program, § 10.1-2100, free

Brochure, 16 pages, A Guide to the Bay Act, 9 VAC 10-20, free

Brochure, 4 pages, Factual Answers to Bay Act Misconceptions, 9 VAC 10-20, free

Information Bulletins:

Information Bulletin 4 (Redevelopment), 9 VAC 10-20-130 A, 9 VAC 10-20-130 B 3, 9 VAC 10-20-150 A, free

Information Bulletin 5 (Buffer Areas), 9 VAC 10-20-60, 9 VAC 10-20-80 B 5, 9 VAC 10-20-110 B, free

Information Bulletin 6 (RPA Wetlands Designation), 9 VAC 10-20-60, 9 VAC 10-20-80 B 2, free

Information Bulletin 7 (BMPs in Resource Protection Areas), 9 VAC 10-20-120 8 a 1, 9 VAC 10-20-120 8 a 2, 9 VAC 10-20-130 B, free

Information Bulletin 8 (Agriculture Buffer Area Requirements), 9 VAC 10-20-120 9, 9 VAC 10-20-130 B 4, free

Information Bulletin 9 (Equivalent Stormwater Management Programs), 9 VAC 10-20-120 8, free

Information Bulletin 10 (Buffer Area Modifications), 9 VAC 10-20-130 B, free

Information Bulletin 11 (Silvicultural Operations in Chesapeake Bay Preservation Areas), 9 VAC 10-20-120 10, free

Information Bulletin 12 (Agricultural Activities Within Resource Protection Areas), 9 VAC 10-20-130 A, 9 VAC 10-20-130 B, 9 VAC 10-20-160, free

Specific Agricultural Criteria Guidance:

Letter to Virginia Farm Bureau regarding agricultural requirements under the regulations, September 11, 1990, 9 VAC 10-20-130 B, 3 pages

Agricultural Water Quality Program Guidance Memorandum #1, January 1993, 9 VAC 10-20-120 9, 8 pages

Letter to the Virginia Farm Bureau regarding agricultural buffer requirements and whether agricultural conservation plan documents are subject to FOIA requirements, May 6, 1993, 9 VAC 10-20-130 B, 2 pages

Letter to Eastern Shore SWCD regarding BMPs within the buffer, June 5, 1997, 9 VAC 10-20-130 B, 4 pages

Letter to Tidewater Virginia SWCDs regarding what constitutes a complex plan, July 2, 1997, 9 VAC 10-20-120 9, 2 pages

Guidance for Completing the CBPA Agricultural Program Status Summary Form, included with FY-1998 district financial grant agreements, July 1997, 9 VAC 10-20-120 9, 3 pages

General Programmatic Guidance:

Letter to Tidewater Virginia local government and planning district administrators, November 22, 1989, regarding

interpretation of interim application of certain criteria in the regulations, 9 VAC 10-20, 3 pages

Letter to State Health Commissioner, April 18, 1990, regarding VDH issuance of septic system permits consistent with CBLAB regulations, 9 VAC 10-20-120 7, 3 pages

Letter to Northern Virginia Planning District Commission, July 17, 1990, regarding bicycle paths in RPAs, 9 VAC 10-20-150 C, 1 page

Letter to the City of Williamsburg, September 5, 1990, regarding interpretation of stream perennality, 9 VAC 10-20-80, 2 pages

Letter to the Town of Vienna, December 11, 1990, regarding tributary streams and RPA designations, 9 VAC 10-20-130, 1 page

Letter to Northumberland County, May 2, 1991, regarding application of performance criteria in the RPA, 9 VAC 10-20-130, 3 pages

Letter to the City of Fairfax, July 3, 1991, regarding limited RMA designation, 9 VAC 10-20-90, 2 pages

Letter to Accomack County, November 6, 1991, regarding onsite perennial stream delineations, 9 VAC 10-20-110 B, 4 pages

Letter to the Town of Clifton, March 26, 1992, regarding RPA, RMA and General Criteria questions, 9 VAC 10-20-120, 3 pages

Letter to Tidewater Local Governments, April 1, 1992, regarding compliance of silvicultural operations with local Chesapeake Bay Preservation Area Ordinances, 9 VAC 10-20-120 B 10, 2 pages

Letter to the City of Norfolk, July 16, 1992, regarding patios and accessory structures in RPAs, 9 VAC 10-20-130, 2 pages

Letter to Richard S. Browner of Virginia Beach, September 23, 1992, regarding state agency compliance with the regulations, 9 VAC 10-20, 1 page

Letter to Lancaster County, October 1, 1992, regarding local program buffer encroachment policy, 9 VAC 10-20-130, 3 pages

Letter to the Town of Kilmarnock, October 9, 1992, regarding the public road exemption from RPA requirements, 9 VAC 10-20-150 B, 2 pages

Letter to Westmoreland County, October 28, 1992, regarding buffer encroachment interpretation, 9 VAC 10-20-130, 2 pages

Letter to Westmoreland County, October 28, 1992, regarding buffer requirements and buffer equivalency for new lots, 9 VAC 10-20-130, 2 pages

Letter to Westmoreland County, October 28, 1992, regarding garages in the seaward 50 feet of the buffer area, 9 VAC 10-20-130, 2 pages

Letter to Mathews County, December 16, 1993, regarding septic system criteria, 9 VAC 10-20-120 7, 2 pages

Letter to Fairfax County, April 2, 1993, regarding site-specific RPA wetland delineations, 9 VAC 10-20-110 B, 1 page

Letter to James City County, June 2, 1993, regarding RPA designation and new marina basin, 9 VAC 10-20-80, 2 pages

Letter to Town of Eastville, August 27, 1993, regarding site-specific RPA delineation, 9 VAC 10-20-110 B, 3 pages

Letter to Fairfax County, January 12, 1994, regarding reserve drainfield requirements on existing lots, 9 VAC 10-20-120 7, 3 pages

Letter to Mathews County, January 31, 1994, regarding the effect of creating or restoring RPA features on the original RPA designation, 9 VAC 10-20-80, 3 pages

Letter to the Town of Smithfield, April 5, 1994, regarding the inclusion of nontidal wetlands along intermittent streams as part of RPA, 9 VAC 10-20-80, 3 pages

Letter to Westmoreland County, June 16, 1994, regarding buffer encroachments, 9 VAC 10-20-130, 2 pages

Letter to Richmond County, September 14, 1994, regarding local authority to regulate docks and piers, 9 VAC 10-20-210, 2 pages

Letter to the City of Norfolk, September 20, 1994, regarding the interpretation of "planning areas" for stormwater management planning, 9 VAC 10-20-120 8, 2 pages

Letter to Department of Environmental Quality, December 9, 1994, regarding delineation of RPA adjacent to new marina basin, 9 VAC 10-20-80, 2 pages

Letter to Henrico County, January 30, 1995, regarding site-specific delineation of RPA, 9 VAC 10-20-110 B, 3 pages

Letter to Lancaster County, January 31, 1995, regarding buffer encroachment, 9 VAC 10-20-130, 2 pages

Letter to Virginia Department of Health, September 12, 1995, regarding septic pump-out provision for small spray irrigation systems, 9 VAC 10-20-120 7, 2 pages

Letter to Fairfax County, October 2, 1995, regarding status of in-stream ponds as related to perennality, 9 VAC 10-20-80, 2 pages

Letter to Town of Ashland, November 30, 1995, regarding designation of "other lands" as RPA, 9 VAC 10-20-80 4, 2 pages

Letter to Mathews County, December 6, 1995, regarding buffer modifications due to "loss of a buildable area," 9 VAC 10-20-130 B, 3 pages

Letter to Mathews County, February 7, 1996, regarding the location of septic systems within RPAs, 9 VAC 10-20-130 A, 2 pages

Letter to Mathews County, February 14, 1996, regarding application of septic system reserve drainfield requirement, 9 VAC 10-20-120 7, 1 page

Letter to Northampton County, March 7, 1996, regarding septic system pumpout requirements, 9 VAC 10-20-120 7, 2 pages

Guidance Documents

Letter to Chesterfield County, April 24, 1996, regarding buffer encroachments and equivalency, 9 VAC 10-20-130 B, 5 pages

Letter to King George County, December 6, 1996, regarding reasonable building area for lots recorded prior to October 1, 1989, 9 VAC 10-20-130 B, 2 pages

Letter to King George County, December 17, 1996, regarding reasonable building area for lots recorded prior to October 1, 1989 and meaning of "to the maximum extent possible," 9 VAC 10-20-130, 2 pages

Letter to Town of Ashland, December 17, 1996, regarding RPA delineation around pond with perennial outflow, 9 VAC 10-20-80 5, 2 pages

Letter to York County, April 7, 1997, regarding buffer requirement clarifications, 9 VAC 10-20-130, 2 pages

Letter to the City of Virginia Beach, April 22, 1997, regarding buffer requirement clarifications, 9 VAC 10-20-130, 3 pages

Letter to Caroline County, April 24, 1997, regarding buffer encroachments and related exceptions, 9 VAC 10-20-130, 2 pages

Letter to the Town of Smithfield, April 29, 1997, regarding fences within RPA buffers, 9 VAC 10-20-130, 1 page

Letter to the City of Suffolk, May 2, 1997, regarding buffer requirement clarifications, 9 VAC 10-20-130, 2 pages

Letter to the City of Portsmouth, May 6, 1997, regarding buffer variance conditions, 9 VAC 10-20-130 B, 2 pages

Letter to Northumberland County, May 6, 1997, regarding clarification of buffer encroachment language, 9 VAC 10-20-130 B, 2 pages

Letter to Gloucester County, May 16, 1997, regarding maximum buffer encroachment over time, 9 VAC 10-20-130, 2 pages

Letter to Chesapeake Bay Foundation, July 3, 1997, regarding RPA buffer and permitted encroachments, 9 VAC 10-20-130 B, 4 pages

Letter to City of Alexandria, August 4, 1997, regarding RPA buffers and permitted encroachments, 9 VAC 10-20-130 B, 2 pages

Letter to J. Donald Cotter of Ruther Glen, Virginia, September 18, 1997, regarding accessory uses within the buffer, 9 VAC 10-20-130 B, 2 pages

Letter to J. Donald Cotter of Ruther Glen, Virginia, October 7, 1997, regarding application of regulations to homeowner associations who make approvals of projects, 9 VAC 10-20-10, 4 pages

Letter to Mathews County, October 27, 1997, regarding accessory structures within RPAs, 9 VAC 10-20-130, 4 pages

Letter to the City of Portsmouth, October 29, 1997, regarding buffer exceptions and variances to "lot of record" status, 9 VAC 10-20-130 B, 1 page

Letter to J. Donald Cotter of Ruther Glen, Virginia, October 29, 1997, regarding application of regulations to homeowner associations who make approvals of projects, 9 VAC 10-20-10, 1 page

Letter to King George County, December 5, 1997, regarding buffer exceptions for accessory structures, 9 VAC 10-20-130 B, 2 pages

Letter to Westmoreland County, December 30, 1997, regarding buffer exceptions for accessory structures, 9 VAC 10-20-130, 3 pages

Letter to Mathews County, January 15, 1998, regarding nonconforming structures, 9 VAC 10-20-150 A, 2 pages

Letter to Town of Smithfield, February 3, 1998, regarding RPA boundaries depicted on development plans, 9 VAC 10-20-80 B, 2 pages

Letter to Accomack County, February 23, 1998, regarding reasonable buildable area for lots recorded prior to October 1, 1989, 9 VAC 10-20-130 B 2, 2 pages

Letter to Mathews County, April 6, 1998, regarding expansion of nonconforming structures, 9 VAC 10-20-150 A, 2 pages

Letter to Accomack County, April 13, 1998, regarding buffer encroachments and related exceptions, 9 VAC 10-20-130 B and 9 VAC 10-20-160, 3 pages

Letter to King and Queen County, April 27, 1998, regarding site specific delineation of RPAs, 9 VAC 10-20-110 B, 2 pages

Letter to Caroline County, May 11, 1998, regarding onsite RPA delineation, 9 VAC 10-20-110 B, 2 pages

Letter to Middlesex County, June 12, 1998, regarding buffer modifications, 9 VAC 10-20-130 B, 2 pages

Letter to Charles City County, July 16, 1998, regarding lots recorded prior to October 1, 1989, with sufficient area for principle structure, 9 VAC 10-20-130 B 2, 1 page

Letter to Caroline County, July 24, 1998, regarding agricultural buffer requirements and agricultural uses, 9 VAC 10-20-130 B, 2 pages

Letter to the City of Newport News, July 28, 1998, regarding buffer requirement clarification, 9 VAC 10-20-130 B, 1 page

Letter to the Honorable Frank R. Wolf of the U.S. House of Representatives, July 31, 1998, regarding onsite RPA delineation, 9 VAC 10-20-110 B, 3 pages

Letter to J. Donald Cotter of Ruther Glen, September 24, 1998, regarding exemptions, 9 VAC 10-20-130 C, 2 pages

Letter to Caroline County, October 2, 1998, regarding silvicultural activities in CBPAs, 9 VAC 10-20-10, 1 page

Letter to Westmoreland County, October 6, 1998, regarding permitted structures in RPAs, 9 VAC 10-20-130 A, 1 page

Letter to Northampton County, October 27, 1998, regarding permitted structures in RPAs, 9 VAC 10-20-130 A, 1 page

Letter to Caroline County, October 27, 1998, regarding agricultural activities in RPAs, 9 VAC 10-130 B, 2 pages

Letter to Stafford County, November 16, 1998, regarding onsite RPA delineation, clarification of tributary streams, 9 VAC 10-20-110 B, 2 pages

Letter to James City County, November 30, 1998, regarding buffer modification and mitigation, 9 VAC 10-20-130 B, 3 pages

Letter to Arlington County, February 4, 1999, regarding buffer encroachment, 9 VAC 10-20-130 B, 1 page

Letter to Michael Rolband of Chantilly, Virginia, February 18, 1999, regarding on-site RPA delineation and tributary stream clarification, 9 VAC 10-20-110 B, 2 pages

Letter to Chesterfield County, April 26, 1999, regarding buffer encroachments and modifications, 9 VAC 10-20-130 B, 3 pages

Letter to Northumberland County, May 5, 1999, regarding expansions of nonconforming structures, 9 VAC 10-20-150 A, 2 pages

Letter to Accomack County, May 17, 1999, regarding permitted uses in RPA, 9 VAC 10-20-130 A, 2 pages

Letter to Arlington County, May 25, 1999, regarding permitted uses in RPA, 9 VAC 10-20-130 B 2, 2 pages

Letter to City of Alexandria, June 28, 1999, regarding buffer modifications, 9 VAC 10-20-130 B, 2 pages

Letter to Mathews County, August 19, 1999, regarding buffer encroachments, 9 VAC 10-20-130 B, 3 pages

Letter to Chesterfield County, October 8, 1999, regarding buffer violation, 9 VAC 10-20-130 B, 2 pages

Letter to Caroline County, October 14, 1999, regarding expansion of RPA due to created wetlands, 9 VAC 10-20-80 B and 9 VAC 10-20-110 B, 2 pages

Letter to Westmoreland County, December 22, 1999, regarding expansion of nonconforming use in RPA, 9 VAC 10-20-150 A, 5 pages

Letter to Henrico County, March 3, 2000, regarding the location of fences in the RPA, 9 VAC 10-20-130, 2 pages

Letter to Charles City County, March 3, 2000, regarding redevelopment activity in the RPA, 9 VAC 10-20-130.A, 2 pages

Letter to Caroline County, April 13, 2000, regarding the exemption of silvicultural operations, 9 VAC 10-20-120.10, 2 pages

Letter to Hanover County, April 20, 2000, regarding the location of fences in the RPA, 9 VAC 10-20-130, 1 page

Letter to Charles City County, April 20, 2000, regarding the exemption of silvicultural operations, 9 VAC 10-20-120.10, 2 pages.

Letter to State Forester, May 4, 2000, regarding the exemption of silvicultural operations, 9 VAC 10-20-120-10, 2 pages

Letter to City of Colonial Heights, May 9, 2000, regarding buffer requirement clarification, 9 VAC 10-20-130 B, 2 pages

Letter to Hanover County, May 31, 2000, regarding buffer encroachment and modification, 9 VAC 10-20-130 B, 3 pages

Letter to City of Suffolk, June 2, 2000, regarding construction on pre-recorded lots, 9 VAC 10-20-130 B 2, 2 pages

Letter to City of Portsmouth, June 2, 2000, regarding buffer requirement clarification, 9 VAC 10-20-130 B, 3 pages

Letter to Mr. Robert Moses, June 16, 2000, regarding the exemption for public roads and appurtenant structures, 9 VAC 10-20-150 B, 2 pages

Letter to Charles City County, June 16, 2000, regarding site-specific RPA delineation, 9 VAC 10-20-110 B, 2 pages

Letter to Fairfax County, October 10, 2000, regarding the exemption for public roads and appurtenant structures, 9 VAC 10-20-150 B, 2 pages

VIRGINIA CODE COMMISSION

Copies of the following documents may be viewed during regular work days from 8 a.m. until 4:30 p.m. in the office of the Virginia Code Commission, General Assembly Building, 2nd Floor, 910 Capitol Street, Richmond, VA 23219. Copies may be obtained free of charge by contacting Terri Edwards at the same address, telephone (804) 786-3591, FAX (804) 692-0625 or e-mail tedwards@leg.state.va.us. The documents may also be downloaded from the Virginia Register Web Page (<http://legis.state.va.us/codecomm/register/regindex.htm>).

Questions regarding interpretation or implementation of these documents may be directed to Jane Chaffin, Registrar of Regulations, Virginia Code Commission, General Assembly Building, 2nd Floor, 910 Capitol Street, Richmond, VA 23219, telephone (804) 786-3591, FAX (804) 692-0625 or e-mail jchaffin@leg.state.va.us.

Guidance Documents:

Virginia Register Form, Style and Procedure Manual, revised August 1995, § 9-6.20

Preparing and Filing Guidance Document Lists, revised October 2000, §§ 9-6.14:7.2 and 9-6.18

VIRGINIA COMMUNITY COLLEGE SYSTEM

Copies of the following documents may be viewed during regular work days from 8 a.m. until 4:30 p.m. in the office of the Virginia Community College System, James Monroe Building, 101 N. 14th Street, 15th Floor, Richmond, Virginia 23219. Copies may be obtained by contacting Ms. Sharon Hutcheson at the same address, telephone (804) 225-2126, FAX (804) 371-0085 or e-mail shutcheson@vccs.cc.va.us. The documents may be downloaded from the Virginia Community College System home page (<http://www.vccs.cc.va.us>).

Questions regarding interpretation or implementation of these documents may be directed to Dr. Arnold R. Oliver, Chancellor, Virginia Community College System, 101 N. 14th St., 15th Floor, Richmond, Virginia 23219, telephone (804)

Guidance Documents

225-2117, FAX (804) 786-3786, or e-mail aoliver@vccs.cc.va.us.

Guidance Documents:

Virginia Community College System Policy Manual, revised March 25, 1999, § 23-214 through 23-231.1, \$25.00 for Policy Manual (approximately 450 pages)

Commonwealth Classroom Fees and Scheduling Procedures, issued July 1, 1997, no charge

Guidelines for Out-Of-State Students Entitled To In-State Tuition Charges, Revised July 1, 1998, § 23-7.4:2(E), no charge

OFFICE OF COMPREHENSIVE SERVICES

Copies of the following document may be viewed at the Office of Comprehensive Services, Wythe Building, Suite 137, 1604 Santa Rosa Road, Richmond, VA 23229-5008. Copies may also be viewed at The Library of Virginia or any of the university libraries, which serve as depositories for state documents. Local Community Policy and Management Team Chairpersons in each locality also have copies of the documents. To identify the chairperson for your locality, contact the Office of Comprehensive Services at (804) 662-9815. Copies may be obtained free of charge by providing a formatted disc to the Office of Comprehensive Services, Wythe Building, Suite 137, 1604 Santa Rosa Road, Richmond, VA 23229-5008, telephone (804) 662-9815 or downloading from <http://www.csa.state.va.us/>.

Questions concerning interpretation or implementation of this document may be directed to Tracy J. Boone, Office of Comprehensive Services, Wythe Building, Suite 137, 1604 Santa Rosa Road, Richmond, VA 23229-5008, telephone (804) 662-9817 or e-mail tjb992@central.dss.state.va.us.

Guidance Document:

CSA Publication 003, Comprehensive Services Act Manual, revised June 2000, §§ 2.1-745 through 2.1-759.1.

DEPARTMENT OF CONSERVATION AND RECREATION

Copies of the following documents may be viewed during regular work days from 8:30 a.m. until 4:30 p.m. in the office of the Director of the Department of Conservation and Recreation, 203 Governor Street, Suite 302, Richmond, VA 23219. The director's office serves as the central repository for the Department of Conservation and Recreation, the Board of Conservation and Recreation, the Board on Conservation and Development of Public Beaches, the Virginia Soil and Water Conservation Board, the Virginia Cave Board, all designated Scenic River Advisory Boards, the Chippokes Plantation Farm Foundation, the Virginia Land Conservation Foundation, the Virginia Outdoors Foundation, and the Virginia State Parks Foundation. Individual copies of listed publications may be obtained free of charge, unless a price is listed, by contacting Kathleen A. Carter at the above address, telephone (804) 786-6124 or FAX (804) 786-6141. Most manuals and reports listed without a price attached were

produced in very limited quantities and are available for copying charges. For documents with a cost associated, please refer to the document listings. Individual copies of certain documents may also be viewed at the department's divisional headquarters and in some cases at regional or district offices or at Virginia State Parks.

Questions regarding interpretation or implementation of these documents may be directed to Leon E. App, Acting Deputy Director, Department of Conservation and Recreation, 203 Governor Street, Suite 302, Richmond, VA 23219, telephone (804) 786-4570 or FAX (804) 786-6141. Other staff may be assigned by the director or Mr. App to answer specific questions regarding these documents.

Guidance Documents:

Division of Dam Safety

Rodent Control on Earthfilled Dams, revised April 1998, Dept. of Conservation and Recreation Fact Sheet No. 4, §§ 10.1-604 through 10.1-613

Virginia's Program for Safety of Dams, revised March 1998, Dept. of Conservation and Recreation Fact Sheet No. 1, §§ 10.1-604 through 10.1-613

Vegetation Control for Embankment Dams, revised March 1998, Dept. of Conservation and Recreation Fact Sheet No. 3, §§ 10.1-604 through 10.1-613

Dam Classification: What Does It Mean? Why Does It Change?, revised November 1998, Dept. of Conservation and Recreation Fact Sheet No. 2, §§ 10.1-604 through 10.1-613

Division of Natural Heritage

Managing Invasive Alien Plants in Natural Areas, Parks, and Small Woodlands (booklet), §§ 10.1-209 through 10.1-217

Native Plants for Conservation, Restoration, and Landscaping, Coastal Plain, 1997, §§10.1-209 through 10.1-217

Native Plants for Conservation, Restoration, and Landscaping, Piedmont Region, 1997, §§10.1-209 through 10.1-217

Native Plants for Conservation, Restoration, and Landscaping, Mountain Region, 1997, §§ 10.1-209 through 10.1-217

Natural Heritage Technical Document #95-9, North Landing River Natural Area Preserve Resource Management Plan, First Edition, February 15, 1995, §§ 10.1-209 through 10.1-217, cost: \$25 (spiral bound report, shipping and handling included)

Natural Heritage Technical Document #95-10, Bethel Beach Natural Area Preserve Resource Management Plan, First Edition, February 15, 1995, §§ 10.1-209 through 10.1-217, cost: \$25 (spiral bound report, shipping and handling included)

Natural Heritage Ranks - Definition of Abbreviations Used on Natural Heritage Resource Lists of the Virginia Department of Conservation and Recreation, May 1996, §§ 10.1-209 through 10.1-217

Natural Heritage Resources of Virginia - Rare Vascular Plants, April 2000, §§ 10.1-209 through 10.1-217

Natural Heritage Resources of Virginia - Rare Animals, April 1998, §§ 10.1-209 through 10.1-217

Natural Heritage Program Fact Sheet - Natural Heritage Information Services, §§ 10.1-209 through 10.1-217

Natural Heritage Program Fact Sheet - Natural Area Dedication, §§ 10.1-209 through 10.1-217

Natural Heritage Program Fact Sheet - Natural Area Management Agreements, §§ 10.1-209 through 10.1-217

Natural Heritage Program Fact Sheet - Natural Area Registry, §§ 10.1-209 through 10.1-217

Natural Heritage Program Fact Sheet - Ecological Management, §§ 10.1-209 through 10.1-217

Natural Heritage Program Fact Sheet - Fire and Natural Areas, §§ 10.1-209 through 10.1-217

Natural Heritage Resource Fact Sheet - Conserving Endangered Species (brochure), §§ 10.1-209 through 10.1-217

Natural Heritage Resource Fact Sheet - Barrier Beaches, §§ 10.1-209 through 10.1-217

Natural Heritage Resource Fact Sheet - Sea-level Fens, §§ 10.1-209 through 10.1-217

Natural Heritage Resource Fact Sheet - Tidal Freshwater Marshes, §§ 10.1-209 through 10.1-217

Natural Heritage Resource Fact Sheet - Pocosins, §§ 10.1-209 through 10.1-217

Natural Heritage Resource Fact Sheet - Baldcypress - Water Tupelo Swamps, §§ 10.1-209 through 10.1-217

Natural Heritage Resource Fact Sheet - Turkey Oak Sandhills, §§ 10.1-209 through 10.1-217

Natural Heritage Resource Fact Sheet - Seasonal Ponds, §§ 10.1-209 through 10.1-217

Natural Heritage Resource Fact Sheet - Groundwater Seepage Wetlands, §§ 10.1-209 through 10.1-217

Natural Heritage Resource Fact Sheet - Conserving Natural Communities, §§ 10.1-209 through 10.1-217

Natural Heritage Resource Fact Sheet - Rare Beach Nesting Birds, §§ 10.1-209 through 10.1-217

Natural Heritage Resource Fact Sheet - Rare Marsh Nesting Birds, §§ 10.1-209 through 10.1-217

Natural Heritage Resource Fact Sheet - Migratory Songbird Habitat, §§ 10.1-209 through 10.1-217

Natural Heritage Resource Fact Sheet - Rare Odonates, §§ 10.1-209 through 10.1-217

Natural Heritage Resource Fact Sheet - Sensitive Joint-vetch, §§ 10.1-209 through 10.1-217

Natural Heritage Resource Fact Sheet - Spreading Pogonia, §§ 10.1-209 through 10.1-217

Natural Heritage Resource Fact Sheet - Purple Pitcher Plant, §§ 10.1-209 through 10.1-217

Natural Heritage Resource Fact Sheet - Swamp Pink, §§ 10.1-209 through 10.1-217

Natural Heritage Resource Fact Sheet - Virginia Sneezeweed, §§ 10.1-209 through 10.1-217

Native Plants for Conservation, Restoration and Landscaping - Master list, comb-bound booklet, §§ 10.1-209 through 10.1-217

Native Plants for Conservation, Restoration and Landscaping - Riparian Forest Buffers (brochure), §§ 10.1-209 through 10.1-217

Native Plants for Conservation, Restoration and Landscaping - Grasslands (brochure), §§ 10.1-209 through 10.1-217

Virginia Natural Heritage Program Twelve Year Report, §§ 10.1-209 through 10.1-217

Invasive Alien Plant Species of Virginia - List of Invasive Plant Species, §§ 10.1-209 through 10.1-217

Invasive Alien Plant Species of Virginia - Alligatorweed, §§ 10.1-209 through 10.1-217

Invasive Alien Plant Species of Virginia - Aneilema, §§ 10.1-209 through 10.1-217

Invasive Alien Plant Species of Virginia - Asiatic Sand Sedge, §§ 10.1-209 through 10.1-217

Invasive Alien Plant Species of Virginia - Autumn Olive and Russian Olive, §§ 10.1-209 through 10.1-217

Invasive Alien Plant Species of Virginia - Bush Honeysuckle, §§ 10.1-209 through 10.1-217

Invasive Alien Plant Species of Virginia - Canada Thistle, §§ 10.1-209 through 10.1-217

Invasive Alien Plant Species of Virginia - Chinese Lespedeza, §§ 10.1-209 through 10.1-217

Invasive Alien Plant Species of Virginia - Chinese Privet, §§ 10.1-209 through 10.1-217

Invasive Alien Plant Species of Virginia - Common Reed, §§ 10.1-209 through 10.1-217

Invasive Alien Plant Species of Virginia - Crown Vetch, §§ 10.1-209 through 10.1-217

Invasive Alien Plant Species of Virginia - Eurasian Water-milfoil, §§ 10.1-209 through 10.1-217

Invasive Alien Plant Species of Virginia - Garlic Mustard, §§ 10.1-209 through 10.1-217

Invasive Alien Plant Species of Virginia - Giant Reed, §§ 10.1-209 through 10.1-217

Guidance Documents

Invasive Alien Plant Species of Virginia - Hydrilla, §§ 10.1-209 through 10.1-217

Invasive Alien Plant Species of Virginia - Japanese Honeysuckle, §§ 10.1-209 through 10.1-217

Invasive Alien Plant Species of Virginia - Japanese Knotweed, §§ 10.1-209 through 10.1-217

Invasive Alien Plant Species of Virginia - Japanese Stilt Grass, §§ 10.1-209 through 10.1-217

Invasive Alien Plant Species of Virginia - Johnson Grass, §§ 10.1-209 through 10.1-217

Invasive Alien Plant Species of Virginia - Kudzu, §§ 10.1-209 through 10.1-217

Invasive Alien Plant Species of Virginia - Mile-a-Minute, §§ 10.1-209 through 10.1-217

Invasive Alien Plant Species of Virginia - Multiflora Rose, §§ 10.1-209 through 10.1-217

Invasive Alien Plant Species of Virginia - Oriental Bittersweet, §§ 10.1-209 through 10.1-217

Invasive Alien Plant Species of Virginia - Parrot's Feather, §§ 10.1-209 through 10.1-217

Invasive Alien Plant Species of Virginia - Porcelain Berry, §§ 10.1-209 through 10.1-217

Invasive Alien Plant Species of Virginia - Purple Loosestrife, §§ 10.1-209 through 10.1-217

Invasive Alien Plant Species of Virginia - Spotted Knapweed, §§ 10.1-209 through 10.1-217

Invasive Alien Plant Species of Virginia - Tall Fescue, §§ 10.1-209 through 10.1-217

Invasive Alien Plant Species of Virginia - Tree-of-Heaven, §§ 10.1-209 through 10.1-217

Invasive Alien Plant Species of Virginia - Winged Burning Bush, §§ 10.1-209 through 10.1-217

Invasive Alien Plant Species of Virginia - Battling an Invasive Plant Species, §§ 10.1-209 through 10.1-217

Canoe Trail Guide - Alton's Creek, North Landing River Natural Area Preserve (brochure), §§ 10.1-209 through 10.1-217

Canoe Trail Guide - Pocaty Creek, North Landing River Natural Area Preserve (brochure), §§ 10.1-209 through 10.1-217

Division of Planning and Recreation Resources

1992 Virginia Outdoors Survey, 1992 (a survey of Virginians' use of and attitudes about the Commonwealth's natural and outdoor recreational resources), §§ 10.1-200 and 10.1-207 (2000 Survey to be released in the Winter of 2001)

1996 Virginia Outdoors Plan, 1996 (a plan for meeting Virginia's outdoor recreational needs and conserving the

environment (a 360 page document)), §§ 10.1-200 and 10.1-207, cost: \$20 plus \$4.00 for shipping and handling

Virginia Recreational Trails Fund Program, Volume V (project application for the grant program established for the purposes of providing and maintaining recreational trails and trails-related facilities), §10.1-200

Virginia Outdoors Fund Grant Program, January 1993 (describes the Virginia Outdoors Fund Grant Program and provides appropriate application instructions and forms), § 10.1-200

Virginia Outdoors Fund Revolving Loan Program, December 1992 (to facilitate the availability of outdoor recreation areas and facilities for all political jurisdictions in the Commonwealth of Virginia), Item 406, Chapter 893, Acts of Assembly of 1992

Virginia Land Conservation Foundation Manual, 2000 Virginia Land Conservation Fund Grant Program, October, 2000 (provides grants for fee simple title to and interest in real property for land conservation purposes in specified categories of open space and parks, natural area protection, historic area protection and farmlands and forest preservation), §§ 10.1-1017 through 10.1-1026

Potential Park Site Criteria (Level 1), § 10.1-200

Two page briefing on the Scenic River program and a list of the current components of the Virginia Scenic Rivers System, §§ 10.1-400 and 10.1-402

The Goose Creek Scenic River Advisory Board (brochure describing board responsibilities to state and county governments), §§ 10.1-400, 10.1-402 and 10.1-411

Evaluation Criteria (evaluating and ranking of streams according to relative uniqueness or quality), § 10.1-401

Open Space Land Within the Shenandoah River Corridor and Use-Value Assessment, §§ 10.1-417 and 58.1-3230

Belle Isle State Park Master Plan, Reviewed by the Board of Conservation and Recreation on December 7, 1998, and adopted by David G. Brickley, December 29, 1998, §§ 10.1-107, 10.1-200 and 10.1-200.1

Caledon Natural Area Master Plan, Reviewed by the Board of Conservation and Recreation on December 7, 1998, and adopted by David G. Brickley, December 29, 1998, §§ 10.1-107, 10.1-200 and 10.1-200.1

Chippokes State Park Master Plan, Reviewed by the Board of Conservation and Recreation on December 2, 1999, adopted by David G. Brickley, May 16, 2000, §§ 10.1-107, 10.1-200 and 10.1-200.1

Claytor Lake State Park Master Plan, Reviewed by the Board of Conservation and Recreation on December 12, 2000, §§ 10.1-107, 10.1-200 and 10.1-200.1

Douthat State Park Master Plan, Reviewed by the Board of Conservation and Recreation on December 7, 1998, and adopted by David G. Brickley, December 29, 1998, §§ 10.1-107, 10.1-200 and 10.1-200.1

False Cape State Park Master Plan, Reviewed by the Board of Conservation and Recreation on December 7, 1998, and

adopted by David G. Brickley, December 29, 1998, §§ 10.1-107, 10.1-200 and 10.1-200.1

First Landing State Park Master Plan, Reviewed by the Board of Conservation and Recreation on September 27, 1999 and adopted by David G. Brickley, November 15, 1999, §§ 10.1-107, 10.1-200 and 10.1-200.1

Hungry Mother State Park Master Plan, Reviewed by the Board of Conservation and Recreation on December 12, 2000, §§ 10.1-107, 10.1-200 and 10.1-200.1

James River State Park Master Plan, Reviewed by the Board of Conservation and Recreation on December 7, 1998, and adopted by David G. Brickley, December 29, 1998, §§ 10.1-107, 10.1-200 and 10.1-200.1

Kiptopeke State Park Master Plan, Reviewed by the Board of Conservation and Recreation on December 12, 2000, §§ 10.1-107, 10.1-200 and 10.1-200.1

New River Trail State Park Master Plan, Reviewed by the Board of Conservation and Recreation on April 26, 1999 and adopted by David G. Brickley, November 15, 1999, §§ 10.1-107, 10.1-200 and 10.1-200.1

Natural Tunnel State Park Master Plan, Reviewed by the Board of Conservation and Recreation on December 2, 1999, adopted by David G. Brickley, May 16, 2000, §§ 10.1-107, 10.1-200 and 10.1-200.1

Pocahontas State Park Master Plan, Reviewed by the Board of Conservation and Recreation on December 7, 1998, and adopted by David G. Brickley, December 29, 1998, §§ 10.1-107, 10.1-200 and 10.1-200.1

Raymond R. "Andy" Guest Jr. / Shenandoah River State Park Master Plan, Reviewed by the Board of Conservation and Recreation on December 12, 2000, §§ 10.1-107, 10.1-200 and 10.1-200.1

Staunton River Battlefield State Park Master Plan, Reviewed by the Board of Conservation and Recreation on December 7, 1998, and adopted by David G. Brickley, December 29, 1998, §§ 10.1-107, 10.1-200 and 10.1-200.1

Wilderness Road State Park Master Plan (formerly Karlan State Park), Reviewed by the Board of Conservation and Recreation on June 30, 1998, and December 7, 1998, and adopted by David G. Brickley, on July 2, 1998, and December 14, 1998, §§ 10.1-107, 10.1-200 and 10.1-200.1

Division of Soil and Water Conservation

The Floodplain Management Plan for the Commonwealth of Virginia, April 29, 1991 (plan with 3-ring binder), 1991 plan out of print, revised plan pending, §§ 10.1-658 and 10.1-659, cost: per page copying

Virginia Erosion and Sediment Control Handbook, Third Edition, 1992, 4 VAC 5-30, §§ 10.1-560 through 10.1-571, cost: \$28 (handbook with 3-ring binder and shipping and handling included)

Virginia Erosion and Sediment Control Field Manual, Second Edition, 1995, 4 VAC 5-30, §§ 10.1-560 through 10.1-571,

cost: \$13 (field manual, plastic cover, and shipping and handling included)

Virginia Erosion and Sediment Control Handbook AutoCad Drawings, 4 VAC 5-30, §§ 10.1-560 through 10.1-571, cost: \$23 (shipping and handling included)

Virginia Nutrient Management Guidelines for Continuing Education Meetings, May 1997, 4 VAC 5-15-40 A

Virginia Nutrient Management Certification Education and Experience Guidelines, June 1997, 4 VAC 5-15-40 A

Virginia Nutrient Management Application Instruction Packet, October 1997, 4 VAC 5-15-40 A 1

Virginia Nutrient Management Standards and Criteria, November 1995, 4 VAC 5-15

Nutrient Management Handbook, Second Edition, 1993, 4 VAC 5-15

Virginia Stormwater Management Handbook, 1999, § 10.1-603.1, cost: \$45 (2 volume set, shipping and handling included)

Virginia Water Quality Improvement Fund, Nonpoint Source Pollution Management Program, FY2001 Request for Proposals, §§ 10.1-2117 through 10.1-2134

DCR Staff Guidance for Biosolids Use Regulations Site Reviews, October 1996, 12 VAC 5-585

DCR Staff Guidance for VPA Permit Nutrient Management Plans, September 1997, 9 VAC 25-192

Improving Water Quality, a Virginia Priority... A Local Option, Tax Incentives To Protect Wetlands, Riparian Buffers & To Promote Erosion Control Structures (Local Government version), November 1998, §§ 58.1-3230, 58.1-3665 and 58.1-3666

Improving Water Quality, a Virginia Priority... A Local Option, Tax Incentives To Protect Wetlands, Riparian Buffers & To Promote Erosion Control Structures (Landowner version), November 1998, §§ 58.1-3230, 58.1-3665 and 58.1-3666

Division of State Parks

The 2001 Virginia State Parks' Guide to Virginia State Parks, §§ 10.1-200 and 10.1-201

The 2001 Virginia State Parks' Guide to Outdoors Adventures, §§ 10.1-200 and 10.1-201

Virginia State Parks, Bear Creek Lake State Park, Cumberland Multi-Use Trail Map and Guide, April 2000, §§ 10.1-200 and 10.1-201

Virginia State Parks, Bear Creek Lake State Park Fact Sheet, 1997, §§ 10.1-200 and 10.1-201

Virginia State Parks, Bear Creek Lake State Park Guide and Map, revised March 2000, §§ 10.1-200 and 10.1-201

Virginia State Parks, Bear Creek Lake State Park Trail Guide and Map, March 2000, §§ 10.1-200 and 10.1-201

Guidance Documents

Virginia State Parks, Belle Isle State Park Guide, May 1995, §§ 10.1-200 and 10.1-201

Virginia State Parks, Breaks Interstate Park & Conference Center Brochure, November 1999, §§ 10.1-200 and 10.1-201

Virginia State Parks, Caledon Natural Area, Boyd's Hole Trail Guide, 1995; §§ 10.1-200 and 10.1-201

Virginia State Parks, Caledon Natural Area Fact Sheet, January 1997, §§ 10.1-200 and 10.1-201

Virginia State Parks, Caledon Natural Area Guide, 1995, §§ 10.1-200 and 10.1-201

Virginia State Parks, Caledon Natural Area Summer Program Brochure, 2001, §§ 10.1-200 and 10.1-201

Virginia State Parks, Caledon Natural Area, Deer Herd Management Brochure, 1995, §§ 10.1-200 and 10.1-201

Virginia State Parks, Chippokes Plantation State Park Guide, 1998, §§ 10.1-200 and 10.1-201

Virginia State Parks, Chippokes State Park Fact Sheet, December 1996, §§ 10.1-200 and 10.1-201

Virginia State Parks, Chippokes Farm and Forestry Museum, §§ 10.1-200 and 10.1-201

Virginia State Parks, Claytor Lake State Park Fact Sheet, January 1997, §§ 10.1-200 and 10.1-201

Virginia State Parks, Claytor Lake State Park Guide, May 1995, §§ 10.1-200 and 10.1-201

Virginia State Parks, Claytor Lake State Park, Shady Ridge Trail Interpretive Guide, 1988, §§ 10.1-200 and 10.1-201

Virginia State Parks, Claytor Lake State Park, William Christian Interpretive Brochure, 1992, §§ 10.1-200 and 10.1-201

Virginia State Parks, Douthat State Park Fact Sheet, December 1996, §§ 10.1-200 and 10.1-201

Virginia State Parks, Douthat State Park Guide, December 1999, §§ 10.1-200 and 10.1-201

Virginia State Parks, Douthat State Park Trail Guide, June 1999, §§ 10.1-200 and 10.1-201

Virginia State Parks, Fairy Stone State Park Fact Sheet, January 1997, §§ 10.1-200 and 10.1-201

Virginia State Parks, Fairy Stone State Park Guide, December 1998, §§ 10.1-200 and 10.1-201

Virginia State Parks, Fairy Stone State Park Trail Guide, December 1998, §§ 10.1-200 and 10.1-201

Virginia State Parks, False Cape State Park Fact Sheet, January 1997, §§ 10.1-200, 10.1-201 and 10.1-205

Virginia State Parks, False Cape State Park Guide, April 1993, §§ 10.1-200, 10.1-201, and 10.1-205

Virginia State Parks, First Landing/Seashore State Park and Natural Area Trail System Guide, May 1996, §§ 10.1-200 and 10.1-201

Virginia State Parks, First Landing/Seashore State Park and Natural Area Trail System Fact Sheet, January 1997, §§ 10.1-200 and 10.1-201

Virginia State Parks, Grayson Highlands State Park Fact Sheet, January 1997, §§ 10.1-200 and 10.1-201

Virginia State Parks, Grayson Highlands State Park Guide, February 1997, §§ 10.1-200 and 10.1-201

Virginia State Parks, Grayson Highlands State Park Hunting Guide, February 1997, §§ 10.1-200 and 10.1-201

Virginia State Parks, Grayson Highlands State Park Horseback Riding Guide, February 1997, §§ 10.1-200 and 10.1-201.

Virginia State Parks, Grayson Highlands State Park Mountain Bike Guide, February 1997, §§ 10.1-200 and 10.1-201.

Virginia State Parks, Holliday Lake State Park Guide, November 1996, §§ 10.1-200 and 10.1-201

Virginia State Parks, Holliday Lake State Park, Sunfish Trail (Self-guided Boat Trail), §§ 10.1-200 and 10.1-201.

Virginia State Parks, Hungry Mother State Park Fact Sheet, January 1997, §§ 10.1-200 and 10.1-201

Virginia State Parks, Hungry Mother State Park Guide, February 1997, §§ 10.1-200 and 10.1-201

Virginia State Parks, James River State Park Guide, February 2000, §§ 10.1-200 and 10.1-201

Virginia State Parks, Kiptopeke State Park Fact Sheet, January 1997, §§ 10.1-200 and 10.1-201

Virginia State Parks, Kiptopeke State Park Guide, February 1997, § 10.1-200 and 10.1-201

Virginia State Parks, Lake Anna State Park Fact Sheet, July 1999, §§ 10.1-200 and 10.1-201

Virginia State Parks, Lake Anna State Park Guide, February 1997, §§ 10.1-200 and 10.1-201

Virginia State Parks, Lake Anna State Park Guide Fortune's Wheel, A history of the land surrounding Lake Anna State Park, §§ 10.1-200 and 10.1-201

Virginia State Parks, Lake Anna State Park Old Pond Trail, Self guided trail, §§ 10.1-200 and 10.1-201

Virginia State Parks, Lake Anna State Park Trail Guide, §§ 10.1-200 and 10.1-201

Virginia State Parks, Leesylvania State Park A Potomac Legacy, §§ 10.1-200 and 10.1-201

Virginia State Parks, Leesylvania State Park Fact Sheet, July 1998, §§ 10.1-200 and 10.1-201

Virginia State Parks, Leesylvania State Park History of Leesylvania, §§ 10.1-200 and 10.1-201

Virginia State Parks, Leesylvania State Park Lee's Woods Self Guided Trail, §§ 10.1-200 and 10.1-201

Virginia State Parks, Leesylvania State Park Map and Guide, May 1999, §§ 10.1-200 and 10.1-201

- Virginia State Parks, Leesylvania State Park Powells Creek Self Guided Trail, §§ 10.1-200 and 10.1-201
- Virginia State Parks, Mason Neck State Park Fact Sheet, July 1993, §§ 10.1-200 and 10.1-201
- Virginia State Parks, Mason Neck State Park Guide, February 1998, §§ 10.1-200 and 10.1-201
- Virginia State Parks, Natural Tunnel State Park Fact Sheet, January 1997, §§ 10.1-200 and 10.1-201
- Virginia State Parks, Natural Tunnel State Park Full color NT Brochure for racks/promotion, revised April 1997, §§ 10.1-200 and 10.1-201
- Virginia State Parks, Natural Tunnel State Park Trail Guide, July 1996, §§ 10.1-200 and 10.1-201
- Virginia State Parks, New River Trail State Park Fact Sheet, January 1997, §§ 10.1-200 and 10.1-201
- Virginia State Parks, New River Trail State Park Guide, April 2000, §§ 10.1-200 and 10.1-201
- Virginia State Parks, New River Trail State Park Trail User Guide, February 1998, §§ 10.1-200 and 10.1-201
- Virginia State Parks, Occoneechee State Park Guide, July 1996, §§ 10.1-200 and 10.1-201
- Virginia State Parks, Occoneechee State Park Fact Sheet, November 1996, §§ 10.1-200 and 10.1-201
- Virginia State Parks, Pocahontas State Park Bicycle Trails Guide, 1998, §§ 10.1-200 and 10.1-201
- Virginia State Parks, Pocahontas State Park Fact Sheet, §§ 10.1-200 and 10.1-201
- Virginia State Parks, Pocahontas State Park Guide, May 1996, §§ 10.1-200 and 10.1-201
- Virginia State Parks, Sailor's Creek State Park Guide, 72 Hours Before the End, March 1996, §§ 10.1-200 and 10.1-201
- Virginia State Parks, Shot Tower Historical State Park Guide, September 1998, §§ 10.1-200 and 10.1-201
- Virginia State Parks, Raymond R. "Andy" Guest, Jr./Shenandoah River State Park/Brochure, §§ 10.1-200 and 10.1-201
- Virginia State Parks, Sky Meadows State Park Fact Sheet, January 1997, §§ 10.1-200 and 10.1-201
- Virginia State Parks, Sky Meadows State Park Guide, May 1996, §§ 10.1-200 and 10.1-201
- Virginia State Parks, Sky Meadows State Park, Sky Meadows Bird Checklist, 1992, §§ 10.1-200 and 10.1-201
- Virginia State Parks, Sky Meadows State Park 10 Good Reasons to Leash Your Dog, 1997, §§ 10.1-200 and 10.1-201
- Virginia State Parks, Sky Meadows State Park Sky Meadows Seasonal Interpretive Program Brochure (2001), §§ 10.1-200 and 10.1-201
- Virginia State Parks, Smith Mountain Lake State Park Fact Sheet, January 1997, §§ 10.1-200 and 10.1-201
- Virginia State Parks, Smith Mountain Lake State Park Guide, August 1998, §§ 10.1-200 and 10.1-201
- Virginia State Parks, Staunton River Battlefield State Park Civil-War Self-guided Trail Brochure Fact Sheet, January 1997, §§ 10.1-200 and 10.1-201
- Virginia State Parks, Staunton River Battlefield State Park Civil-War Trails (1999), §§ 10.1-200 and 10.1-201
- Virginia State Parks, Staunton River Battlefield State Park Edgewood Self-guided Interpretive Trail (1998), §§ 10.1-200 and 10.1-201
- Virginia State Parks, Staunton River Battlefield State Interpretive Programs Brochure (2001), §§ 10.1-200 and 10.1-201
- Virginia State Parks, Staunton River State Park, 2001 Interpretive Schedule, §§ 10.1-200 and 10.1-201
- Virginia State Parks, Staunton River State Park Fact Sheet, January 1997, §§ 10.1-200 and 10.1-201
- Virginia State Parks, Staunton River State Park Trail Guide, April 1994, §§ 10.1-200 and 10.1-201
- Virginia State Parks, Southwest Virginia Museum, A Story To Tell, Guide, September 1998, §§ 10.1-200 and 10.1-201
- Virginia State Parks, Southwest Virginia Museum, A Walk on the Grounds, 1998, §§ 10.1-200 and 10.1-201
- Virginia State Parks, Southwest Virginia Museum, Calendar of Events, 2001, §§ 10.1-200 and 10.1-201
- Virginia State Parks, Southwest Virginia Museum, Victorian Parlor, 1999, §§ 10.1-200 and 10.1-201
- Virginia State Parks, Twin Lakes State Park Fact Sheet, December 1996, §§ 10.1-200 and 10.1-201
- Virginia State Parks, Twin Lakes State Park Guide, August 1995, §§ 10.1-200 and 10.1-201
- Virginia State Parks, Twin Lakes State Park Gallion Boot, Bike, Bridle Trail Guide, April 1997, §§ 10.1-200 and 10.1-201
- Virginia State Parks, Westmoreland State Park, Big Meadows Interpretive Brochure, 1996, §§ 10.1-200 and 10.1-201
- Virginia State Parks, Westmoreland State Park Fact Sheet, January 1997, §§ 10.1-200 and 10.1-201
- Virginia State Parks, Westmoreland State Park Guide, 1999, §§ 10.1-200 and 10.1-201
- Virginia State Parks, Westmoreland State Park Potomac River Retreat Publication, 1998, §§ 10.1-200 and 10.1-201
- Virginia State Parks, Westmoreland State Park Summer Interpretive Brochure, 2001, §§ 10.1-200 and 10.1-201
- Virginia State Parks, Wilderness Road State Park Guide, November 1999, §§ 10.1-200 and 10.1-201
- Virginia State Parks, York River State Park Fact Sheet, January 1997, §§ 10.1-200 and 10.1-201

Guidance Documents

Virginia State Parks, York River State Park Guide, June 1996, §§ 10.1-200 and 10.1-201

Virginia State Parks, Become a Volunteer, January 1995, §§ 10.1-200 and 10.1-201

Virginia State Parks, Camping and Cabins Fees Guide, §§ 10.1-200 and 10.1-201

Virginia State Parks, Calling One, Calling All Experienced Campers! Come Be a Virginia State Park Campground Host or Park Host, February 1996, §§ 10.1-200 and 10.1-201

Virginia State Parks Facilities and Meeting Guide, August 1999, §§ 10.1-200 and 10.1-201

Virginia State Parks, Hunting and Fishing Guide, §§ 10.1-200 and 10.1-201

Virginia State Parks, Nature's Image, Photography Field Workshops, §§ 10.1-200 and 10.1-201

Virginia State Parks, Trail Facts, §§ 10.1-200 and 10.1-201

Board of Conservation and Recreation

General Information for Board Members (3-ring notebook), July 1999, §§ 10.1-105 through 10.1-107, cost: per page copying

Board on Conservation and Development of Public Beaches

General Information for Board Members (3-ring notebook), May 1997, §§ 10.1-705 through 10.1-711, cost: per page copying

Virginia Soil and Water Conservation Board

General Information for Board Members (3-ring notebook), July 1999, §§ 10.1-502 through 10.1-505, cost: per page copying

Virginia Cave Board

General Information for Board Members (3-ring notebook), May 2000, §§ 10.1-1000 through 10.1-1008, cost: per page copying

Designated Scenic River Advisory Boards

Handouts to Scenic River Advisory Boards: these include a 2-page briefing on the Scenic Rivers Program, a copy of the Scenic River enabling legislation from the Code of Virginia, a list of the current components of the Virginia Scenic River System, a list of Virginia Register publication deadlines and schedules, Department of Conservation and Recreation guidance for meeting minutes, and a copy of the appropriate Scenic River Advisory Board Bylaws, §§ 10.1-400, 10.1-402 and 10.1-406

Chippokes Plantation Farm Foundation

Chippokes Farm and Forestry Museum brochure, 1992, §§ 3.1-22.6 through 3.1-22.12

Chippokes Calendar of Events brochure, §§ 3.1-22.6 through 3.1-22.12

General Information for Board Members (3-ring notebook), May 1997, §§ 3.1-22.6 through 3.1-22.12, cost: per page copying

Teachers' Program Guide, Chippokes Farm and Forestry Museum, §§ 3.1-22.6 through 3.1-22.12

Group Tour Guide, Chippokes Plantation State Park, §§ 3.1-22.6 through 3.1-22.12

Virginia Land Conservation Foundation

General Information for Board Members (3-ring notebook), October 2000, §§ 10.1-1017 through 10.1-1026, cost: per page copying

Virginia Land Conservation Foundation Manual, 2000 Virginia Land Conservation Fund Grant Program, October, 2000 (provides grants for fee simple title to and interest in real property for land conservation purposes in specified categories of open space and parks, natural area protection, historic area protection and farmlands and forest preservation), §§ 10.1-1017 through 10.1-1026

Virginia Outdoors Foundation

General Information for Board Members (3-ring notebook), May 1997, §§ 10.1-1800 through 10.1-1804, cost: per page copying

The Open-Space Lands Preservation Trust Fund (brochure), 1997, §§ 10.1-1800 through 10.1-1804

Open-Space Lands Preservation Trust Fund Application (to be completed by the landowner) (interim form), 1997, §§ 10.1-1800 through 10.1-1804

Regional Advisory Board Open Space Preservation Trust Fund Summary Ranking Sheet, to be compiled by the applicable Regional Advisory Board (interim form), 1997, §§ 10.1-1800 through 10.1-1804

Virginia State Parks Foundation

General Information for Board Members (3-ring notebook), revised December 1998, §§ 10.1-218 through 10.1-225, cost: per page copying

STATE CORPORATION COMMISSION

Office of the Clerk of the Commission

Copies of the following forms and documents may be viewed during regular work days from 8:15 a.m. until 5 p.m. in the office of the State Corporation Commission, Clerk's Office, 1st

Floor, Tyler Building, 1300 East Main Street, Richmond, VA 23219. The mailing address is P.O. Box 1197, Richmond, VA 23218. Copies may be obtained free of charge by contacting the Clerk's Office by telephone (804) 371-9733 or FAX (804) 371-9133. The forms may be downloaded from the Clerk's Office section on the State Corporation Commission's Home page (www.state.va.us/scc).

Questions regarding interpretation or implementation of these forms/documents may be directed to Joel H. Peck, Clerk of the Commission, State Corporation Commission, 1st Floor, Tyler Building, 1300 East Main Street, Richmond, VA 23219, telephone (804) 371-9834 or FAX (804) 371- 9744. The mailing address is P.O. Box 1197, Richmond, VA 23218.

Guidance Documents:

SCC544, Guide for Articles of Incorporation - Professional Corporation, revised July 2000, § 13.1-544

SCC607/807, Guide for Articles of Correction, revised January 2000, §§ 13.1-607 and 13.1-807

SCC619, Guide for Articles of Incorporation - Stock Corporation, revised July 2000, § 13.1-619

SCC631/830, Application for Reservation or Renewal of Reservation of a Corporate Name (domestic corporations), revised September 1996, §§ 13.1-631 and 13.1-830

SCC632/831, Application for Registration or Renewal of Registration of a Corporate Name (foreign corporations), revised September 1996, §§ 13.1-632 and 13.1-831

SCC635/834, Statement of Change of Registered Office/Registered Agent of a Corporation, revised July 2000, §§ 13.1-635 and 13.1-834

SCC636/835, Statement of Resignation of Registered Agent of a Corporation, revised September 1996, §§ 13.1-636 and 13.1-835

SCC710, Guide for Articles of Amendment - Unanimous Consent of Shareholders - Stock Corporation, revised January 2000, § 13.1-710

SCC720, Guide for Articles of Merger or Share Exchange - Stock Corporation, revised January 2000, § 13.1-720

SCC743, Articles of Dissolution - By Unanimous Consent of Shareholders - Stock Corporation, revised January 2000, § 13.1-743

SCC744, Articles of Revocation of Dissolution - Stock Corporation, revised January 2000, § 13.1-744

SCC750, Articles of Termination of Corporate Existence - Stock Corporation, revised July 2000, § 13.1-750

SCC751, Articles of Termination of Corporate Existence - By the Initial Directors or the Incorporators - Stock Corporation, revised July 2000, § 13.1-751

SCC759/921, Application for a Certificate of Authority to Transact Business in Virginia, revised July 2000, §§ 13.1-759 and 13.1-921

SCC760/922, Application for an Amended Certificate of Authority to Transact Business in Virginia, revised January 2000, §§ 13.1-760 and 13.1-922

SCC767/929, Application for a Certificate of Withdrawal, revised July 2000, §§ 13.1-767 and 13.1-929

SCC819, Guide for Articles of Incorporation - Nonstock Corporation, revised July 2000, § 13.1-819

SCC888, Guide for Articles of Amendment Without Member Action - Nonstock Corporation, revised January 2000, § 13.1-888

SCC896, Guide for Articles of Merger - Nonstock Corporation, revised January 2000, § 13.1-896

SCC904, Articles of Dissolution - Nonstock Corporation, revised July 2000, § 13.1-904

SCC905, Articles of Revocation of Dissolution - Nonstock Corporation, revised January 2000, § 13.1-905

SCC912, Articles of Termination of Corporate Existence - Nonstock Corporation, revised July 2000, § 13.1-912

SCC913, Articles of Termination of Corporate Existence by the Initial Directors or the Incorporators - Nonstock Corporation, revised July 2000, § 13.1-913

SCC1, Corporate Annual Report of Principal Office and Officers/Directors, revised annually, §§ 13.1-775 and 13.1-936

LPA-73.3, Application for Reservation or for Renewal of Reservation of Limited Partnership Name, revised September 1996, § 50-73.3

LPA-73.5, Statement of Change of Registered Agent/Registered Office of a Limited Partnership, revised July 2000, § 50-73.5

LPA-73.6, Statement of Resignation of Registered Agent of a Limited Partnership, revised September 1996, § 50-73.6

LPA-73.11, Certificate of Limited Partnership, revised July 2000, § 50-73.11

LPA-73.12, Amendment to Certificate of Limited Partnership, revised July 1997, § 50-73.12

LPA-73.13, Limited Partnership Certificate of Cancellation, revised September 1996, § 50-73.13

LPA-73.54, Application for Registration of a Foreign Limited Partnership, revised July 2000, § 50-73.54

LPA-73.57, Certificate of Correction for a Foreign Limited Partnership, revised September 1996, § 50-73.57

LPA-73.58, Foreign Limited Partnership Certificate of Cancellation, revised September 1996, § 50-73.58

LPA-73.77, Amended and Restated Certificate of Limited Partnership, revised July 2000, § 50-73.77

LLC-1010.1, Conversion of Partnership to a Limited Liability Company, revised July 2000, § 13.1-1010.1

LLC-1011, Articles of Organization, revised July 2000, § 13.1-1011

Guidance Documents

LLC-1011.1, Guide for Certificate of Correction to Articles of Organization of a Domestic Limited Liability Company, July 2000, § 13.1-1011.1

LLC-1013, Application for Reservation of Renewal of Reservation of Limited Liability Company Name, revised November 1996, § 13.1-1013

LLC-1014, Guide for Articles of Amendment to Articles of Organization or Amended and Restated Articles of Organization, revised July 2000, § 13.1-1014

LLC-1016, Statement of Change of Registered Agent/Registered Office of a Limited Liability Company, revised July 2000, § 13.1-1016

LLC-1017, Statement of Resignation of Registered Agent of a Limited Liability Company, revised September 1996, § 13.1-1017

LLC-1050, Certificate of Cancellation of a Limited Liability Company, revised July 2000, § 13.1-1050

LLC-1050.1, Articles of Reinstatement of a Domestic Limited Liability Company, July 2000, § 13.1-1050.1

LLC-1052, Application for Registration as a Foreign Limited Liability Company, revised July 2000, § 13.1-1052

LLC-1055, Certificate of Correction for a Foreign Limited Liability Company, revised September 1996, § 13.1-1055

LCC-1056, Cancellation of Certificate of Registration as a Foreign Limited Liability Company, revised September 1996, § 13.1-1056

LLC-1103, Articles of Organization for a Professional Limited Liability Company, revised July 2000, § 13.1-1103

UPA-93, Statement of Partnership Authority, revised July 1997, § 50-73.93

UPA-94, Statement of Denial, revised January 2000, § 50-73.94

UPA-115, Statement of Dissociation, revised January 2000, § 50-73.115

UPA-121, Statement of Dissolution, revised January 2000, § 50-73.121

UPA-83D-CANC, Statement of Cancellation (of any statement filed), revised January 2000, § 50-73.83 D

UPA-83D-AMEND, Statement of Amendment (of any statement filed), revised January 2000, § 50-73.83 D

UPA-125, Certificate of Limited Partnership of a Partnership Converting to a Limited Partnership, revised July 2000, § 50-73.125

UPA-132, Statement of Registration as a Domestic Registered Limited Liability Partnership, revised July 2000, § 50-73.132

UPA-134, Annual Report of a Domestic or Foreign Registered Limited Liability Partnership, revised January 2000, § 50-73.134

UPA-135, Certificate of Change of Registered Agent/Registered Office of a Registered Limited Liability Partnership, revised July 2000, § 50-73.135

UPA-135-RESIGN, Certificate of Resignation of Registered Agent of a Registered Limited Liability Partnership, revised July 2000, § 50-73.135

UPA-136, Statement of Amendment of a Statement of Registration of a Domestic Registered Limited Liability Partnership, revised July 2000, § 50-73.136

UPA-137, Statement of Cancellation of a Statement of Registration of a Domestic Registered Limited Liability Partnership, revised January 2000, § 50-73.137

UPA-138, Statement of Registration as a Foreign Registered Limited Liability Partnership, revised July 2000, § 50-73.138

UPA-139, Statement of Cancellation of Registration as a Foreign Registered Limited Liability Partnership, revised January 2000, § 50-73.139

Charter/Entrance Fee and Annual Registration Fee Schedule, revised July 1997, §§ 13.1-775.1 and 13.1-936.1

Business Registration Guide, A Cooperative Effort by The State Corporation Commission, The Virginia Employment Commission and the Department of Taxation, 5th Edition, revised 1997

General Fee Schedule, revised July 2000

Name Distinguishability, revised February 1991, §§ 13.1-630 and 13.1-829

Division of Communications

Copies of the following documents may be viewed during regular work days from 8 a.m. until 4:30 p.m. in office of the Division of Communications, State Corporation Commission, 9th Floor, Tyler Building, 1300 East Main Street, Richmond, VA 23219. The mailing address is P.O. Box 1197, Richmond, VA 23218. Copies may be obtained by contacting Ms. Judy Shapard at the same address, telephone (804) 371-9421 or FAX (804)371-9069. Questions regarding interpretation or implementation of these documents may also be directed to Ms. Judy Shapard. There is no charge for copies of documents.

Guidance Documents:

Operating Service Criteria for Virginia Telephone Utilities, Revised 1985, Guidelines For Telecommunications Companies Operating In The State Of Virginia Under The Jurisdiction Of The Virginia State Corporation Commission, Supplemented By Rules At 20 VAC 5-400-80

Letter, Director Of Communications, Dated October 25, 1990, Advising All Companies That All Local And Toll Billing Must Be Kept For A Minimum Of Three Years

Letter, Director Of Communications, Dated October 21, 1997, Advising All Telecommunications Companies That: (1) No Applicant Can Be Refused Telephone Service Because Of Another Person's Indebtedness, And (2) A Utility May Not Disconnect Local Service For Nonpayment Of International

And/Or Interstate Dial-A-Porn/Pay-Per-Call Telephone Charges Billed By A Regulated Or Nonregulated Long Distance Carrier Since These Are Nonregulated Services

Letter, Director Of Communications, Dated August 17, 1999, Concerning and Clarifying the State Corporation Commission's new rules, effective October 1, 1999, on Disconnection of Local Exchange Telephone Service in Virginia for Nonpayment, 20 VAC 5-400-151

Letter, Director Of Communications, Dated November 16, 2000, Concerning Annual Payphone Service Provider Registration for 2001 including the letter and (1) the application form for registration of a new payphone service provider and (2) the forms for the payphone service provider annual registration

Division of Economics and Finance

Copies of the following documents may be viewed during regular work days from 8 a.m. until 4:30 p.m. in the office of the Division of Economics and Finance, State Corporation Commission, Tyler Building, 4th Floor, 1300 East Main Street, Richmond, VA 23219. The mailing address is P.O. Box 1197, Richmond, VA 23218. Copies may be obtained free of charge by contacting Brenda Currin at the same address, telephone (804) 371-9295 or FAX (804) 371-9935.

Questions regarding interpretation or implementation of these documents may be directed to Richard Williams, Director of the Division of Economics and Finance, State Corporation Commission, Tyler Building, 4th Floor, 1300 East Main Street, Richmond, VA 23219, telephone (804) 371-9295 or FAX (804) 371-9935. The mailing address is P.O. Box 1197, Richmond, VA 23218.

Guidance Documents:

Information Required for Approval of New Generation Facilities, issued December, 1986, § 56-234.3

Interest Rate to be Paid on Customer Deposits, revised January 7, 2000, 20 VAC 5-10-20, updated annually

Electric Utility Resource Planning Information Requirements, revised May 29, 1998, § 56-234.3

Gas Utility Five-Year Forecast Information Requirements, revised September 17, 1998, § 56-248.1

Filing Securities Applications by Investor-Owned Utilities Instructions, revised June 20, 2000, § 56-60

Filing Securities Applications by Electric Cooperative Utilities Instructions, revised June 20, 2000, § 56-60

Instructions for Submitting Annual Financing Plans by Investor-Owned Utilities, revised June 20, 2000, § 56-56

Instructions for Submitting Annual Financing Plans by Electric Cooperative Utilities, June 20, 2000, § 56-56

Division of Energy Regulation

Copies of the following documents may be viewed during regular work days from 8:15 a.m. until 5 p.m. in the office of

the SCC's Division of Energy Regulation, 4th Floor, Tyler Building, 1300 East Main Street, Richmond, VA 23219. The mailing address is P.O. Box 1197, Richmond, VA 23218. Copies may be obtained at a charge of \$1.00 each for the first two pages and \$0.50 for each page thereafter. Contact Sandy Estes at the same address, telephone number (804) 371-9611, FAX (804) 371-9350 or e-mail sestes@scc.state.va.us.

Questions regarding interpretation or implementation of these documents may be directed to Tim Faherty, Manager, Consumer Services, at the above address and telephone number.

Guidance Documents:

Memorandum to All Electric Utilities re: Underground electric distribution facilities, July 10, 1970, §§ 56-265.1 et seq., 2 pages

Memorandum to All Electric Utilities re: Utility Facilities Act, July 14, 1972, §§ 56-265.1 et seq., 21 pages

Letter to electric, gas, telephone, water and sewer utilities re: Filing of Complaint Procedures, April 29, 1977, § 56-247.1, 4 pages

Guidelines re: application requirements for a certificate of public convenience and necessity for water and sewerage utilities, October 17, 1988, §§ 56-265.1 et seq., 2 pages

Tree Trimming Guidelines, September 1, 1996, House Joint Resolution No. 155 - 1989 Acts of Assembly, 1 page

Guidelines of Minimum Requirements for Transmission Line Applications, May 10, 1991, §§ 56-46.1 and 56-265.1 et seq., 22 pages

Letter to all electric and gas utilities re: collection of monthly bills (cold weather - termination of service), November annually, § 56-247.1, 1 page

Letter to electric cooperatives re: tree trimming items required to be compiled on an annual basis, February 26, 1990, House Joint Resolution No. 155 - 1989 Acts of Assembly, 2 pages

Letter to electric companies re: data required annually for tree trimming for utility line clearance, December 8, 1993, House Joint Resolution No. 155 - 1989 Acts of Assembly, 1 page

Gas Pipeline Safety Inspection Procedures, revised 1999, § 56-5.1, 192 pages

Underground Utility Damage Prevention Investigation and Enforcement Procedures, May 1997, § 56-265.14, 22 pages

Damage Prevention Advisory Committee Bylaws, July 1995, § 56-265.14 et seq., 7 pages

"Pipeline Safety Newsletter," Volume 1, No. 1, 1993

"Pipeline Safety Newsletter," Volume 2, No. 1, April 1994, 4 pages

"Pipeline Safety Newsletter," Volume 3, No. 1, May 1995, 6 pages

"Pipeline Safety Newsletter," Volume 4, No. 1, August 1996, 8 pages

Guidance Documents

"Pipeline Safety Newsletter," Volume 5, No. 1, October 1997, 7 pages

"Pipeline Safety Newsletter," Volume 6, No. 1, June 1998, 4 pages

Bureau of Financial Institutions

Copies of the following documents may be viewed during regular work days from 8:15 a.m. until 5 p.m. in the office the Bureau of Financial Institutions, Tyler Building, 8th Floor, 1300 E. Main Street, Richmond, VA 23219. The mailing address is P.O. Box 640, Richmond, VA 23218-0640. Copies may be obtained free of charge by contacting Mary Lou Kelly at the same address, telephone (804) 371-9659, FAX (804) 371-9416 or e-mail mkelly@scc.state.va.us.

Documents listed as "applications" and "notices" are also available from the Bureau's website: <http://www.state.va.us/scc/division/banking/vabank.htm>.

Questions regarding interpretation or implementation of these documents may be directed to E. J. Face, Jr., Commissioner of Financial Institutions, Bureau of Financial Institutions, Tyler Building, 8th Floor, 1300 E. Main Street, Richmond, VA 23219, telephone (804) 371-9659, FAX (804) 371-9416 or e-mail ejface@scc.state.va.us. The mailing address is P.O. Box 640, Richmond, VA 23218-0640.

Guidance Documents:

BFI-AR-0201, Application for a Branch Office, revised July, 1999, §§ 6.1-39.3 and 6.1-194.26

BFI-AR-0202, Investments by Banks in Shares of Investment Companies, issued August 10, 1987, § 6.1-60.1

BFI-AR-0203, Loans Secured by Stock of Financial Institutions Holding Company, revised January 22, 1996, §§ 6.1-60.1, 6.1-194.69 and 6.1-194.136

BFI-AR-0204, Investment in Community Development Corporations, issued September 8, 1988, § 6.1-60.1

BFI-AR-0205, Securities Rating Services, issued June 21, 1978, § 6.1-61

BFI-AR-0206, Loans in Violation of Section 6.1-61, issued December 16, 1977, § 6.1-61

BFI-AR-0207, Obligations Subject to the Limits Specified, issued November 1, 1978, § 6.1-61

BFI-AR-0208, Exceptions to Lending Limits for State-Chartered Banks, issued December 16, 1977, §§ 6.1-61 A(2) and 6.1-61 A(7)

BFI-AR-0209, Right of Offset by Holders of Subordinated Bank Debt, issued November 9, 1981, §§ 6.1-61 and 6.1-78

BFI-AR-0210, Loans Secured by Real Estate, revised March 21, 1994, §§ 6.1-63 through 6.1-66

BFI-AR-0211, Graduated-Payment Mortgage Loans, revised November 2, 1987, § 6.1-63 B

BFI-AR-0212.1, Outside Auditor Access to Virginia Examination Reports, issued August 20, 1992, §§ 6.1-90 and 6.1-194.79

BFI-AR-0214, Responsibility of Directors for Legal Lending Limit Violations, issued May 7, 1991, § 6.1-61 D

BFI-AR-0301, Investment in Capital Stock of USL Savings Institutions Insurance Group, Ltd., issued February 12, 1987, §§ 6.1-194.4 and 6.1-194.69, subdivision 15

BFI-AR-0302, Application by an Out-of-State Savings Institution to Transact a Savings Institution Business in Virginia, issued September, 1996, § 6.1-194.41

BFI-AR-0303, Investment by Virginia Savings Institutions in Shares of Open-end Management Investment Companies, issued August 12, 1987, § 6.1-194.69, subdivision 14

BFI-AR-0304, Application to Acquire a Virginia Savings Institution, revised December, 1999, §§ 6.1-194.96, 6.1-194.97 and 6.1-194.98

BFI-AR-0305, Notice of Intent to Acquire a Savings Institution Outside Virginia, revised December, 1999, § 6.1-194.105

BFI-AR-0401, Investments of Funds by State-Chartered Credit Unions, revised May 17, 1999, § 6.1-225.57

BFI-AR-0601, Sales of Automobile Club Memberships, revised and reissued August 3, 1998, § 6.1-267

BFI-AR-0701, Judgment Rate of Interest; Excessive Deferrals, issued December 9, 1983, § 6.1-330.54

BFI-AR-0702, Charges on Subordinate Mortgage Loans by Certain Lenders, issued April 6, 1990, § 6.1-330.71

BFI-AR-0703, Rebate of Unearned Installment Loan Interest by Banks--Rule of 78, revised July 1, 1990, §§ 6.1-330.84, 6.1-330.85, 6.1-330.86 and 6.1-330.89

BFI-AR-1301, Application for Permission to Acquire Voting Shares of a Virginia Financial Institution, revised October 31, 1990, § 6.1-383.1

BFI-AR-1501, Application to Acquire a Virginia Bank Holding Company or Virginia Bank, revised December, 1999, § 6.1-399

BFI-AR-1502, Notice of Intent to Acquire a Bank Outside Virginia, revised October 31, 1990, § 6.1-406

BFI-AR-1601, Mortgage Brokers as Named Payee on Mortgage Loan Notes, revised February 28, 1991, § 6.1-409

BFI-AR-1602, Application for Permission to Acquire Control of a Mortgage Lender/Broker Licensee, revised December, 1999, § 6.1-416.1

BFI-AR-1603, Compensating, or Offering to Compensate, Unlicensed Mortgage Brokers, issued July 3, 1990, § 6.1-409

BFI-AR-1604, Funds Available to Licensed Mortgage Lenders for Business Operation, issued March 21, 1991, §§ 6.1-415 and 6.1-425

BFI-AR-1605, Compensation of Unlicensed Mortgage Brokers, issued August 26, 1991, § 6.1-429

BFI-AR-1606, Charging "Assignment Fees" to Borrowers, issued July 2, 1993, § 6.1-330.70

BFI-AR-1607, Fees Charged by Mortgage Brokers, issued December 1, 1995, § 6.1-422 B 4

BFI-AR-1608, Exemption from Chapter 16 for Subsidiaries and Affiliates of Certain Depository Institutions, issued November 9, 1998, § 6.1-411

"The Compliance Connection," a newsletter for small loan companies and mortgage lenders and brokers, published quarterly

"The Credit Union Reflection," a newsletter for state chartered credit unions, published quarterly

"The Virginia State Banker," a newsletter for state-chartered banks, published quarterly

Bureau of Insurance

Copies of the following documents may be viewed during regular workdays from 8:15 a.m. until 4:30 p.m. in the office of the State Corporation Commission Bureau of Insurance, Tyler Building, 6th Floor, 1300 East Main Street, Richmond, Virginia 23219. The mailing address is P. O. Box 1157, Richmond, Virginia 23218. For general information call the Bureau of Insurance (Bureau) at (804)371-9741 or for in-state calls use the toll free number (800)552-7945.

Questions regarding interpretation or implementation of these documents may be directed to Van Tompkins, Special Assistant to the Commissioner of Insurance. Single copies of each document listed may be obtained free of charge by contacting Ms. Tompkins at the Bureau's mailing address, by telephone (804)371-9694 or by FAX (804)371-9873. Many of these documents are available online at the Bureau's Web Site <http://www.state.va.us/scc/division/boi>.

Administrative Letters:

Administrative Letter 1977-2, Monitoring Price Changes for Homeowners, Automobile Liability (B.I., P.D., etc.), and Automobile Physical Damage Coverage, issued February 25, 1977

Administrative Letter 1977-3, Insurance Problems Encountered by Handicapped or Disabled Persons, issued March 7, 1977

Administrative Letter 1977-4, 1977 Insurance Legislation, issued April 15, 1977

Administrative Letter 1977-5, Readable Insurance Policies - Automobile, Fire, and Homeowners Policies, issued May 9, 1977, §§ 38.2-2107 (formerly § 38.1-367.1) and 38.2-2224 (formerly § 38.1-387.1)

Administrative Letter 1977-6, 1977 Acts of the General Assembly of Virginia, issued May 9, 1977, §§ 38.2-2201 (formerly §38.1-380.1), 38.2-2202 (formerly §38.1-380.2) and 46.2-465 (formerly §46.1-497.1)

Administrative Letter 1977-7, Assignment of Driving Record Points, issued May 9, 1977, § 38.2-1904 (formerly § 38.1-279.33)

Administrative Letter 1977-8, 1977 Acts of the General Assembly of Virginia, issued May 12, 1977, §§ 38.2-2118 (formerly § 38.1-279.49:1), 38.2-2204 (formerly § 38.1-381), 38.1-389.3 (Repealed 1996) and 38.2-2807 (formerly § 38.1-781)

Administrative Letter 1977-9, 161 Private Passenger Car Class Plan, issued May 26, 1977, §§ 38.2-1904 (formerly § 38.1-279.33), 38.2-1910 (formerly § 38.1-279.38) and 38.2-2213 (formerly § 38.1-381.6)

Administrative Letter 1977-10, Lawyers Professional Liability Insurance, issued May 26, 1977

Administrative Letter 1977-11, Automobile Rate Classification Statement, issued July 15, 1977, § 38.2-2214 (formerly § 38.1-381.7)

Administrative Letter 1977-12, Automobile Rating Territories, issued May 23, 1977

Administrative Letter 1977-13, Medical Expense and Loss of Income Coverages, issued July 25, 1977, §§ 38.2-1928 (formerly § 38.1-279.56), 38.2-2201 (formerly § 38.1-380.1), 38.2-2202 (formerly § 38.1-3802) and 46.2-465 (formerly § 46.1-497.1)

Administrative Letter 1977-14, Assignment of Driving Record Points, issued July 26, 1977, §§ 38.2-1904 (formerly § 38.1-279.33) and 38.2-1928 (formerly § 38.1-279.56)

Administrative Letter 1977-15, Amendment of Section 38.1-348.7 of the Code of Virginia Relating to Coverages for Mental Emotional or Nervous Disorders, Alcoholism and Drug Addiction, issued October 11, 1977, § 38.2-3412 (formerly § 38.1-348.7)

Administrative Letter 1977-16, 10% Set-Aside Clause - Local Public Works Act of 1977, issued November 14, 1977

Administrative Letter 1977-17, Medical Malpractice Liability Insurance Claims Report, issued December 21, 1977

Administrative Letter 1978-1, Use of Standard Automobile Insurance Forms Adopted by the State Corporation Commission, issued February 16, 1978, § 38.2-2220 (formerly § 38.1-384)

Administrative Letter 1978-2, 1978 Acts of the General Assembly of Virginia, issued May 31, 1978

Administrative Letter 1978-3, Notification Forms Regarding Refusal to Renew and Cancellation of Automobile, Fire and Homeowners Insurance Policies Pursuant to Section 38.1-381.5 and Section 38.1-371.2 of the Code of Virginia, issued May 25, 1978, §§ 38.2-2212 (formerly § 38.1-381.5) and 38.2-2114 (formerly § 38.1-371.2)

Administrative Letter 1978-4, Implementation of Section 38.1-52.11 of the Unfair Trade Practices Act Relating to Adverse Underwriting Decisions, issued May 31, 1978, §§ 38.2-500 et seq. (formerly §§ 38.1-49 et seq.) and § 38.2-512 (formerly § 38.1-52.11)

Administrative Letter 1978-5, (1) Amendment of Sections 38.1-348.7 and 38.1-348.8 of the Code of Virginia Relating to Coverages for Mental, Emotional or Nervous Disorders, Alcohol and Drug Dependence; (2) Enactment of Section

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38.1-348.9 of the Code of Virginia Relating to Optional Obstetrical Services Coverages in Group Insurance Plans and Policies; and (3) Enactment of Section 38.1-348.10 of the Code of Virginia to Prohibit Exclusion or Reduction of Benefits Under a Group Accident and Sickness Insurance Policy on a Group Prepaid Service Plan Issued Pursuant to Title 32.1 of the Code of Virginia on the Basis of Such Benefits Being Also Payable Under an Individual Policy or Contract, issued June 15, 1978, §§ 38.2-3412 (formerly § 38.1-348.7), 38.2-3413 (formerly § 38.1-348.8), 38.2-3414 (formerly § 38.1-348.9) and 38.2-3415 (formerly § 38.1-348.10)

Administrative Letter 1978-6, Motor Vehicle Safety Responsibility Act Financial Responsibility Requirements, issued June 8, 1978, §§ 38.2-2206 (formerly § 38.1-381 (b) and 46.2-100 (formerly § 46.1-1 (8)))

Administrative Letter 1978-7, Policy Form Filings (for Maintenance of Mutual Assessment Fire Insurance Company Policy Form Filings), issued June 8, 1978

Administrative Letter 1978-8, The Use and Filing of Policy Forms (for Title Insurance Policies and Interim Binders), issued July 31, 1978, § 38.2-1003 (formerly § 38.1-76)

Administrative Letter 1978-9, Supplementary Guideline Number One Regarding Implementation of Section 38.1-52 (11) of the Unfair Trade Practices Act Relating to Adverse Underwriting Decisions, issued August 14, 1978, § 38.2-512 (formerly § 38.1-52 (11))

Administrative Letter 1978-10, Notice of Refusal to Renew, issued September 12, 1978, § 38.2-2212 (formerly § 38.1-381.5)

Administrative Letter 1978-11, Supplementary Guideline Number One Regarding Implementation of Section 38.1-52 (11) of the Unfair Trade Practices Act Relating to Adverse Underwriting Decisions, issued October 5, 1978, § 38.2-512 (formerly § 38.1-52 (11))

Administrative Letter 1978-12, ISO Copyright on Standard Forms, issued October 11, 1978

Administrative Letter 1978-13, Street Address of Branch Offices, issued October 25, 1978

Administrative Letter 1978-14, Special Call for Workmen's Compensation Insurance Experience Data, issued October 27, 1978, §§ 38.2-1300 et seq. (formerly §§ 38.1-159 et seq.)

Administrative Letter 1978-15, Surety Bond Guarantee Program - Small Business Administration (SBA), issued December 1, 1978

Administrative Letter 1978-16, Motor Vehicle Safety Responsibility Act Financial Responsibility Requirements, issued November 29, 1978

Administrative Letter 1979-1, The NAIC Program to Implement the President's Anti-Inflation Program, issued January 4, 1979

Administrative Letter 1979-2, The NAIC Program to Implement the President's Anti-Inflation Program, issued January 4, 1979

Administrative Letter 1979-3, The NAIC Program to Implement the President's Anti-Inflation Program, issued January 4, 1979

Administrative Letter 1979-5, The NAIC Program to Implement the President's Anti-Inflation Program, issued January 19, 1979

Administrative Letter 1979-7, Protection Against Uninsured Motorists Insurance, issued March 12, 1979

Administrative Letter 1979-8, Temporary Licenses for Life Agents, issued April 4, 1979, §§ 38.2-1830 (formerly § 38.1-310.4)

Administrative Letter 1979-9, Charges for Motor Vehicle Accident and Conviction Reports, issued March 19, 1979, §§ 38.2-310 (formerly § 38.1-337) and 38.2-1904 (formerly § 38.1-279.33)

Administrative Letter 1979-10, Amendment to Administrative Letter 1979-7, issued March 27, 1979

Administrative Letter 1979-11, Amendments to Administrative Letters 1979-7 and 1979-10, issued March 30, 1979

Administrative Letter 1979-12, 1979 Acts of the General Assembly of Virginia, issued April 13, 1979

Administrative Letter 1979-13, Qualification and Licensing of Agents, issued May 3, 1979, §§ 38.2-1800 et seq. (formerly §§ 38.1-327 et seq.)

Administrative Letter 1979-14, 1979 Legislation Pertaining to Life Insurance and Accident/Sickness Insurance, issued May 10, 1979, §§ 38.2-508.3 (formerly § 38.1-52 (7) (c)), 38.2-3407 (formerly § 38.1-347.2), 38.2-3408 (formerly § 38.1-347.1), 38.2-3412 (formerly § 38.1-348-7) and 38.2-3541 (formerly § 38.1-348-11)

Administrative Letter 1979-15, 1979 Legislation Pertaining to Fire Insurance, Homeowners Insurance and Motor Vehicle Insurance, issued May 18, 1979, §§ 38.2-2105 (formerly § 38.1-366), 38.2-2206 (formerly § 38.1-381), 38.2-2214 (formerly § 38.1-381.7), 8.01-66, 8.01-66.1 and 46.2-372 (formerly § 46.1-400)

Administrative Letter 1979-16, Revisions in the NAIC Program to Implement the President's Anti-Inflation Program, issued May 18, 1979

Administrative Letter 1979-17, Single Interest Coverage, issued June 4, 1979

Administrative Letter 1979-18, Commercial Multiple Peril Licensing and Filing Requirements, issued August 13, 1979

Administrative Letter 1979-19, Commercial Multiple Peril Licensing and Filing Requirements, issued August 14, 1979

Administrative Letter 1979-20, Adoption of Actuarial Guidelines by the Bureau of Insurance (for All Foreign Life Insurance Companies Licensed in Virginia), issued August 14, 1979, §§ 38.2-3130 through 38.2-3142 (formerly § 38.1-456(6))

Administrative Letter 1979-21, Adoption of Actuarial Guidelines for Domestic Life Insurance Companies by the

Bureau of Insurance (for All Domestic Life Insurance Companies Licensed in Virginia), issued August 14, 1979, §§ 38.2-3130 through 38.2-3142 (formerly § 38.1-456(6))

Administrative Letter 1979-22, The Arson Reporting-Immunity Act, issued August 30, 1979

Administrative Letter 1979-23, Readability of All Insurance (property and casualty) Policies in Virginia, issued September 27, 1979

Administrative Letter 1979-24, Readability of All Insurance (life and health) Policies in Virginia, issued September 27, 1979

Administrative Letter 1979-25, Single Interest, issued October 2, 1979

Administrative Letter 1980-1, Adoption of 14 VAC 5-320-10 et seq. (formerly Insurance Regulation No. 15): "Rules Governing Reserve Standards for Accident and Sickness Insurance Policies," issued January 18, 1980, 14 VAC 5-320-10 et seq. (formerly Insurance Regulation No. 15)

Administrative Letter 1980-2, Homeowners Insurance (Offer As An Option a Provision Insuring Against Loss Caused or Resulting From Water Which Backs Up Through Sewers or Drains), issued March 31, 1980, § 38.2-2120 (formerly § 38.1-335.2)

Administrative Letter 1980-5, 1980 Legislation by the General Assembly of Virginia, issued May 9, 1980

Administrative Letter 1980-6, Homeowners Insurance (Filing Rate Adjustments for Having Smoke Detectors), issued May 13, 1980

Administrative Letter 1980-9, Certification of Insurance, issued July 7, 1980, §§ 38.2-513.2 (formerly § 38.1-52 (10a)) and 38.2-2105 (formerly § 38.1-366)

Administrative Letter 1980-10, 1980 Revisions in the NAIC Program to Implement the President's Anti-Inflation Program (COWPS), issued July 30, 1980

Administrative Letter 1980-11, Modification of Agents' Examination Schedule, issued August 29, 1980

Administrative Letter 1980-12, Assignment of Points - Safe Driver Insurance Plan, issued November 10, 1980, §§ 38.2-1904 (formerly § 38.1-279.33) and 38.2-2212 (formerly § 38.1-381.5)

Administrative Letter 1980-13, Deductibles and Coinsurance Options Required - Accident and Sickness Insurance and Prepaid Hospital, Medical, Surgical, Dental or Optometric Service Plans (Virginia Senate Bill 184-1980), issued November 17, 1980, § 38.2-3417 (formerly § 38.1-348.12)

Administrative Letter 1981-1, Termination of the President's Anti-Inflation Program (COWPS), issued March 10, 1981

Administrative Letter 1981-2, Deductible and Coinsurance Options, issued March 23, 1981, Repeals § 38.1-348.12 and Enacts § 38.2-3417 (formerly § 38.1-348.12:1)

Administrative Letter 1981-3, 1981 Legislation by the General Assembly of Virginia (Pertaining to All Insurance Companies,

Fraternal Benefit Societies and Prepaid Health Care Plans Licensed in Virginia), issued May 1, 1981

Administrative Letter 1981-4, Virginia Insurance Information and Privacy Protection Act, issued May 13, 1981, §§ 38.2-600 (formerly § 38.1-52.14), 38.2-601 through 38.2-613 (formerly §§ 38.1-57.4 through 38.1-57.16), 38.2-617 (formerly § 38.1-57.24) and 38.2-618 (formerly § 38.1-57.25)

Administrative Letter 1981-5, 1981 Legislation - Effective July 1, 1981 (House Bill 1024/Pertaining to the Regulation of Insurance Premium Finance Companies) issued June 5, 1981, §§ 38.2-4700 et seq. (formerly §§ 38.1-735 through 38.1-745)

Administrative Letter 1981-6, 1981 Legislation - Effective July 1, 1981 (Reimbursement to Members for Expense Incurred for Emergency Road Service or Towing Service), issued June 5, 1981, § 13.1-400.1

Administrative Letter 1981-9, Mortgage Guaranty Insurance Policies, issued August 19, 1981

Administrative Letter 1981-10, Risk Sharing Arrangements (replacement for Administrative Letter 1980-7), issued August 13, 1981, § 38.2-1314 (formerly § 38.1-173)

Administrative Letter 1981-11, Filing Affidavits in Compliance with Surplus Lines Insurance Law, issued August 18, 1981, § 38.2-4806 (formerly § 38.1-327.52)

Administrative Letter 1981-12, Mortgage Guaranty Insurance on Variable Rate Mortgages (clarification of Administrative Letter 1981-9), issued September 11, 1981

Administrative Letter 1981-13, Cancellation of Motor Vehicle Liability Policy for Non-Payment at the Request of Premium Finance Company, issued October 30, 1981, § 38.2-2212 (formerly § 38.1-381.5)

Administrative Letter 1981-14, Mortgage Guaranty Insurance on Variable Rate Mortgages Allowing Negative Amortization, issued September 30, 1981

Administrative Letter 1981-15, Adverse Underwriting Decision Notice, issued October 15, 1981, §§ 38.2-608 (formerly § 38.1-57.11), 38.2-610 (formerly § 38.1-57.13), 38.2-2114 (formerly § 38.1-371.2) and 38.2-2212 (formerly § 38.1-381.5)

Administrative Letter 1981-16, Adverse Underwriting Decision Notice (additional instructions to Administrative Letter 1981-15), issued October 22, 1981, §§ 38.2-608 (formerly § 38.1-57.11), 38.2-610 (formerly § 38.1-57.13), 38.2-2114 (formerly § 38.1-371.2) and 38.2-2212 (formerly § 38.1-381.5)

Administrative Letter 1981-19, Notice to Be Provided to the Insured Pursuant to Section 38.1-327.52 of the Code of Virginia, issued November 30, 1981, § 38.2-4806 (formerly § 38.1-327.52)

Administrative Letter 1981-20, Adoption Date for the Revised "License Request" Form PIN050-A and Definition of the Conditions Under Which an "Interim Appointment" Form May be Utilized, issued December 16, 1981, § 38.2-1826 (formerly § 38.1-327.37)

Administrative Letter 1982-1, Notice to be Provided to the Insured Pursuant to Section 38.1-327.52 of the Code of

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Virginia, issued January 7, 1982, § 38.2-1826 (formerly § 38.1-327.52)

Administrative Letter 1982-2, Credit Life and Health Insurance, issued January 19, 1982, § 38.2-3729 (formerly § 38.1-482.8)

Administrative Letter 1982-3, 14 VAC 5-340-10 et seq. (formerly Insurance Regulation No. 17) and the Commissioner's Order Entered May 19, 1981 in Case No. INS800067 - Minimum Standards for Coverage Content of Fire and Homeowner Insurance Policies, issued February 19, 1982, 14 VAC 5-340-10 et seq. (formerly Insurance Regulation No. 17)

Administrative Letter 1982-4, Cancellation of Motor Vehicle Liability Insurance Policies by Insurers for Nonpayment of Premium Installments; or at the Request of Premium Finance Companies Because of Nonpayment of Premium Loan Installments, issued April 28, 1982, § 38.2-2212 (formerly § 38.1-381.5)

Administrative Letter 1982-5, 1982 Legislation by the General Assembly of Virginia, issued April 30, 1982

Administrative Letter 1982-7, Competitive Pricing Rating Law Chapter 201 (S117), 1982 Acts of Assembly Rate-Making and Rate-Filing Obligations, issued May 28, 1982, §§ 38.2-1904 (formerly § 38.1-279.33) and 38.2-1908 (formerly § 38.1-279.36)

Administrative Letter 1982-9, Uninsured Motorists Rule and Rate Revisions - Revision to Forms VA CP-19 and VA CP-20, issued May 28, 1982

Administrative Letter 1982-10, Motor Vehicle Service Contracts, issued May 20, 1982, §§ 38.2-124 and 38.2-125 (formerly § 38.1-21)

Administrative Letter 1982-13, Competitive Pricing Rating Law Chapter 226 (H213), 1982 Acts of Assembly Rate Standards - Motor Vehicle Insurance, issued May 28, 1982, § 38.2-1904 (formerly § 38.1-279.33)

Administrative Letter 1982-14, Collection of Unearned Commissions, issued November 5, 1982

Administrative Letter 1982-15, Administrative Order 7582, Entered August 6, 1982 - Uninsured Motorists Premium Modification Rule, issued November 15, 1982

Administrative Letter 1982-16, Vehicle Service Contract Reimbursement Policies - Contractual Liability Insurance, issued December 21, 1982

Administrative Letter 1982-17, Compilation of Experience Sections 38.1-261 and 38.1-279.46, issued December 21, 1982, §§ 38.2-2012 (formerly § 38.1-261) and 38.2-1919 (formerly § 38.1-279.46)

Administrative Letter 1983-1, 14 VAC 5-110-10 et seq. (formerly Insurance Regulation No. 18), 14 VAC 5-140-10 et seq. (formerly Insurance Regulation No. 19), (formerly Insurance Regulation No. 20, repealed), 14 VAC 5-120-10 et seq. (formerly Insurance Regulation No. 21), and 14 VAC 5-130-10 et seq. (formerly Insurance Regulation No. 22), issued March 31, 1983, 14 VAC 5-110-10 et seq. (formerly Insurance

Regulation No. 18), 14 VAC 5-140-10 et seq. (formerly Insurance Regulation No. 19), 14 VAC 5-120-10 et seq. (formerly Insurance Regulation No. 21) and 14 VAC 5-130-10 et seq. (formerly Insurance Regulation No. 22)

Administrative Letter 1983-2, Bracketed by Duration Credit Accident and Sickness Rates, issued March 31, 1983, § 38.2-3725 (formerly § 38.1-482.7:1 D)

Administrative Letter 1983-3, 1983 Legislation by the General Assembly of Virginia, issued April 8, 1983

Administrative Letter 1983-6, Adoption of New Mortality Tables Under 1982 Amendments to the Standard Nonforfeiture Law: Sections 38.1-456, 38.1-461, 38.1-462 and 38.1-464 through 38.1-467 of the Code of Virginia, as amended, issued July 28, 1983, §§ 38.2-3130 through 38.2-3142 (formerly § 38.1-456), 38.2-3200 et seq. (formerly §§ 38.1-461, 38.1-462, and 38.1-464 through 38.1-467) of the Code of Virginia, as amended

Administrative Letter 1983-7, Property and Casualty Rule, Rate and Form Filings: Life, Accident and Sickness and All Other Filings Required by Section 38.1-342.1 of the Code of Virginia, issued October 19, 1983, § 38.2-316 (formerly § 38.1-342.1)

Administrative Letter 1983-8, Administrative Order No. 8255, issued October 19, 1983, § 38.2-317 (formerly § 38.1-279.48:1)

Administrative Letter 1983-9, Experience/Schedule Rating Plans - Application of Credits and Debits: Schedule Rating Plans - Expense Modification Application, issued November 4, 1983

Administrative Letter 1983-10, Company/Rate Service Organization Filing Effective Date Rules, issued November 4, 1983

Administrative Letter 1983-12, Manual Rules Which Waive Premium Refunds or Changes, issued December 7, 1983

Administrative Letter 1983-13, Surplus Lines Brokers - Gross Premium Tax Report Calendar Year - 1983, issued December 30, 1983

Administrative Letter 1984-1, 1984 Legislation by the General Assembly of Virginia, issued April 27, 1984

Administrative Letter 1984-2, Administrative Letter 1983-10 - Company/Rate Service Organization Filing Effective Date Rules, issued April 30, 1984

Administrative Letter 1984-3, Form Approval Requirements as Provided by Section 38.1-342.1 of the Code of Virginia, issued June 18, 1984, § 38.2-316 (formerly § 38.1-342.1)

Administrative Letter 1984-5, Virginia Insurance Rating Laws (for all companies licensed to write property and casualty insurance in Virginia), issued June 25, 1984, § 38.2-1831 (formerly § 38.1-327.43)

Administrative Letter 1984-6, Hospital Billing Procedures Commencing October 1, 1984, issued September 18, 1984

Administrative Letter 1985-1, Surplus Lines Brokers Gross - Premium Tax Report Calendar Year - 1984, issued January 18, 1985, § 38.2-4807 (formerly § 38.1-327.53)

Administrative Letter 1985-2, Safe Driver Insurance Plans Section 38.1-279.33(c) of the Code of Virginia, issued January 31, 1985, § 38.2-1904 (formerly § 38.1-279.33 (c))

Administrative Letter 1985-3, Application for License as Surplus Lines Broker, issued February 4, 1985

Administrative Letter 1985-4, Misstatement of Age or Sex Adjustments in Universal Life Insurance Policies, issued February 21, 1985

Administrative Letter 1985-5, Liability Policies - Defense Costs/Claims Expenses Included in the Limit of Liability - Liability Policies - Deductible Applying to Defense Cost/Claims Expense, issued February 25, 1985

Administrative Letter 1985-6, Copayment Requirements, issued March 1, 1985, § 38.2-4300 (formerly § 38.1-863)

Administrative Letter 1985-7, Revised Procedures for Reviewing Public Record Information - Rates and Forms Sections, issued March 1, 1985

Administrative Letter 1985-8, Revised Instructions for Filing the "Declaration of Estimated License Tax and Estimated Assessment," issued March 1, 1985, §§ 38.2-407 (formerly § 38.1-48.2), 58.1-2501 and 58.1-2520

Administrative Letter 1985-9, Legislation Enacted by the 1985 Session of the General Assembly of Virginia, issued April 23, 1985

Administrative Letter 1985-10, Pollution Liability Exclusion Endorsement, issued May 23, 1985

Administrative Letter 1985-11, "Refer to Company" Designations, issued May 30, 1985, § 38.2-1906 (formerly § 38.1-279.34)

Administrative Letter 1985-12, Improper Rules/Rating Plans Which Exempt the Filing of Rates - Facultative Reinsurance Costs-Automobile Liability and General Liability, issued May 30, 1985, § 38.2-1906 (formerly § 38.1-279.34)

Administrative Letter 1985-14, Alteration of Administrative Letter 1985-10 on Pollution Liability Exclusion Endorsement, issued July 8, 1985

Administrative Letter 1985-15, New Regulatory Requirements, issued July 22, 1985, §§ 38.2-4902 (formerly § 38.1-957) and 38.2-4905 (formerly § 38.1-960)

Administrative Letter 1985-16, Administrative Order Number 8926 - Revised Uninsured Motorists Rates, issued August 12, 1985

Administrative Letter 1985-17, Appraisal Conditions, issued October 10, 1985

Administrative Letter 1985-19, Changes in the Licensing Procedure of Agents in Accordance with House Bill 1715, issued December 19, 1985, § 38.2-218 (formerly § 38.1-40)

Administrative Letter 1986-1, New Monthly Report Form for Surplus Lines Brokers, issued January 10, 1986

Administrative Letter 1986-2, Surplus Lines Brokers - Gross Premiums Tax Report - Calendar Year 1985, issued January 10, 1986, § 38.2-4807 (formerly § 38.1-327.53)

Administrative Letter 1986-3, Application for License as Surplus Lines Broker, issued January 22, 1986, § 38.2-1800 (formerly § 38.1-327.1)

Administrative Letter 1986-4, Virginia Market Assistance Plan, issued January 31, 1986

Administrative Letter 1986-5, Prohibition Against Insuring Lives or Persons of Residents of States in Which Insurer Is Not Licensed, issued April 30, 1986, § 38.2-3102 (formerly § 38.1-433)

Administrative Letter 1986-6, Legislation Enacted by the 1986 Session of the General Assembly of Virginia, issued May 11, 1986

Administrative Letter 1986-7, Cancellation of Vanpool Vehicles, issued May 19, 1986, § 38.2-2217.1 (formerly § 38.1-381.11)

Administrative Letter 1986-8, Appraisal Conditions, issued May 19, 1986

Administrative Letter 1986-9, Surplus Lines Insurance Law Effective July 1, 1986, issued May 27, 1986

Administrative Letter 1986-10, Cancellation of Commercial Liability Other Than Automobile Insurance Policies, issued June 4, 1986, § 38.2-231 (formerly § 38.1-43.01)

Administrative Letter 1986-11, Health Agent Study Course and Examination, issued June 4, 1986, §§ 38.2-1815 and 38.2-1816

Administrative Letter 1986-12, Guidelines for Approval of Copayment Requirements, issued June 20, 1986, §§ 38.2-4300 and 38.2-4302

Administrative Letter 1986-13, Requirements for Coverage for Mental Illness and Substance Abuse, issued June 26, 1986, §§ 38.2-3412, 38.2-3413 and 38.2-4300

Administrative Letter 1986-14, Senate Bill 250, Recodification of the Insurance Code - Title 38.2, issued July 1, 1986

Administrative Letter 1986-15, Health Agent Study Course - Administrative Letter 1986-11, issued June 30, 1986

Administrative Letter 1986-16, Administrative Order No. 9177 - Mobile Home Owners Policy - MH(C), Virginia Amendatory Endorsement - MH(C)-1, issued July 1, 1986

Administrative Letter 1986-18, Notice of Termination of Commercial Liability Other Than Automobile Insurance Policies, issued July 1, 1986, §§ 38.2-117 (formerly § 38.1-15) and 38.2-118 (formerly § 38.1-16)

Administrative Letter 1986-19 Prohibition Against the Payment or Receipt of Title Insurance Kickbacks, Rebates, Commissions and Other Payments, issued October 10, 1986, § 38.2-4614

Administrative Letter 1986-20, New Regulatory Requirements, revised November 10, 1986, § 38.2-4904.1

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Administrative Letter 1986-21, Variable Contracts Examination, issued October 23, 1986, § 38.2-1817

Administrative Letter 1986-22, 1980 Smoker/Nonsmoker Mortality Tables for Use in Determining Minimum Reserve Liabilities and Nonforfeiture Benefits, issued December 18, 1986, §§ 38.2-3130.1 and 38.2-316

Administrative Letter 1986-23, Title Insurance Agents Examination, issued December 29, 1986, § 38.2-1814.1

Administrative Letter 1987-1, Gross Premiums Tax Report - Calendar Year 1986 Application for License, issued January 15, 1987

Administrative Letter 1987-2, § 55-210.4:01 of the Code of Virginia - Unclaimed Property - Change of Beneficiary Forms, issued March 3, 1987, § 55-210.4:01

Administrative Letter 1987-3, Chapter 12 of Title 37.1 of the Code of Virginia - Disclosure of Patient Information to Third Party Payors by Professionals, issued March 9, 1987, §§ 37.1-225 et seq. and 38.2-600 et seq.

Administrative Letter 1987-4, Appointment of the Clerk of the Commission as Agent for Service of Process, issued March 13, 1987, § 38.2-1216

Administrative Letter 1987-5, 14 VAC 5-350-10 et seq. (formerly Insurance Regulation No. 25) - Rules Governing Surplus Lines Insurance, issued March 26, 1987, 14 VAC 5-350-10 et seq. (formerly Insurance Regulation No. 25)

Administrative Letter 1987-6, Dissolution of the Virginia Market Assistance Plan, issued April 16, 1987

Administrative Letter 1987-7, Legislation Enacted by the 1987 Session of the General Assembly of Virginia, issued April 30, 1987

Administrative Letter 1987-9, Report of Acts Deemed Larceny, issued May 22, 1987, §§ 38.2-1810 and 18.2-111

Administrative Letter 1987-10, Revised Law and Procedures for Licensing and Appointment of Insurance Agents, issued June 1, 1987, §§ 38.2-126, 38.2-1800, 38.2-2503 and 38.2-3902

Administrative Letter 1987-11, Implementation of House Bill 1235, issued June 15, 1987, §§ 38.2-1904, 38.2-1912, 38.2-2003, 38.2-2005 and 38.2-2006

Administrative Letter 1987-12, Revision to Title Insurance Financial Responsibility Requirement, issued September 10, 1987, §§ 38.2-1814.1 and 38.2-1833

Administrative Letter 1987-13, Request for Assistance in Updating Agent Address Records, issued September 16, 1987, § 38.2-1826

Administrative Letter 1987-14, Implementation of Section 38.2-231 of the Code of Virginia, issued October 6, 1987, §§ 38.2-231, 38.2-311 and 38.2-1912

Administrative Letter 1987-15, 14 VAC 5-210-10 et seq. (formerly Insurance Regulation No. 28), issued October 7, 1987, § 38.2-4311 and 14 VAC 5-210-10 et seq. (formerly Insurance Regulation No. 28)

Administrative Letter 1987-16, Revised Form for the Appointment of Insurance Agents, issued November 24, 1987, § 38.2-1826

Administrative Letter 1988-1, Gross Premiums Tax Report - Calendar Year 1987 Application for License, issued January 15, 1988, §§ 38.2-400 and 38.2-403

Administrative Letter 1988-2, Report of Certain Liability Claims as Required by Virginia Code Section 38.2-2228.1, issued January 26, 1988, §§ 38.2-117, 38.2-118 and 38.2-2228.1

Administrative Letter 1988-3, Supplemental Report for Certain Lines and Subclassifications of Liability Insurance as Required by Virginia Code Section 38.2-1905.2, issued January 26, 1988, §§ 38.2-117, 38.2-118, 38.2-1905.1 and 38.2-1905.2

Administrative Letter 1988-4, Withdrawal of Administrative Letter 1983-5 dated June 1, 1983 and Amendments to Administrative Letter 1983-5 dated August 22, 1983, issued March 15, 1988

Administrative Letter 1988-5, Title Insurance Agent Examination, issued April 5, 1988, § 38.2-1814.1

Administrative Letter 1988-6, Legislation Enacted by the 1988 Session of the General Assembly of Virginia, issued May 25, 1988

Administrative Letter 1988-7, Virginia Birth-Related Neurological Injury Compensation Program, issued May 10, 1988, § 38.2-5002

Administrative Letter 1988-8, Report of Certain Liability Claims Required by Virginia Code Section 38.2-2228.1, issued May 25, 1988, §§ 38.2-2228.1 and 38.2-2500

Administrative Letter 1988-9, Implementation of 14 VAC 5-210-10 et seq. (formerly Insurance Regulation No. 28) - Reporting Dates, issued June 1, 1988, 14 VAC 5-210-10 et seq. (formerly Insurance Regulation No. 28)

Administrative Letter 1988-10, House Bill 176 Requiring Notice to Accompany Policies, issued June 2, 1988, §§ 38.2-300 and 38.2-305

Administrative Letter 1988-11, Administrative Letter 1988-10 (rescinds the application of Administrative Letter 1988-10), issued June 30, 1988, § 38.2-305

Administrative Letter 1988-12, Withdrawal of Administrative Letter 1987-8, issued August 9, 1988, §§ 38.2-136 and 38.2-513

Administrative Letter 1988-13, Copayments for Inpatient Mental and Nervous Disorders, issued August 4, 1988

Administrative Letter 1988-14, Adoption of New Mortality Tables Pursuant to the 1982 Amendments to the Standard Nonforfeiture Law - Section 38.2-3209 K of the Code of Virginia, as amended, issued August 5, 1988, § 38.2-3209 K

Administrative Letter 1988-16, Modifications of Agent Licensing and Appointment Procedures, issued October 14, 1988, §§ 38.2-1812, 38.2-1825 A and 38.2-1836

Administrative Letter 1988-17, Delayed Effect of Rate Filings and Certain Form Filing Requirements, issued November 3, 1988, §§ 38.2-1903 and 38.2-1912

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Administrative Letter 1989-7, Legislation Enacted by the 1989 Session of the General Assembly of Virginia, issued June 23, 1989

Administrative Letter 1989-9, Approval of Living Benefit Provisions Attached to or Included in Life Insurance Policies, issued May 25, 1989, §§ 38.2-102 and 38.2-3503

Administrative Letter 1989-10, Rate Filings Subject to the Provisions of Virginia Code Sections 38.2-1906 or 38.2-2003, issued June 5, 1989, §§ 38.2-1906, 38.2-1912, 38.2-2003 and 38.2-2005

Administrative Letter 1989-11, Reporting of Medical Malpractice Claims Pursuant to Virginia Code Section 38.2-2228, issued November 8, 1989, § 38.2-2228

Administrative Letter 1989-12, Long-Term Care Insurance Consumer's Guide, issued October 27, 1989, § 38.2-5207

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Administrative Letter 1989-14, Accelerated Approval Procedure for Medicare Supplement Forms and Rates Filings, issued December 21, 1989

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Administrative Letter 1990-6, Workers' Compensation and Employers' Liability Insurance Rate Deviations, issued May 4, 1990, § 38.2-2009

Administrative Letter 1990-7, Legislation Enacted by the 1990 Session of the General Assembly of Virginia, issued June 15, 1990

Administrative Letter 1990-9, Point Assignment Under a Safe Driver Insurance Plan, issued July 13, 1990, § 38.2-1905

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Administrative Letter 1990-11, Deductibles Reducing Policy Limits, issued July 17, 1990, § 38.2-317

Administrative Letter 1990-12, Senate Bill 131 - Coverage for Child Health Supervision Services, issued September 11, 1990, § 38.2-3411.1

Administrative Letter 1990-13, Annual Statement Filing by Certain Insurers in Machine-Readable Format: Diskettes Required, issued October 12, 1990, § 38.2-1300

Administrative Letter 1990-14, Clarification of Virginia Insurance Code Section 38.2-4904 - Annual Disclosure Statements, issued August 17, 1990, § 38.2-4904

Administrative Letter 1990-15, Allocation of Group Premiums for Multijurisdictional Health Maintenance Organizations, issued October 1, 1990, § 38.2-400

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Administrative Letter 1990-21, Revisions to VA CP-12 (12/90), VA CP-19 (12/90), VA CP-20 (12/90) (and Revisions to Filing Procedures of These Forms), issued December 19, 1990

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Administrative Letter 1991-5, Effective Date of New Section 38.2-508.1 of the Code of Virginia, issued April 19, 1991, § 38.2-508.1

Administrative Letter 1991-6, Workers' Compensation Insurance Rate Filings, issued April 16, 1991

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Administrative Letter 1991-8, "Rules Governing Minimum Standards for Medicare Supplement Policies" - 14 VAC 5-170-10 et seq. (formerly Insurance Regulation No. 35), Effective December 1, 1990, issued June 10, 1991, 14 VAC 5-170-10 et seq. (formerly Insurance Regulation No. 35)

Administrative Letter 1991-9, Private Passenger Automobile Medical Expense Coverage Effective July 1, 1991, issued May 29, 1991, §§ 38.2-124 and 38.2-2201

Administrative Letter 1991-10, Virginia Workers' Compensation Profitability, issued June 3, 1991

Administrative Letter 1991-11, Legislation Enacted by the 1991 Session of the General Assembly of Virginia, issued June 17, 1991

Administrative Letter 1991-12, Unfair Trade Practices Concerning Automobile Glass Claims, issued October 31, 1991, § 38.2-510

Administrative Letter 1991-13, Preneed Funeral Contracts Funded by Life Insurance or Annuities, issued November 21, 1991, § 54.1-2820

Administrative Letter 1992-1, Supplemental Report for Certain Lines and Subclassifications of Liability Insurance as Required by Virginia Code Section 38.2-1905.2 Due May 1, 1992, issued January 17, 1992, §§ 38.2-117, 38.2-118, 38.2-218, 38.2-1905.1 and 38.2-1905.2

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Administrative Letter 1992-4, Revisions to VA CP-19 (2/92) and VA CP-20 (2/92) (and Annual Submission of VA CP-12 (12/90)), issued February 7, 1992, §§ 38.2-124 and 38.2-2201

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Administrative Letter 1992-6, Prohibition Against the Payment or Receipt of Title Insurance Kickbacks Rebates, Commissions and other Payments, issued February 19, 1992, §§ 38.2-509 and 38.2-4614

Administrative Letter 1992-8, Required Filings of Insurers That Are Members of an Insurance Holding Company System, issued March 6, 1992, § 38.2-1329

Administrative Letter 1992-9, Credit Accident and Sickness Insurance Rates, issued April 21, 1992, §§ 38.2-1301 and 38.2-3727

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Administrative Letter 1992-13, Mammogram Benefits in Medicare Supplement Policies, issued August 5, 1992, § 38.2-3418.1

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Administrative Letter 1992-16, Analysis of Excess Capital and Surplus Investments, issued August 14, 1992

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Administrative Letter 1992-18, New Chapter 37.1 of Title 38.2, Code of Virginia, issued August 31, 1992, §§ 38.2-3725, 38.2-3726, 38.2-3727 and 38.2-3730

Administrative Letter 1992-20, House Bill 660 - Effective July 1, 1992 - Modified Guaranteed Life Insurance and Modified Guaranteed Annuities, issued October 15, 1992, §§ 38.2-316 and 38.2-3113.1

Administrative Letter 1992-21, Hurricane Andrew, issued October 30, 1992

Administrative Letter 1992-22, Compliance with Virginia Code Section 38.2-4311, issued October 30, 1992, § 38.2-4311

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Administrative Letter 1992-24, Actuarial Opinion Submissions in Company Annual Statements, issued November 10, 1992

Administrative Letter 1992-25, Assignment of Points Under Safe Drive Insurance Plans, issued December 15, 1992, §§ 38.2-602, 38.2-608, 38.2-609, 38.2-610 and 38.2-1905

Administrative Letter 1992-26, Administrative Letter 1992-20 - Modified Guaranteed Life Insurance and Modified Guaranteed Annuities, issued December 11, 1992, §§ 38.2-1443.1 and 38.2-3113.1

Administrative Letter 1993-1, Supplemental Reports for Potentially Noncompetitive Lines and Subclassifications of Commercial Liability Insurance as Required by Virginia Code Section 38.2-1905.2 Not Due Until May 1, 1994; Special Limited Data Call Due July 1, 1993, issued April 9, 1993, § 38.2-1905.2

Administrative Letter 1993-2, Report of Certain Liability Claims as Required by Virginia Code Section 38.2-2228.1 Due September 1, 1993, issued April 9, 1993, §§ 38.2-117, 38.2-118, 38.2-218 and 38.2-2228.1

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Administrative Letter 1993-4, Delayed Effects of Rate Filings for Certain Lines and Subclassifications of Commercial Liability Insurance, issued January 28, 1993, § 38.2-1912

Administrative Letter 1993-6, Installment Payment Plans, issued May 3, 1993

Administrative Letter 1993-7, Changes of Address and Telephone Numbers for the State Corporation Commission's Bureau of Insurance, issued March 25, 1993

Administrative Letter 1993-8, Special Data Call Due July 1, 1993 in Support of a Report to the General Assembly Pursuant to Section 38.2-1905.1 A of the Code of Virginia for Commercial Contractors Liability, Products and Completed Operations Liability, and Municipal Liability Insurance, issued April 27, 1993, §§ 38.2-218, 38.2-1905.1 A and 38.2-1905.2

Administrative Letter 1993-9, Building Ordinance or Law Coverage, issued April 19, 1993, § 38.2-2124

Administrative Letter 1993-10, Use of Final Rates Filed by Rate Service Organizations for Property and Casualty Lines of Insurance Other Than Workers' Compensation, issued April 29, 1993, § 38.2-1908

Administrative Letter 1993-11, Credit Involuntary Unemployment Insurance, issued May 27, 1993, §§ 38.2-122 and 38.2-233

Administrative Letter 1993-12, Long-Term Care Insurance Reporting Requirements, issued May 3, 1993

Administrative Letter 1993-13, Legislation Enacted by the 1993 Session of the Virginia General Assembly, issued June 3, 1993

Administrative Letter 1993-15, Distribution of Information on Insureds in the Workers' Compensation Insurance Plan, issued October 4, 1993, § 65.2-823

Administrative Letter 1993-16, Business Transacted with Producer-Controlled Property and Casualty Insurer Act, issued August 4, 1993, §§ 38.2-110 through 38.2-134, 38.2-1024, 38.2-1100 et seq., 38.2-1301.1, 38.2-1341 et seq., 38.2-1342, 38.2-1344, 38.2-1800 et seq., 38.2-2015 and 38.2-2700 et seq.

Administrative Letter 1993-18, Adoption of Loss Costs Filed by the National Council on Compensation Insurance, issued October 1, 1993, § 38.2-1912

Administrative Letter 1993-19, 14 VAC 5-320-10 et seq. (formerly Insurance Regulation No. 15) (Revised) - Rules Establishing Minimum Reserve Standards for Individual and Group Accident and Sickness Insurance Contracts, issued November 5, 1993, 14 VAC 5-320-10 et seq. (formerly Insurance Regulation No. 15)

Administrative Letter 1994-1, Supplemental Reports for Potentially Noncompetitive Lines and Subclassifications of Commercial Liability Insurance as Required by Virginia Code Section 38.2-1905.2 Due May 1, 1994, issued January, 1994, §§ 38.2-117, 38.2-118, 38.2-119, 38.2-1905.1 and 38.2-1905.2

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Administrative Letter 1994-4, 14 VAC 5-190-10 et seq. (formerly Insurance Regulation No. 38): Rules Governing the Reporting of Cost and Utilization Data Relating to Mandated Benefits and Mandated Providers, issued January 20, 1994, §§ 38.2-218, 38.2-3408, 38.2-3418.1, 38.2-3419.1 and 14 VAC 5-190-10 et seq. (formerly Insurance Regulation No. 38)

Administrative Letter 1994-5, Legislation Enacted by the 1994 Virginia General Assembly, issued July 5, 1994

Administrative Letter 1994-6, Revisions to VA CP-12 (6/94), VA CP-19 (6/94) and VA CP-20 (6/94), issued June 2, 1994

Administrative Letter 1994-7, Mandatory Offer of Rental Reimbursement Coverage, issued July 5, 1994, §§ 38.2-2212 and 38.2-2230

Administrative Letter 1994-8, Freedom of Choice Requirements - Pharmacies and Ancillary Service Providers, issued October 17, 1994, §§ 38.2-316, 38.2-3407.7, 38.2-3407.8, 38.2-4209.1, 38.2-4209.2, 38.2-4312.1, and 38.2-4312.2

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Administrative Letter 1994-10, Delayed Effect of Rate Filings for Certain Lines and Subclassifications of Commercial Liability Insurance, issued December 1, 1994, § 38.2-1912

Administrative Letter 1995-1, Supplemental Reports for Potentially Noncompetitive Lines and Subclassifications of Commercial Liability Insurance as Required by Virginia Code Section 38.2-1905.2 Not Due Until May 1, 1996, issued April 14, 1995, § 38.2-1905.2

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Administrative Letter 1995-4, Rescission of Administrative Letter 1989-8, issued March 9, 1995, §§ 38.2-2218 through 38.2-2225, and 46.2-475

Administrative Letter 1995-5, 14 VAC 5-190-10 et seq. (formerly Insurance Regulation No. 38) - Rules Governing the Reporting of Cost and Utilization Data Relating to Mandated Benefits and Mandated Providers - Coverage for Treatment of Breast Cancer by Dose Intensive Chemotherapy/Autologous Bone Marrow Transplants or Stem Cell Transplant, Section 38.2-3418.1:1 of the Code of Virginia, issued June 20, 1995, §§ 38.2-3418.1:1, 38.2-3419.1 and 14 VAC 5-190-10 et seq. (formerly Insurance Regulation No. 38)

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Administrative Letter 1995-7, Standard and Essential Benefit Plans - Small Employer Market, issued March 24, 1995, § 38.2-3431

Administrative Letter 1995-8, Closing Protection Letters, issued September 4, 1995, §§ 38.2-123, 38.2-135, 38.2-4606 and 38.2-4615

Administrative Letter 1995-9, Registration - Small Employer Market, issued July 12, 1995

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Administrative Letter 1995-11, Synthetic Guaranteed Investment Contracts, issued November 9, 1995

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Administrative Letter 1996-1, Supplemental Reports for Potentially Noncompetitive Lines and Subclassifications of Commercial Liability Insurance as Required by Virginia Code Section 38.2-1905.2 Due May 1, 1996, issued January 25, 1996, §§ 38.2-117, 38.2-118, 38.2-119, 38.2-218, 38.2-1905.1 and 38.2-1905.2

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Administrative Letter 1996-3, 14 VAC 5-190-10 et seq. (formerly Insurance Regulation No. 38) - Rules Governing the Reporting of Cost and Utilization Data Relating to Mandated Benefits and Mandated Providers - 1995 Reporting Period, issued January 26, 1996, §§ 38.2-218, 38.2-3408 through 38.2-3418.1:1, 38.2-3419.1 and 38.2-4221

Administrative Letter 1996-4, Reporting Requirements for Carriers Participating in the Primary Small Employer Market, issued March 11, 1996, § 38.2-3433

Administrative Letter 1996-5, Repeal of Virginia Code Section 38.2-2228 - Certain Medical Malpractice Claims to be Reported to Commissioner, issued May 29, 1996, § 38.2-2228

Administrative Letter 1996-6, Legislation Enacted by the 1996 Virginia General Assembly, issued June 14, 1996

Administrative Letter 1996-7, Change of Zip Code, issued May 13, 1996

Administrative Letter 1996-10, Termination of Policies Covering Churches and Other Places of Worship, issued June 21, 1996

Administrative Letter 1996-11, 14 VAC 5-180-10 et seq. (formerly Insurance Regulation No. 34) - Rules Governing Underwriting Practices and Coverage Limitations and Exclusions for Acquired Immunodeficiency Syndrome (AIDS), issued July 10, 1996, 14 VAC 5-180-10 et seq. (formerly Insurance Regulation No. 34)

Administrative Letter 1996-12, House Bill 1026 - Section 38.2-3514.2 of the Code of Virginia, issued July 10, 1996, §§ 38.2-3514.2, 38.2-4214 and 38.2-4319

Administrative Letter 1996-13, 1996 House Bill 442 - § 38.2-3407.11 of the Code of Virginia, as amended - "Direct Access" to Obstetricians and Gynecologists, issued August 9, 1996, § 38.2-3407.11

Administrative Letter 1996-14, Registration - Small Employer and Primary Small Employer Market, issued September 25, 1996, §§ 38.2-3431 and 38.2-3432

Administrative Letter 1996-15, 14 VAC 5-170-10 et seq. - Rules Governing Minimum Standards for Medicare Supplement Policies (formerly Insurance Regulation No. 35), issued October 2, 1996, § 38.2-316 and 14 VAC 5-170-10 et seq. (formerly Insurance Regulation No. 35)

Administrative Letter 1996-16, 14 VAC 5-190-10 et seq. - Rules Governing the Reporting of Cost and Utilization Data Relating to Mandated Benefits and Mandated Providers: Coverage of Procedures Involving Bones and Joints, issued December 4, 1996, §§ 38.2-3418.2, 38.2-3419.1 and 14 VAC 5-190-10 et seq.

Administrative Letter 1997-1, Insurance Activities Requiring Persons to be Licensed, issued March 10, 1997, §§ 38.2-1812, 38.2-1822, 38.2-1833, 38.2-3733, 38.2-4224, 38.2-4313, 38.2-4415 and 38.2-4519

Administrative Letter 1997-2, Credit Insurance Experience Exhibits - Section 38.2-3730 of the Code of Virginia, issued January 23, 1997, § 38.2-3730

Administrative Letter 1997-3, 14 VAC 5-190-10 et seq. - Rules Governing the Reporting of Cost and Utilization Data Relating to Mandated Benefits and Mandated Providers: 1996 Reporting Period, issued March 3, 1997, §§ 38.2-3408 through 38.2-3418.1:1, 38.2-3419.1, 38.2-4221 and 14 VAC 5-190-10 et seq.

Administrative Letter 1997-5, Senate Bill No. 1104 (the Consumer Real Estate Settlement Protection Act), issued May 28, 1997

Administrative Letter 1997-6, Legislation Enacted by the 1997 Virginia General Assembly, issued June 6, 1997

Administrative Letter 1997-7, Mail Sent to the Bureau of Insurance, issued June 27, 1997

Administrative Letter 1997-8, Order Vacating Delayed Effect Rate Filings for Certain Lines and Subclassifications of Commercial Liability Insurance, issued July 11, 1997, §§ 38.2-1906 and 38.2-1912

Administrative Letter 1997-9, Application and Enrollment Forms, issued September 9, 1997, §§ 38.2-218 and 38.2-316

Administrative Letter 1997-10, Notification of Change in Method of Computation of Premium License Tax Credits for Guaranty Association Assessments, issued September 19, 1997, §§ 38.2-1611.1, 38.2-1709, and 38.2-2806

Administrative Letter 1997-11, 14 VAC 5-190-10 et seq. - Rules Governing the Reporting of Cost and Utilization Data Relating to Mandated Benefits and Mandated Providers Notification of Additional Reporting Requirements for the 1997 Reporting Period, issued October 10, 1997, §§ 38.2-3412.1, 38.2-2414.1, 38.2-3818.1, 38.2-3818.1:2, and 14 VAC 5-190-10 et seq.

Administrative Letter 1997-12, Credit Life Insurance and Credit Accident and Sickness Insurance Premium Rates Effective January 1, 1998, issued November 7, 1997, §§ 38.2-3725, 38.2-3728, 38.2-3729 and 38.2-3730

Administrative Letter 1997-13, Instructions for Applying for Viatical Settlement Provider and Viatical Settlement Broker Licenses, issued November 7, 1997, Chapter 57 (§ 38.2-5700 et seq.) of Title 38.2 of the Code of Virginia and 14 VAC 5-71-10 et seq.

Administrative Letter 1998-1, Guidelines for Conducting Title Insurance Company/Underwriter Audits of Escrow Accounts

Maintained by Title Insurance Settlement Agents, issued January 20, 1998, § 6.1-2.21 and 14 VAC 5-395-50 C

Administrative Letter 1998-2, 14 VAC 5-190-10 et seq. - Rules Governing the Reporting of Cost and Utilization Data Relating to Mandated Benefits and Mandated Providers - 1997 Reporting Period, issued February 27, 1998, §§ 38.2-218, 38.2-3408 through 3418.1:1, 38.2-3419.1, 38.2-4221 and 14 VAC 5-190-10 et seq.

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Administrative Letter 1998-4, Senate Bill 712 of the 1998 General Assembly Session, issued July 15, 1998, §§ 32.1-137.3, 38.2-3407, 38.2-4209, 28.2-4300, 38.2-5800 and 38.2-5801

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Administrative Letter 1998-7, Holding Company Registration - Form B Filings Due July 15, 1998, issued June 30, 1998, §§ 38.2-100, 38.2-1322, 38.2-1323, 38.2-1329 and 38.2-4300 et seq.

Administrative Letter 1998-8, Procedural Changes, Administrative Changes and Clarifications Regarding Agent Licensing and the Bureau's Agents Licensing Section, issued July 15, 1998, §§ 46.2-342, 63.1-263.1, 38.1-1800, 38.2-1812, 38.2-1814, 38.2-1815, 38.2-1820, 38.2-1824, 38.2-1827, 38.2-1831, 38.2-2204 and 38.2-2205

Administrative Letter 1998-9, Amendments to Rules Governing Minimum Standards for Medicare Supplement Policies, issued August 28, 1998, 14 VAC 5-170-10 et seq.

Administrative Letter 1998-10, Revised Guidelines for Conducting Title Insurance Company/Underwriter Analyses of Escrow Accounts Maintained by Title Insurance Settlement Agents (All changes to Administrative Letter 1998-1 are italicized), issued August 25, 1998, § 6.1-2.21 and 14 VAC 5-395-50 C

Administrative Letter 1998-11, Service Area Concerns and Notices of Material Transactions, issued November 10, 1998, §§ 32.1-137.1 et seq., 32-137.2, 32.137.7 et seq., 38.2-218, 38.2-3431, 38.2-4300 et seq. and 38.2-5800 et seq.

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Administrative Letter 1998-13, Procedural and Administrative Changes Regarding Agent Licensing, issued October 1, 1998

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Administrative Letter 1998-15, Compliance With the Health Insurance Portability and Accountability Act of 1996 (HIPAA), issued November 13, 1998

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Administrative Letter 1999-2, Year 2000, issued April 19, 1999

Administrative Letter 1999-3, Legislation Enacted by the 1999 Virginia General Assembly, issued May 12, 1999

Administrative Letter 1999-4, Wind and Hurricane Deductibles, issued May 28, 1999

Administrative Letter 1999-5, Policy Provisions Limiting Liability for Damages, issued June 7, 1999, §§ 38.2-209, 38.2-316, 38.2-4214, 38.2-4319, 38.2-4408 and 38.2-4509

Administrative Letter 1999-6, Bureau of Insurance, Office of the Managed Care Ombudsman, issued June 7, 1999, §§ 32.1-137.6, 32.1-137.15, 38.2-5804 and 38.2-5909

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Administrative Letter 1999-10, 14 VAC 5-190-10 et seq.: Rules Governing the Reporting of Cost and Utilization Data Relating to Mandated Benefits and Mandated Providers. Notification of Additional Reporting Requirements for the 1999 Reporting Period, issued October 4, 1999, §§ 38.2-3408, 38.2-3418.3 through 38.2-3418.5, 38.2-3418.7, 38.2-4221 and 14 VAC 5-190-10 et seq.

Administrative Letter 1999-11, Custodians for Insurers' Securities Portfolio, issued September 30, 1999, §§ 38.2-218 and 38.2-1318

Administrative Letter 1999-12, NAIC Accounting Practices and Procedures Manual, 2001, issued October 19, 1999, §§ 38.2-1300, 38.2-1403 and 38.2-1407

Administrative Letter 1999-13, Sections 38.2-3412.1:01 F (iii) and 38.2-3432.2 A 2 of the Code of Virginia, issued November 4, 1999, §§ 38.2-3412.1:01 F (iii), 38.2-3432.2 A 2 and 38.2-4319

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Administrative Letter 1999-15, Post Year 2000 Reporting Requirements and Performing Data Archives, issued December 2, 1999, §§ 38.2-1301, 38.2-1306 and 38.2-1317

Administrative Letter 2000-1, Credit Insurance Experience Exhibits § 38.2-3730 of the Code of Virginia, issued February 23, 2000, § 38.2-3730

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Administrative Letter 2000-4, Seven Year Rotation of Certified Public Accountants Rules Governing Annual Audited Financial Reports (14 VAC 5-270-10 et seq.), issued April 20, 2000, 14 VAC 5-270-10 et seq.

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Financial Regulation Unit Guidance Documents:

Memorandum to All Health Maintenance Organizations re Reporting Format for Costs Relating to Indemnifications and Nonparticipating Referral Provider Arrangements, October 1992

Letter re Future Year-end Reserve Valuation Submissions to the Virginia Bureau of Insurance, December 1987

Requirements for Foreign and Alien Insurance Companies Seeking Admission to Do Business in Virginia, revised, September, 1999, § 38.2-1024

Requirements for Organizing and Licensing of a Virginia Stock Insurance Company, revised January, 2000, § 38.2-1024

Requirements for Organizing and Licensing of a Commonwealth of Virginia Mutual Insurance Company, revised January 2000, § 38.2-1024

Requirements for Organization and Licensing of a Home Protection Company, revised January 1997, §§ 38.2-1024 and 38.2-2603

Requirements for Organization and Licensing of a Virginia Reciprocal Insurer, revised December 1996, §§ 38.2-1024 and 38.2-1206

Requirements for Organization and Licensing of a Captive Insurer, revised December 1996, § 38.2-1102

Requirements for Organization and Licensing of a Health Services Plan, revised, September 1998, § 38.2-4200

Requirements for Organizing and Licensing of a Health Maintenance Organization, revised, September 1998, § 38.2-4301

Requirements for Organizing and Licensing of a Limited Health Maintenance Organization, revised, September 1998, § 38.2-4301

Requirements for Organizing and Licensing of a Virginia Legal Services Plan, revised January 1997, § 38.2-4413

Requirements for Organization and Licensing of a Dental Services Plan, revised January 1995, § 38.2-4517

Requirements for Organization and Licensing of an Optometric Services Plan, revised March 1995, § 38.2-4517

Requirements for Admission to Transact Business as an Insurance Premium Finance Company in Virginia, revised December 1996, § 38.2-4701

Requirements for Entities Interested in Becoming Continuing Care Providers, revised April 2000, § 38.2-4901

Requirements for Viatical Settlement Provider Companies Seeking to Do Business in Virginia, issued November 1997, § 38.2-5701

Requirements for Organizing and Licensing of an Automobile Club, revised December 1996, § 13.1-400.2

Multiple Employer Welfare Arrangements (MEWA) Statutory Guidelines and Information Packet, revised, January 2000, Article 3 of Chapter 34 of Title 38.2

Requirements for Accredited Reinsurers, June 1996, §§ 38.2-1316.2 and 38.2-1316.3

Requirements for Organizing and Licensing of a Group Self-Insurance Association, issued January 2000, § 65.2-802

Letter to Insurers Prior to an Examination Specifying the Date of the Upcoming Examination and Requesting Specific Documentation the Insurer Is To Provide to the Bureau of Insurance Staff, revised 1997

E007, Annual Renewal Packet - Multiple Employer Welfare Arrangements, December 2000, 14 VAC 5-410-40 D

E040, Annual Renewal Packet - Foreign Life and Health Insurance Companies, December 2000, § 38.2-1025

E041, Annual Renewal Packet - Foreign Property and Casualty Insurance Companies, December 2000, § 38.2-1025

E042, Annual Renewal Packet - Risk Retention Groups, December 2000, § 38.2-5103

E043, Annual Renewal Packet - Premium Finance Companies, December 2000, § 38.2-4703

E044, Annual Renewal Packet - Workers' Compensation Group Self-Insurers, December 2000, § 65.2-802

E045, Annual Renewal Packet - Accredited Reinsurers, December 2000, §§ 38.2-1316.2 and 38.2-1316.3

E046, Annual Renewal Packet - Authorized Reinsurers, December 2000, §§ 38.2-1316.2 and 38.2-1316.3

E047, Annual Renewal Packet - All Insurance Companies and Health Maintenance Organizations Except Foreign Property and Casualty and Foreign Life and Health, December 2000, §§ 38.2-1025 and 38.2-4318

E053, Annual Renewal Packet - Automobile Clubs, September 2000, § 13.1-400.3

E061, Memo Regarding Quarterly Financial Statement Filings - Foreign Insurers and Risk Retention Groups, December 2000, § 38.2-1301

E062, Memo Regarding Not Filing Quarterly Financial Statements - Foreign Insurers and Risk Retention Groups, December 2000, § 37.2-1301

Biennial Renewal Packet - Viatical Settlement Provider, issued January 1999, § 38.2-5701

Annual Filing Requirements - Viatical Settlement Provider, issued January 2000, § 38.2-5704

Guidance Documents

Market Regulation Unit Guidance Documents:

Letter to Newly Licensed Insurers Advising the Insurers of the Applicable Insurance Rules and Regulations in the Commonwealth of Virginia, revised 1997

Virginia Surplus Lines Filing Instructions, revised September 5, 1996

Common Problems Found During Property and Casualty Market Conduct Examinations, published August 1, 1997

Virginia Property and Casualty Rules, Rates and Forms Filing Guidelines Handbook, published, December 1998

Statistical Agent Reporting Form (VA SRF-2), Declaring the Name of the Statistical Agent to Whom the Insurer Reports its Statistics, revised October 1999, §§ 38.2-1919 and 38.2-2012

Workers' Compensation Deductible Plans Filing Instructions, issued July 1997

Virginia CP-9 Form, Which Permits Insurers to Use the Policy Forms and Endorsements Filed and Approved for a Rate Service Organization, such as the Insurance Services Office, issued June 1991

Administration and Taxation Unit Guidance Documents:

Instructions for Filing the Virginia Declaration of Estimated License Tax and Estimated Assessment, revised December 1999

Virginia Premium License Tax/Assessments Reports for Year Ended December 31, 1999, revised December 1999

Consumer Guides:

Virginia Life Insurance Consumer's Guide, published in 1998

Virginia Health Insurance Consumer's Guide, published in 1994

2000 Virginia Medicare Supplement Insurance Premium Comparison Guide, published in May 2000

A Shopper's Guide to Long-Term Care Insurance, published in 1999

2000 Guide to Health Insurance for People with Medicare, published in 2000

List of Medicare Health Maintenance Organizations in Virginia, updated June 2000

List of Medicare Supplement Insurance Companies, updated November 2000

List of Long-Term Care Policies, updated June 2000

The Office of the Managed Care Ombudsman, published in July 1999

The Office of the Managed Care Ombudsman - 10 Tips to Help You Understand Your Coverage and Rights Under Your Managed Care Health Insurance Plan, published in October 1999

Homeowners Insurance Consumer's Guide 2000/2001, published in 2000

Virginia Auto Insurance Consumer's Guide 2000/2001, published in 2000

When a Disaster Strikes: What To Do After an Insured Commercial Property Loss, revised in 1999

When a Disaster Strikes: What To Do After an Insured Homeowners Loss, revised in 1999

Virginia Commercial Insurance Consumer's Guide, published in 1995

State Corporation Commission Bureau of Insurance Consumer Complaint Form, July 1999

Teenager's Guide to Auto Insurance, revised in 1999

Don't Leave Your Insurance Questions Unanswered! Give Us a Call, published in 2000

Forms and Instructions Respecting Licensing of Individuals and Agencies:

PIN2001, Application for Managing General Agent, July 2000

PIN3001, Application for License When an Examination is Required, July 2000

PIN3201, Motor Club License and Appointment Form, July 2000

PIN3701, Application for Consultants License, July 2000

PIN4051, Application for License When No Examination is Required, July 2000

PIN4052, Agency Application for License, July 2000

PIN4151, Individual Appointment Form, July 2000

PIN4921, Appointment Cancellation, July 2000

Forms for Surplus Lines Insurance:

Form SLB-1, Application for License as Surplus Lines Broker, November 1999

Form SLB-2, Bond for Surplus Lines Broker, November 1999

Form SLB-3, Quarterly Combined Affidavit by Surplus Lines Broker, effective September 1999

Form SLB-4, Annual Combined Affidavit by Surplus Lines Broker, effective September 1999

Form SLB-5, Surplus Lines Quarterly Report, effective September 1999

Form SLB-6, Surplus Lines Annual Report, effective September 1999

Form SLB-7, Quarterly Gross Premiums Tax Report, effective September 1999

Form SLB-8, Annual Gross Premium Tax Report, effective September 1999

Form SLB-9, Notice of Insured, effective September 1996

Form SLB-10, Commercial Insured Waiver, effective September 1996

Division of Public Service Taxation

Copies of the following documents may be viewed during regular work days from 8 a.m. until 5 p.m. in the Office of the Public Service Taxation Division of the State Corporation Commission, Tyler Building, 4th Floor, 1300 East Main Street, Richmond, VA 23219. The mailing address is P.O. Box 1197, Richmond, VA 23218. Copies may be obtained free of charge by contacting Alene Katz at the same address, telephone (804) 371-9679 or FAX (804) 371-9797.

Questions regarding interpretation or implementation of these documents may be directed to R. H. Adams, Principal Utility Appraiser, Public Service Taxation Division, State Corporation Commission, Tyler Building, 4th Floor, 1300 East Main Street, Richmond, VA 23219, telephone (804) 371-9182 or FAX (804) 371-9797. The mailing address is P.O. Box 1197, Richmond, VA 23218.

Guidance Documents:

State Tax Bills, all updated annually, Chapter 26 of Title 58.1

CCTD-3, Tax Report, Electric Companies, 1963, § 58.1-2628

CCTD-6, Tax Report, Telecommunications Companies, 1963, § 58.1-2628

CCTD-7, Tax Report, Gas Companies, 1963, § 58.1-2628

CCTD-8, Tax Report, Water Companies, 1963, § 58.1-2628

CCTD-9, Report for Certificated Motor Vehicle Carriers Rolling Stock Tax, 1963, § 58.1-2654

CCTD-10, Report for Special Tax on Common Carriers by Motor Vehicle, 1963, § 58.1-2663

CCTD-11, Report for Special Tax on Virginia Pilots Association, 1963, § 58.1-2663

CCTD-12, Report for Special Tax on Railroad Companies, 1963, § 58.1-2663

CCTD-ET-1, Declaration of Estimated Gross Receipts Tax, 1963, §§ 58.1-2640 and 58.1-2647

CCTD-DPR, Telecommunications Relay Service Monthly Report, 1963, § 56-484.6

CCTD-RVP, Registration Procedure for Persons subject to the Video Programming Excise Tax, revised 1998, § 58.1-3818.3 G

CCTD-EUCT, Electric Utility Consumption Tax Monthly Report, 2000, §§ 58.1-2901 and 58.1-2902

CCTD-NGCT, Natural Gas Consumption Tax Monthly Report, 2000, §§ 58.1-2905 and 58.1-2906

Real Estate Transaction Form for Purchase and Conveyance, 1963, § 58.1-2628

Motor Vehicle Carriers Rolling Stock, Tax Report, Urban-Suburban Statement for the Special Tax Exemption for Passenger Vehicles, 1963, § 58.1-2663

Division of Securities and Retail Franchising

Copies of the following document may be viewed during regular work days from 8:15 a.m. until 5 p.m. in the State Corporation Commission's Division of Securities and Retail Franchising, Ninth Floor, Tyler Building, 1300 East Main Street. Copies may be obtained free of charge by contacting Sue Hall at the same address, telephone number (804) 371-9784 or FAX (804) 371-9911. The mailing address is P.O. Box 1197, Richmond, VA 23218.

Questions regarding interpretation or implementation of this document may be directed to Stephen W. Goolsby, Chief Examiner, at the same address, telephone number (804) 371-9414 or FAX (804) 371-9911. The mailing address is P.O. Box 1197, Richmond, VA 23218.

Guidance Documents:

Capital Formation Alternatives for Small Business in Virginia, October 1999

Uniform Franchise Offering Circular Filing Reminders, February 1999, § 13.1-561

Securities Consumer's Guide, published in 1996

Division of Public Utility Accounting

Copies of the following documents may be viewed during regular work days from 8:15 a.m. until 4:30 p.m. in the Virginia State Corporation Commission's Division of Public Utility Accounting, 1300 East Main Street, 4th Floor, Richmond, VA 23219. The mailing address is P.O. Box 1197, Richmond, VA 23218. Please contact Robin Spruill at (804) 371-9708 to make an appointment. Copies may be obtained at the cost of \$1.00 per page for the first 2 pages and 50 cents for each additional page. Contact Robin Spruill at the above address or facsimile your request to (804) 371-9447.

Questions regarding interpretation or implementation of these documents may be directed to Ronald A. Gibson, Director, Division of Public Utility Accounting, 1300 East Main Street, 4th Floor, Richmond, VA 23219, telephone (804) 371-3708 or FAX (804) 371-9447. The mailing address is P.O. Box 1197, Richmond, VA 23218.

Guidance Documents:

Uniform System of Accounts for Telecommunications Companies, Part 32 of Federal Communications Commission Rules and Regulations, revised October 1, 1999, 80 pages, § 56-249

Uniform System of Accounts for Electric Utilities, promulgated by the Federal Energy Regulatory Commission, revised April 1, 2000, 120 pages, § 56-249

Uniform System of Accounts for Natural Gas Companies, promulgated by the Federal Energy Regulatory Commission, revised April 1, 2000, 142 pages, § 56-249

Uniform System of Accounts for Class A Water Utilities, promulgated by the National Association of Regulatory Utility Commissions, revised 1996, 148 pages, § 56-249

Guidance Documents

Uniform System of Accounts for Class C Water Utilities, promulgated by the National Association of Regulatory Utility Commissions, revised 1996, 66 pages, § 56-249

Uniform System of Accounts for Class A Wastewater Utilities, promulgated by the National Association of Regulatory Utility Commissions, revised 1996, 149 pages, § 56-249

Uniform System of Accounts for Class C Wastewater Utilities, promulgated by the National Association of Regulatory Utility Commissions, revised 1996, 65 pages, § 56-249

Accounting Requirements for Rural Utilities Service Electric Borrowers, Electric Cooperatives, revised January 1, 2000, 192 pages, § 56-249

Annual Financial and Operating Report for electric companies, consisting of the Federal Energy Regulatory Commission Form 1 of 122 pages and supplemental information of 27 pages, § 56-249

Annual Financial and Operating Report for electric cooperatives, 38 pages, § 56-249

Annual Financial and Operating Report for gas companies, consisting of the Federal Energy Regulatory Commission Form 2 of 156 pages and supplemental information of 15 pages, § 56-249

Annual Financial and Operating Report for telephone companies, consisting of the Federal Communications Commission Form M of 85 pages and supplemental information of 21 pages, § 56-249

Annual Financial and Operating Report for class A water and/or sewer companies, National Association of Regulatory Utility Commissions Form, 62 pages, § 56-249

Annual Financial and Operating Report for class C water and/or sewer companies, National Association of Regulatory Utility Commissions Form, 22 pages, § 56-249

Accounting Circular No. 18, Uniform capitalization rules of the tax reform act of 1986, issued January 28, 1987, 1 page, § 56-249

Accounting Circular No. 20, Uniform system of accounts for small water companies, issued April 13, 1987, 1 page, § 56-249

Accounting Circular No. 21, Uniform system of accounts for telecommunications companies, issued September 30, 1987, 1 page, § 56-249

Accounting Circular No. 23, Electric Cooperative accounting treatment for National Rural Electric Cooperative Association (NRECA) pension costs, issued March 21, 1990, 2 pages, § 56-249

Guidelines regarding the accounting and ratemaking treatment of post-employment benefits other than pensions (OPEBs) for electric cooperatives, issued July 8, 1994, 3 pages, § 56-249

Guidelines on the recording and recovery of regulatory assets, issued March 29, 1995, 2 pages, § 56-249

**The State Corporation Commission issues an annual report each year which contains the leading matters disposed of by formal orders that year. The Annual Reports of the commission may be viewed during regular work days from 8 a.m. until 5 p.m. in the State Corporation Commission Clerk's Office, 1st Floor, Tyler Building, 1300 East Main Street, Richmond, VA 23219. The mailing address is P.O. Box 1197, Richmond, VA 23218. Copies may be obtained for \$40 (price may vary depending on the year of the report) by contacting Sue Proctor at the same address, telephone (804) 371-9272 or FAX (804) 371-9654.

Questions regarding interpretation of the annual reports may be directed to Joel H. Peck, Clerk of the Commission, State Corporation Commission, 1st Floor, Tyler Building, 1300 East Main Street, Richmond, VA 23219, telephone (804) 371-9834 or FAX (804) 371-9654. The mailing address is P.O. Box 1197, Richmond, VA 23218.

DEPARTMENT OF CORRECTIONS

Copies of the following documents may be viewed during regular workdays from 8:30 a.m. until 4 p.m. in the office of Compliance and Accreditation, Virginia Department of Corrections, 6900 Atmore Drive, Richmond, VA 23225. Copies may be obtained at a charge of \$.20 per page plus shipping charges, by contacting Donna Foster at the same address, telephone (804) 674-3289.

Questions regarding interpretation or implementation of these documents may be directed to Joe Hagenlocker, Manager, Compliance and Accreditation Unit, at the address listed above or by calling (804) 674-3576.

Guidance Documents:

Compliance Documentation for Standards for Community Residential Programs, revised September, 2000, 6 VAC 15-70, 12 pages

Compliance Documentation for Standards for Jails and Lockups, revised October 1995, 6 VAC 15-40, 30 pages

Compliance Documentation for Standards for State Correctional Facilities, revised September, 2000, 6 VAC 15-31, 27 pages

Compliance Documentation for Standards for State Community Correctional Units, revised September 2000, 6 VAC 15-61, 16 pages

BOARD OF COUNSELING

Copies of the following documents may be viewed during regular work days from 8:15 a.m. until 5 p.m. at the offices of the Department of Health Professions, 6606 W. Broad Street, 4th Floor, Richmond, VA 23230. Copies may also be requested by email at coun@dhp.state.va.us. Questions regarding interpretation or implementation of these documents or requests for copies may be directed to Evelyn Brown, Executive Director of the Board of Counseling, at the address above or by telephone at (804) 662-9912. Copies are free of charge.

Guidance Documents:

115-2, Newsletters

115-2.1, Resolution that hypnosis is an appropriate counseling tool, an opinion that the term "psychotherapy" can be used by licensed professional counselors, and guidance in the use of educational credentials and unlicensed counselors, 1987

115-2.2, Guidance on when a fee can be charged, 1990

115-2.3, Guidance on supervision, 1991

115-2.4, Guidance on the supervision requirement, dual relationships, 1995

115-2.5, Summary of Virginia statutes regarding maintenance and release of client records

115-3, Assistant Attorney General Opinions

115-3.1, Interpretation of statutes pertaining to marriage and family therapists licensure, August 9, 1995

115-3.2, Interpretation of statutes pertaining to release of health care records, April 7, 1997

115-3.3, Interpretation of statutes pertaining to rehabilitation provider certification (reviewed and approved by AAG, but issued through the board office), October 1997

115-3.4, Interpretation of Virginia's Health Records Privacy Act, January 1999

115-4, Minutes of Board Meetings

115-4.1, Guidance to the credentials reviewer to accept schools accredited by the Association of Theological Schools in the United States and Canada, February 17, 1995

115-4.2, Guidance that criminal history not be considered as a point of rejection for a certified substance abuse counselor, and that the board refer the application to the Credentials Review Committee to determine eligibility, May 19, 1995.

115-4.3, Regulatory Committee minutes - Assistant Attorney General interpretation of statutes pertaining to development of "substantially equivalent" requirements for licensure of substance abuse treatment practitioners and interpretation of scope of practice for these practitioners, October 27, 1998

115-4.4, Determination that a Bachelor of Individual Study degree from James Madison University would satisfy the degree requirement for rehabilitation provider certification, February 19, 1999

115-4.5, Credentials Committee minutes - Determination that applicants holding a marriage and family therapist license from California would not be automatically eligible for endorsement, but would be considered on a case-by-case basis for Virginia's marriage and family therapist license, May 14, 1999

115-4.6, Authorization for the Executive Director to conduct a preliminary review of discipline cases and make a recommendation to the Chair of the Discipline Committee or his designee for appropriate disposition, August 27, 1999

115-4.7, Determination that licensed professional counselors who hold specialty designation in substance abuse counseling, but do not have 60 graduate hours in counseling would be considered on a case-by-case basis for endorsement as licensed substance abuse treatment practitioners, November 19, 1999

115-4.8, February 18, 2000. Attachment to minutes. Interpretation of the meaning of "state-approved facility" as used in §54.1-3500, and interpretation of what type of facilities may hire certified substance abuse counselors.

115-4.9, May 5, 2000. Guidance regarding practica or internships completed in distance learning programs.

DEPARTMENT OF CRIMINAL JUSTICE SERVICES

Copies of the following documents may be viewed during regular work days from 8:15 a.m. until 4:30 p.m. in the office of the Department of Criminal Justice Services, 805 East Broad Street, 10th Floor, Richmond, Virginia 23219. Copies may be obtained by contacting Steve Squire at the same address, telephone (804) 786-8478. Fees vary depending upon document.

Questions regarding interpretation or implementation of these documents may be directed to Judy Kirkendall, Department of Criminal Justice Services, 805 East Broad Street, Richmond, Virginia 23219, telephone (804) 786-8003 or e-mail jkirkendall@dcjs.state.va.us.

Guidance Documents:

Training Desk Reference, revised September 1999, § 9-170

Certification and De-certification of Law Enforcement Officers, revised July 1, 1996, §§ 15.2-1706 and 15.2-1709

Combined Training School Policy, revised September 1994, § 9-170

Training Exemption Guidelines, revised September 1998, § 9-173

Instructor Certification/Recertification Process, September 1999, 6 VAC 20-80

Partial In-service Credit Policy Guidelines, revised February 1993, 6 VAC 20-30

Q-Target Policy, revised November 1991, 6 VAC 20-30

Waiver of Minimum Qualifications Guidelines, revised May 1, 1994, § 15.2-1705

Electronic Media In-service Training Guidelines, issued December 1993, 6 VAC 20-30

Physical Examination Policy, revised September 1994, 6 VAC 20-20 and 6 VAC 20-50

Guidance Documents

Guidelines for Auxiliary and Part-time Officers, issued January 1993, §§ 9-180 and 15.2-1731

Academy Certification Standards, revised November 1997

Academy Recertification Standards, revised November 1997

Regional Academy Funding Policy, revised July 1998

Guidelines for Approval of College Courses and Programs, issued December 3, 1996, 6 VAC 20-30

Model Field Training Guide for Law Enforcement Officers, issued September 1, 1993

Model Field Training Guide for Jail Officers, issued March 1994

Guidelines for Allowing Individuals to Attend Criminal Justice Mandated Training Prior to Employment, revised November 1994

Radar Operator Training Guidelines, revised March 15, 1995, § 9-170

Private Security Training Exemption Guidelines, revised August 1, 1996, 6 VAC 20-170

Private Security Criminal History Waiver Guidelines, issued July 1, 1993, 6 VAC 20-170

Private Security Sanctions Publication Guidelines, issued August 29, 1996, 6 VAC 20-170

Private Security Compliance Agent Experience Guidelines, issued February 10, 1997, 6 VAC 20-170

Topical Outlines and Learning objectives for Private Security, 6 VAC 20-170

Criminal Justice Services Board Regional Criminal Justice Training Academy Policy, revised May 3, 1995, 6 VAC 90

Grants for Community-Oriented Justice, issued December 1997

Child Witness Testimony in Court: Using Closed Circuit Equipment, issued December 1997, § 16.2-6 7.9

Child Witness Testimony in Court: Protocol for Using Closed Circuit Equipment, issued September 1995

1999 Criminal History Records Improvement Program Guide, issued 1999

An Informational Guide for Domestic Violence Victims in Virginia, issued 1997

An Informational Guide to Virginia's Crime Victim and Witness Rights Act, issued 1997

STOP Violence Against Women Grant Program, issued July 18, 1997

Victim Assistance Program Guide and Application Procedures (FY 1998), issued March 10, 1997

Supplemental Information Victim/Witness Grant Program, issued March 7, 1997

Victim/Witness Grant Program Codebook and Progress Report Forms, revised July 1996

Program Guide: Comprehensive Community Corrections Act for Local-Responsible Offenders and Pretrial Services Act, 1997, issued February 1996, §§ 19.2-152.2 through 19.2-152.7 and 53.1-180 through 53.1-185.3

1995 Program Guide: Comprehensive Community Corrections Act for Local-Responsible Offenders and Pretrial Services Act, issued June 1995

Preparing a Community-Based Corrections Plan, issued April 4, 1995

Community Criminal Justice Boards: Information and Ideas for New and Continuing Members, issued 1997, § 53.1-183

Monthly Reporting Requirements and Instructions: Pretrial Services Act and Comprehensive Community Corrections Act for Local-Responsible Offenders, issued July 1997, §§ 19.2-152.2 and 53.1-180

"Bench Card" for PSA and CCCA, issued April 1996, §§ 53.1-180 through 53.1-185.3 and 19.2-303.2

Program Brief: Crime Prevention, issued 1998

Program Brief: At-Risk Youth, issued 1998

Program Brief: Crime Analysis, issued 1998

Program Guide: Virginia School Resource Officer Program, issued 2000

Court Appointed Special Advocate (CASA) Program Guide, issued 1997

Juvenile Justice and Delinquency Prevention (Title II) Program Guide, issued 1997

Juvenile Justice and Delinquency Prevention (Title V) Program Guide, issued 1997

Regulations for Breath Alcohol Testing, issued November 2000, §§ 18.2-267 and 18.2-268

Breath Test Operators Training Manual: Intoxilizer Model 5000, issued August 25, 1999, §18.2-268.9

Intoxilizer 5000 Monthly Preventive Maintenance/Simulator Solution Change Checklist, issued March 1998, §18.2-268.9

Operational Checklist for Intoxilizer 5000, issued August 1997, §18.2-268.9

Intoxilizer 5000 Instructor Manual, December 5, 2000, 6 VAC 20-190-120

Evidence Handline, issued 1997

Laboratory Capabilities Guide, issued August 1997

Evaluation Criteria for Crime Prevention Specialist Applications, issued March 15, 1995

Regulations pertaining to Crime Prevention Specialists, issued 1997, VR 240-04-02

Program Evaluation: Basic Designs in Crime Prevention, issued 1997

McGruff House Program Regulations, issued 1997, VR 240-04-1

Serious or Habitual Offender Comprehensive Action Program (SHOCAP) Guidelines, issued April 1999

Program Evaluation: School Resource Officer Programs, issued 1997

Forfeited Asset Sharing Program, issued 1990, § 18.2-249

Money Laundering, §18.2-246, issued July 1999

Sample Directives Manual for Law Enforcement Agencies, revised 1999

School Resource Officer Facts Book, issued June 2000

School Resource Officer Guidelines, issued May 2000

Evaluation of Grant Funded SRO Programs, issued March 2000

Juvenile Law Handbook for School Administrators, issued 1999

Certified Crime Prevention Community Program Information Brochure, issued August 2000

Certified Crime Prevention Community Program Manual, issued October 2000

School Resource Reporting Requirements Manual, issued June 2000

VIRGINIA DEPARTMENT FOR THE DEAF AND HARD-OF-HEARING

Copies of the following documents may be viewed during regular work days from 8:15 a.m. until 4:30 p.m. in the offices of the Virginia Department for the Deaf and Hard-of-Hearing (VDDHH), 1602 Rolling Hills Drive, the Ratcliffe Building, Suite 203, Richmond, VA 23229-5012. Copies may be obtained free of charge by contacting Leslie Hutcheson at the same address, telephone (804) 662-9703 (V/TTY), FAX (804) 662-9718 or e-mail hutchelg@ddhh.state.va.us. Some of the documents may be available to be downloaded from the VDDHH Home page (<http://www.vddhh.org>). Questions regarding interpretation or implementation of these documents may also be directed to Leslie Hutcheson.

Guidance Documents:

VDDHH Policies and Procedures implementing 22 VAC 20-20 (Regulations Governing Eligibility Standards and Application Procedures of the Distribution of Technological Assistive Devices), revised December 1999

VDDHH Policies and Procedures implementing 22 VAC 20-30 (Regulations Governing Interpreter Services for the Deaf and Hard of Hearing), revised January 1993

Directory of Qualified Interpreters, implementing 22 VAC 20-30 (Regulations Governing Interpreter Services for the Deaf and Hard of Hearing), revised monthly

Virginia Quality Assurance Screening Applicant Packet, implementing 22 VAC 20-30 (Regulations Governing Interpreter Services for the Deaf and Hard of Hearing), revised 1999

BOARD OF DENTISTRY

Copies of the following documents may be viewed during regular work days from 8:15 a.m. until 5 p.m. at the offices of the Department of Health Professions, 6606 W. Broad Street, 4th Floor, Richmond, VA 23230. Copies may also be requested by email at denbd@dhp.state.va.us. Questions regarding interpretation or implementation of these documents or requests for copies may be directed to Marcia Miller, Executive Director of the Board at the address above or by telephone at (804) 662-9906. Copies are free of charge.

Guidance Documents:

60-1, American Dental Association Commission on Dental Accreditation - Accredited program listing for Dental Assisting, Dental Hygiene and Dental Laboratory Technology Education Programs, July 2000

60-2, Accredited program listing for Advanced Specialty and General Dentistry Education by the American Dental Association Commission on Dental Accreditation, July 2000

60-3, Letter from R. Isaacson, D.D.S. regarding licensure application prerequisites, February 1997

60-5, Bulletin article regarding HOM (Hand Over Mouth) guidelines, April 1991

60-6, Bulletin article regarding dental assistance making temporary crowns, Winter/Spring 1994

60-7, Bulletin article regarding common questions and answers concerning CE (Continuing Education requirements), Winter/Spring 1995

60-9, Bulletin article regarding dental office inspection form, Fall/Winter 1996

60-10, Board minutes on Infection Control, October 1, 1993, September 14, 1991, and August 1, 1991

60-11, Board minutes, Completion of treatment of patient if fees not paid, October 1-2, 1997

60-12, Consent order for Board of Dentistry vs John H. Jones III, D.D.S., decision regarding advertising trade name, October 1, 1997

60-13, Determination for Board of Dentistry vs David Nyczepir, D.D.S. regarding "Free Consultation," August 26, 1997

60-14, Consent order for Board of Dentistry vs Vera Theopisti Tarasidis, D.D.S., decision on discounted fees, October 1, 1997

60-15, Letter and Notice of Informal conference of Board of Dentistry vs Rouben A. Yedigarian, D.D.S., August 26, 1997

60-16, Letter from Marcia J. Miller to Michael Vernon regarding sale of vitamins, December 10, 1997

60-17, Advertising Guidelines adopted by the Board of Dentistry, January 23, 1998

60-18, Letter from Howard Casway, Assistant Attorney General to Dr. M. Alan Bagden regarding Ownership of Dental Practices, February 23, 1998

Guidance Documents

60-19, Perio Guidelines Recommendations adopted by the Board of Dentistry, April 28,2000

60-20, Bulletin article-Notice to all licensees regarding Code of Virginia § 54.1-2718, April 28, 2000

VIRGINIA ECONOMIC DEVELOPMENT PARTNERSHIP

Copies of the following documents may be viewed during regular work days from 8:30 a.m. until 5 p.m. in the office of the Virginia Economic Development Partnership, 19th Floor Riverfront Plaza, West Tower, 901 East Byrd Street, Richmond, Virginia, 23218. Requests for copies or questions regarding the interpretation or implementation of these documents may be directed to John B. Sternlicht, Director of Community Relations, Policy and Legislation, at the same address, by telephone at (804) 371-8106, or by FAX at (804) 371-8112. Copies will be provided at no charge.

Guidance Documents:

Guidelines for use of the Governor's Opportunity Fund, revised September 1999, § 2.1-51.6:5

Guidelines for use of the Virginia Investment Partnership, issued September 1999, § 2.1-548.43:3

Guidelines for use of the Governor's Economic Development Grant Fund, issued November 2000, § 15.2-946.1 and 4

VIRGINIA DEPARTMENT OF EDUCATION

Copies of the following guidance documents may be obtained at no cost by contacting Dr. Margaret N. Roberts, at the Virginia Department of Education, P.O. Box 2120, Richmond, VA 23218-2120, telephone (804) 225-2540 or e-mail mroberts@mail.vak12ed.edu. Questions may also be directed to Dr. Roberts. The documents may be viewed at the Department of Education during regular work days from 8:30 a.m. to 5 p.m. at 101 North 14th Street, 25th Floor, Richmond, VA 23219.

Guidance Documents:

Accreditation of Private Nursery, Preschool, Elementary, and Secondary Schools

Recognition of the Authority of the Virginia Council for Private Education as the Accrediting Entity for Private Nursery, Preschool, Elementary, and Secondary Schools in Virginia, November 30, 2000

Charter Schools

List of Board of Education Regulations Identified as Waivable for Charter School Purposes, June 1999

Comprehensive Services

Comprehensive Services Act (CSA) for At Risk Youth and Families Implementation Manual, July 1997

Compulsory School Attendance

Guidelines for GED/Compulsory Attendance Release, October 1999

Driver's Education

Steps for Minors to Procure a Driver's License in Virginia, July 1997

Approval for Charging a Fee for the Laboratory Phase of Driver Education, Supts. Memo., No. 7, Regulatory, September 15, 2000 (updated annually)

Family Life Education

Family Life Education: Special Education, 1991

Board of Education Guidelines for Family Life Education Programs, 1988

Gifted Education Programs

The Virginia Plan for the Gifted, 2000

Governor's Schools

Procedures for Initiating an Academic Year Governor's School, 1997

Grievances

Procedures for Adjusting Grievances, June 1997

Health and Physical Fitness

Guidelines for the Administration of the Virginia Fitness Test, December 1992

Guidelines for Specialized Health Care Procedures, March 1996

Model Guidelines for School Attendance for Children with Human Immunodeficiency Virus (HIV), 1990

HIV/AIDS Prevention Education Curriculum Guide, February 1992

A Guide to Establishing and Maintaining School Health Advisory Boards, 1993

Virginia School Health Guidelines, 1998

Guidelines for Specialized Health Care Procedures: Superintendent's Memo number 196, 1996

Guidelines for Training of Public School Employees in the Administration of Insulin and Glucagon, July 1999

Guidelines for Suicide Prevention, September 1999

Licensure and Teacher Preparation

The Virginia Recertification Manual, July 1990

Virginia Approved Preparation Programs for Instructional Personnel, July 1994

Manual for Administering the Regulations governing Approved Programs for Virginia Institutions of Higher Education, 1994

State-Approved Principal Preparation Programs, July 1, 1990

Guidelines for the Evaluation of Superintendents, Teachers, and Administrators and Instructional Central Office Personnel, January 2000

Passing Scores for the Praxis I Tests in Reading, Writing, Mathematics; October 1995

Guidelines for Mentor Teacher Programs for Beginning and Experienced Teacher Participation, June 2000

Standards Governing Issuance of a Regular Five-Year License to Individuals Holding a Local Eligibility License, September 2000

Cut-Scores for Sixteen Praxis II Beginning Teacher Assessments, June 1999

Literary Fund

Use of Literary Fund Loan Proceeds, Supts. Memo. No. 6, Regulatory, May 31, 1996

Prepayment of Literary Fund Loans, March 1999

Mediation

Mediation: An Interim Guidance Document, August 1997

Miscellaneous

Handbook of Procedures and Forms for Requesting Federal Program Reimbursements Under Improving America's Schools Act (IASA) and Special Education (IDEA), September 1997

Training and Technical Assistance Center Handbook for State Reporting Requirements, January 1998

Handbook for Homebound Service, January 1990

Planning and Evaluating School Psychological Services: Resource Guide for Practitioners, 1997

Guidelines for the Donation of Obsolete Educational Technology Hardware and Software by School Boards to Students, September 2000

Resolution Regarding the Prompt Submission of Certain Data to the Department of Education, March 2000

Pre-Labor Day Opening Requirements, March 1999

Policy of the Board of Education Regarding the Provisions of the Standards of Quality Requiring Local School Board Members Annual In-Service Training Programs, November 1996

Pledge of Allegiance and Flag Etiquette

Guidelines on the Recitation of the Pledge of Allegiance, November 17, 1997

Guidelines for Appropriate Etiquette and Conventions for Respecting the Dignity of the Flag, March 1999

Religious Activity in the Schools

Guidelines Concerning Religious Activity in Public Schools, June 22, 1995

School Nutrition Programs

Uniform Policy Statement for Free and Reduced Price Meals, Supts. Memo, April 2000 (updated annually)

School Safety

Model School Crisis and Emergency Management Plan, June 1999

Student Search Guidelines, November 1999

Special Education

A Parent's Guide to Regulations Governing Special Education Programs for Children with Disabilities in Virginia, 1994

Program Guidelines for Students with Hearing Impairments in Virginia's Public Schools, March 1990

Program Guidelines for Audiological Services in Virginia's Public Schools, 1980

Program Guidelines for Students with Speech-Language Impairments, 1991

Handbook on Programming for Virginia Students with Serious Emotional Disturbance, May 1986

Procedures for Child Study Committees Operating in Virginia, November 1993

Handbook for Occupational and Physical Therapy Services in the Public Schools of Virginia, March 1997

Guidelines for Educational Services for Students with Traumatic Brain Injury, 1992

Noncategorical Primary Special Education Program Guidelines for Students with Developmental Delay, December 1990

Standards of Accreditation

Courses to Satisfy the Graduation Requirements for the Modified Standard Diploma, Supts. Memo No. 63, Administrative, December 15, 2000

Academic Review Process for Schools Accredited with Warning, November 30, 2000

Guidance Documents

Guidelines Governing Certain Provisions of the Regulations Establishing Standards for Accrediting Public Schools in Virginia, November 30, 2000

Requirements for Literacy and Numeracy Assessments for the Modified Standard Diploma, November 30, 2000

Guidance Document Re: Requests for Additional Graduation Credit Requirements and Requests to Allocate Electives from Local School Boards, June 1998

Standards of Learning and Instructional Programs

Standards of Learning for Virginia Public Schools:

Art: Theatre Arts, Visual Arts, Dance Arts, updated 2000
Computer/Technology Standards, 2000
English, updated 1995
Family Life Education, 1988
Foreign Languages, updated 2000
Guidance, 1988
Health, 1988 (to be updated in 2001)
History and Social Sciences, 1995 (to be updated in 2001)
Mathematics, updated 1995
Science, updated 1995
Media/Library Services, 1988
Music, updated 2000
Physical Education, 1988 (to be updated in 2001)
Probability and Statistics and discrete Mathematics, 1998

Criteria for Character Education Programs, February 2000

List of Approved Industry, Professional, or Trade Association Certifications to Meet the Requirements for the Board of Education's Career and Technical Education Seal, September 2000

List of Certifications, Professional Licenses, and Examinations that Meet the Technology Requirement for the Board of Education's Seal of Advanced Mathematics and Technology, September 2000

Objectives for Personal Living and Finance, April 1999

Guidelines for the K-3 Record for Reading and Mathematics, May 1999

Standards of Learning Testing Program

Guidelines for Participation of Students with Disabilities in the SOL Assessments, October 1997

Guidelines for Participation of Limited English Proficient Students in the SOL Assessments, October 1997

Cut-Scores Regarding the Passing and Advanced Scores for the Standards of Learning Tests, October 1998

Board of Education Action Regarding Tests Which May Substitute for Specified SOL Tests, Supts. Memo. No. 194, Informational, October 13, 2000

Passing Score for the World Geography Standards of Learning Test, May 2000

Exclusion of Certain Students from Accountability Calculation, September 2000

Criteria for Students Eligible for "Emergency" Retakes of SOL Tests, September 2000

Student Discipline

Student Conduct Policy Guidelines, June 1994

Addendum to the Student Conduct Policy Guidelines (Removal of Disruptive Students), February 1998

School Safety Audits: Protocol, Procedures, and Checklists, September 1997

Before You Suspend Students with Disabilities: Suggestions for Policies and Procedures, 1996

Student Records

Guidelines for the Management of the Student's Scholastic Record in Virginia Public Schools, July 1998

Student Transportation

Chassis Specifications for 2001 Model School Buses, Supts. Memo No. 9, Regulatory, October 6, 2000 (updated annually)

Uniforms

Model Guidelines for the Wearing of Uniforms in Public Schools, May 23, 1996

Virginia State Assessment Program

Virginia State Assessment Program, Inclusion and Accommodation Guidelines for Students with Disabilities, February 1997

Virginia State Assessment Program, Inclusion and Accommodation Guidelines for Limited English Proficient Students, February 1997

Guidelines for Testing Students with Disabilities in the Literacy Testing Program, November 1993

Resolutions of the Board of Education

Subsequent to promulgating a regulation, additional questions may arise regarding the "intent" of the board regarding a regulation or section of a regulation. The Board of Education may then adopt a resolution to explain to the public its "intent" regarding the regulation or section of a regulation.

VIRGINIA EMPLOYMENT COMMISSION

Copies of the following documents may be viewed during regular work days from 8 a.m. until 5 p.m. in the central office of the Virginia Employment Commission, 703 East Main Street, Richmond, VA 23219. Copies may be obtained by

contacting M. Coleman Walsh, Jr., at the Virginia Employment Commission, Office of Commission Appeals, P.O. Box 1358, Richmond, VA 23218-1358, telephone (804) 786-7554 or FAX (804) 786-9034. Unless otherwise indicated, there is a \$1.00 per document copying charge.

Questions regarding interpretation or implementation of these documents may be directed to M. Coleman Walsh, Jr., Chief Administrative Law Judge, Virginia Employment Commission, Office of Commission Appeals, P.O. Box 1358, Richmond, VA 23218-1358, telephone (804) 786-7554 or FAX (804) 786-9034.

Guidance Documents:

Precedent Decision Manual, revised January 1997, § 60.2-100 et seq. and 16 VAC 5-10-10 et seq., \$90

Guide for Effective Unemployment Insurance Adjudication, revised September 1994, § 60.2-100 et seq., \$90

A Digest of Virginia Unemployment Insurance Tax Law, revised June 1990, Va. Code Anno., Title 60.2 Chapters 2 and 5, \$43

Bulletin No. 2610, Benefit Determinations and Appeals Decisions Which Require Determination of Prevailing Wages, Hours, or Other Conditions of Work, issued December 31, 1968, § 60.2-618(3)(c)

Field Operations Bulletin Manual, revised January 29, 1997, Title 60.2 Chapters 2 and 6, 16 VAC 5-10-10, et seq., \$10

Work Opportunity and Welfare-to-Work Tax Credits, issued November 1997, The Taxpayer Relief Act of 1997, P.L. 105-34

Guidelines for Addressing Postponement Requests, issued October 1991, 16 VAC 5-80-20 C

Interoffice Communication on Waiver of Benefit Charges, issued August 9, 1994, § 60.2-528(C)

Interoffice Communication on Immediate Discharge After Quit with Notice, § 60.2-612(8)

Interoffice Communication on The 28-Day Rule, issued July 11, 1996, 16 VAC 5-60-10 F

Interoffice Communication on Interpretation of the Two-Week Limitation on Benefits Set Out in Section 60.2-612(8) of the Code of Virginia, issued January 3, 1997, § 60.2-612(8)

Interoffice Communication on Party Tape Recording Hearing, issued March 19, 1997, § 60.2-623

Commission Decision 54991-C, Meade v. Buster Brown Apparel, Inc., issued November 25, 1997, § 60.2-229(A)

Commission Decision 41251-C, Williams v. U. S. Army, issued March 19, 1993, § 60.2-604

Commission Decision 47602-C, Sikka v. Cater Air International Corp., issued March 22, 1995, § 60.2-604

Commission Decision 45419-C, In re Purvis, issued June 13, 1994, § 60.2-608

Commission Decision 12665-C, Picard v. Hayes, Seay, Mattern and Mattern, issued October 4, 1979, § 60.2-612

Commission Decision 22777-C, Moore v. Klate Holt Company, issued January 24, 1984, § 60.2-612

Commission Decision 25950-C, Heldreth v. Southwest Virginia Enterprise, issued July 11, 1986, § 60.2-612

Commission Decision 46472-C, Duncan v. Department of Corrections, issued November 15, 1994, § 60.2-612

Commission Decision 50908-C, In re Parnell, issued April 17, 1996, § 60.2-612(1)

Commission Decision 36809-C, Coy v. Philip Morris, Inc., issued November 20, 1991, § 60.2-612(5)

Commission Decision 23806-C, Sysco v. Virginia Stage Company, issued August 31, 1984, § 60.2-612(7)

Commission Decision 38556-C, Copeland v. U. S. Navy, issued July 1, 1992, § 60.2-612(7)

Commission Decision 47764-C, Lilliam v. Commonwealth Health Care, issued April 4, 1995, § 60.2-612(7)

Commission Decision 51212-C, Alderson v. Tultex Corporation, issued May 17, 1996, § 60.2-612(7)

Decision SUA-3, Fulk v. Rocco Farm Foods, issued August 11, 1975, § 60.2-612(7)

Decision UI-76-393, Corbett v. C and P Telephone Company, issued January 24, 1977, § 60.2-612(7)

Commission Decision 3153-C, Weaver v. Ideal Laundry and Dry Cleaners, issued October 16, 1957, § 60.2-618(1)

Commission Decision 5909-C, Mahew v. Capitol Concrete Rental Corporation, issued March 12, 1973, § 60.2-618(1)

Commission Decision 6514-C, Thompson v. Dow Badische Company, issued November 26, 1974, § 60.2-618(1)

Commission Decision 8298-C, Gross v. Command Deliveries, Inc., issued August 16, 1976, § 60.2-618(1)

Commission Decision 16998-C, Johnson v. Hall and Taylor Body Shop, issued November 6, 1981, § 60.2-618(1)

Commission Decision 24302-C, Young v. Mick or Mack, issued December 13, 1984, § 60.2-618(1)

Commission Decision 26561-C, Bartley v. Atlantic Research Corp., issued February 28, 1986, § 60.2-618(1)

Commission Decision 27729-C, Rasnake v. Pepsi Cola Bottling of Norton, issued July 31, 1987, § 60.2-618(1)

Commission Decision 33298-C, Pugh v. Christian Children's Fund, issued June 29, 1990, § 60.2-618(1)

Commission Decision 34957-C, Edwards v. Landmark Builders of the Triad, issued January 18, 1991, § 60.2-618(1)

Commission Decision 36673-C, Winisky v. Fauquier County School Board, issued December 2, 1991, § 60.2-618(1)

Commission Decision 37072-C, Boardwine v. Tennessee Investment Casting Company, issued December 20, 1991, § 60.2-618(1)

Guidance Documents

Commission Decision 37487-C, Beckner v. Harris Teeter Super Markets, issued April 2, 1992, § 60.2-618(1)

Commission Decision 38232-C, Wright v. Prince Edward County Department of Social Services, issued June 15, 1992, § 60.2-618(1)

Commission Decision 40365-C, Hampe v. Krisp-Pak Company, Inc., issued March 3, 1994, § 60.2-618(1)

Commission Decision 40827-C, Meador v. Bunker Hill Packing Corp., issued April 1, 1993, § 60.2-618(1)

Commission Decision 40968-C, Fields v. Bristol Home Health Services, issued May 12, 1993, § 60.2-618(1)

Commission Decision 41241-C, Jennings v. Craddock-Terry, Inc., issued March 24, 1993, § 60.2-618(1)

Commission Decision 43248-C, Zumbaugh v. GTE Government Systems, Inc., issued October 1, 1993, § 60.2-618(1)

Commission Decision 46659-C, Alsip v. Department of the Army, issued October 27, 1994, § 60.2-618(1)

Commission Decision 46964-C, Barrington v. Virginia Power, issued January 17, 1995, § 60.2-618(1)

Commission Decision 50372-C, Fedelez v. Bell Atlantic Virginia, Inc., issued March 9, 1996, § 60.2-618(1)

Commission Decision 5585-C, Newkirk v. Virginia National Bank, issued February 18, 1972, § 60.2-618(2)

Commission Decision 7340-C, Porter v. Wilson Trucking Company, issued January 5, 1976, § 60.2-618(2)

Commission Decision 7446-C, McAfee v. Harvey's Chevrolet Corp., issued February 2, 1976, § 60.2-618(2)

Commission Decision 11446-C, Wertz v. Russell Transfer, Inc., issued January 10, 1979, § 60.2-618(2)

Commission Decision 14088-C, Lee v. City of Roanoke, issued January 13, 1981, § 60.2-618(2)

Commission Decision 25853-C, Stevens v. Copy Systems, issued December 12, 1985, § 60.2-618(2)

Commission Decision 26734-C, Dawson v. Old Dominion Job Corps, issued March 28, 1986, § 60.2-618(2)

Commission Decision 28159-C, Cornett v. Harry C. Sutherland, CPA, issued April 23, 1987, § 60.2-618(2)

Commission Decision 28209-C, Garrett v. Chester Drugs, Inc., issued March 1, 1993, § 60.2-618(2)

Commission Decision 29748-C, Shelton v. Department of Labor, issued April 12, 1988, § 60.2-618(2)

Commission Decision 30052-C, Johnston v. Kennedy's Piggly Wiggly Stores, issued June 28, 1988, § 60.2-618(2)

Commission Decision 30317-C, Hodge v. Sentara Nursing Center, issued May 2, 1992, § 60.2-618(2)

Commission Decision 30397-C, Blount v. D.G.S.C., issued June 30, 1988, § 60.2-618(2)

Commission Decision 30470-C, Summers v. Turn-Key Homes, Inc., issued July 8, 1988, § 60.2-618(2)

Commission Decision 30524-C, Thomas v. Family Fashions by Avon, Inc., issued August 26, 1988, § 60.2-618(2)

Commission Decision 30609-C, Hogan v. Commonwealth of Virginia, issued September 12, 1988, § 60.2-618(2)

Commission Decision 30974-C, Garner v. Accomack County School Board, issued December 2, 1988, § 60.2-618(2)

Commission Decision 33438-C, Davis v. Stone Container Corp., issued January 18, 1991, § 60.2-618(2)

Commission Decision 34000-C, Busler v. Rapoca Energy Company, issued December 14, 1990, § 60.2-618(2)

Commission Decision 34061-C, Spencer v. Regis Hair Stylists, issued February 6, 1991, § 60.2-618(2)

Commission Decision 34343-C, Carr v. Conagra, Inc., issued November 9, 1990, § 60.2-618(2)

Commission Decision 34603-C, Lambert v. Department of the Army, issued November 29, 1990, § 60.2-618(2)

Commission Decision 35174-C, Thomas v. Steven J. Chavis, issued February 11, 1991, § 60.2-618(2)

Commission Decision 35294-C, Baker v. Norfolk Shipbuilding and Drydock, issued ??, § 60.2-618(2)

Commission Decision 35309-C, Morrison v. J.T.M. Pizza, Inc., issued March 2, 1992, § 60.2-618(2)

Commission Decision 35866-C, Bishop v. Crown Central Petroleum Corp., issued June 24, 1991, § 60.2-618(2)

Commission Decision 35909-C, Culpepper v. Quality Cleaners, issued July 1, 1991, § 60.2-618(2)

Commission Decision 35999-C, Simmons v. Numanco, issued July 11, 1991, § 60.2-618(2)

Commission Decision 36195-C, Mallory v. J. A. Jones Construction Company, issued August 19, 1991, § 60.2-618(2)

Commission Decision 36310-C, Holloway v. Pearle Vision Center and The Price Club, issued August 29, 1991, § 60.2-618(2)

Commission Decision 36653-C, Parker v. Roadway Express, issued July 22, 1992, § 60.2-618(2)

Commission Decision 36655-C, Simonson v. Sligh Plumbing and Heating Company, issued November 27, 1991, § 60.2-618(2)

Commission Decision 36794-C, Jordan v. Newport News Shipbuilding, Inc., issued December 17, 1991, § 60.2-618(2)

Commission Decision 37114-C, Neil v. Newport News Shipbuilding, Inc., issued December 24, 1991, § 60.2-618(2)

Commission Decision 37615-C, Robinson v. Smithfield Packing Co., Inc., issued March 6, 1992, § 60.2-618(2)

Commission Decision 37762-C, Critton v. Sola Optical U.S.A., issued April 25, 1992, § 60.2-618(2)

- Commission Decision 37934-C, Jefferson v. Heritage Garden Center, Inc., issued April 17, 1992, § 60.2-618(2)
- Commission Decision 39082-C, Perry v. Newport News Shipbuilding, Inc., issued September 12, 1992, § 60.2-618(2)
- Commission Decision 39702-C, Butts v. Jones, Blechman, Woltz and Kelly, P.C., issued October 15, 1992, § 60.2-618(2)
- Commission Decision 39703-C, Kao v. Gordon Boulevard Services, Inc., issued November 3, 1992, § 60.2-618(2)
- Commission Decision 39862-C, Lauzonis v. Holiday Inn-South, issued December 7, 1992, § 60.2-618(2)
- Commission Decision 40195-C, Slacum v. R. H. Walker and Associates, issued January 11, 1993, § 60.2-618(2)
- Commission Decision 41247-C, Osborne v. Transit Management of Alexandria, Inc., issued June 4, 1993, § 60.2-618(2)
- Commission Decision 41966-C, Cobble v. United Consumers, Inc., issued June 28, 1993, § 60.2-618(2)
- Commission Decision 42083-C, Girma v. News Emporium, Inc., issued June 7, 1993, § 60.2-618(2)
- Commission Decision 42091-C, Hurley v. Wallace, issued July 10, 1993, § 60.2-618(2)
- Commission Decision 42493-C, Layne v. Leslie G. Rowland, issued July 16, 1993, § 60.2-618(2)
- Commission Decision 42703-C, Lee v. Gam Industries, Inc., issued July 30, 1993, § 60.2-618(2)
- Commission Decision 42977-C, Bland v. Bristol Newspapers, Inc., issued August 28, 1993, § 60.2-618(2)
- Commission Decision 43306-C, Stover v. Pulaski Furniture Corporation, issued October 2, 1993, § 60.2-618(2)
- Commission Decision 43933-C, Yousef v. Avis Rent-A-Car System, Inc., issued January 7, 1994, § 60.2-618(2)
- Commission Decision 44291-C, Liberty v. Hampton Roads Vending and Food Service, Inc., issued February 12, 1994, § 60.2-618(2)
- Commission Decision 44375-C, Turner v. Christiansburg Garment Co., Inc., issued March 29, 1994, § 60.2-618(2)
- Commission Decision 45948-C, Robins v. Security Transcontinental, Inc., issued August 26, 1994, § 60.2-618(2)
- Commission Decision 45991-C, Sydenstricker v. Boddie-Noell Enterprises, issued July 28, 1994, § 60.2-618(2)
- Commission Decision 47019-C, Agnew v. Memorial Hospital of Martinsville, issued February 28, 1995, § 60.2-618(2)
- Commission Decision 49303-C, Broad v. Town of Grottoes, issued September 23, 1995, § 60.2-618(2)
- Commission Decision 49590-C, Vanwinkle v. Ammars, Incorporated, issued July 25, 1996, § 60.2-618(2)
- Commission Decision 50577-C, Billings v. Regional Enterprises, issued June 25, 1996, § 60.2-618(2)
- Commission Decision 52458-C, Larrabee v. The Sealaw Group, issued June 16, 1996, § 60.2-618(2)
- Commission Decision UCFE-246, Pryor v. Department of Defense, issued April 25, 1975, § 60.2-618(2)
- Commission Decision 34269-C, Coleman v. Clinchfield Coal Company, issued February 6, 1991, § 60.2-618(3)
- Commission Decision 43652-C, Hearn v. U. S. Army, issued November 30, 1993, § 60.2-618(3)
- Commission Decision 47442-C, Jones v. Northside Electric Company, issued March 27, 1995, § 60.2-618(3)
- Commission Decision 30679-C, Russell v. Richard T. Traylor, issued August 24, 1988, § 60.2-618(4)
- Commission Decision 39904-C, Warren v. Orion Associates, Inc., issued November 19, 1992, § 60.2-618(5)
- Commission Decision 45555-C, Fuller v. Banner Masonry, issued June 3, 1994, § 60.2-618(5)
- Commission Decision 10619-C, In re Ardizzone, issued August 2, 1978, § 60.2-619(A) and (C)
- Commission Decision 18398-C, Crone v. Kitchens Equipment Company, issued July 1, 1982, § 60.2-619(A) and (C)
- Commission Decision 25734-C, Randolph v. Huff-Cook, MBA, issued July 11, 1986, § 60.2-619(A) and (C)
- Commission Order 38616-C, Melton v. Monroe Systems for Business, Inc., issued June 26, 1992, § 60.2-619(A) and (C)
- Commission Decision 43213-C, Forehand v. J. B. Denny Company, et al, issued September 10, 1993, § 60.2-619(C)
- Commission Decision 51475-C, Crisman v. Select Staffing Services, Inc., issued June 14, 1996, § 60.2-619(C)
- Commission Decision 53842-C, Wilson v. Four J's, Inc., issued December 12, 1997, § 60.2-619(C)
- Commission Decision 40782-C, Luther v. Dynamic Engineering, Inc., et al, issued March 2, 1993, § 60.2-620(A)
- Commission Decision 43043-C, Olabosipo v. Electronics Boutique, issued October 4, 1993, § 60.2-620(A)
- Commission Order 42777-C, Royster v. Halifax-South Boston Community Hospital, § 60.2-620(A)
- Commission Decision 33733-C, Gonzalez v. Thornhill, issued June 22, 1990, § 60.2-620(B)
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Commission Decision L-191, Dr. Phillip K. Steiner, O.D. v. V.E.C., issued April 15, 1988, § 60.2-212

Commission Decision L-193, Community Physicians, Incorporated v. V.E.C., issued April 15, 1988, § 60.2-212

Commission Decision L-194, Rodney R. Seal v. V.E.C., issued December 23, 1987, § 60.2-212

Commission Decision L-195, Mr. Dimitri Souvadis, t/a Greenbriar Barber Shop v. V.E.C., issued April 15, 1988, § 60.2-212

Commission Decision L-196, Eastern Virginia Medical Authority v. V.E.C., issued March 3, 1988, § 60.2-212

Commission Decision L-197, Town of Glasgow v. V.E.C., issued March 4, 1988, § 60.2-213(A)(3), 212

Commission Decision L-198, L. D. Mawyer and Associates v. V.E.C., issued June 8, 1988, § 60.2-212

Commission Decision L-199, Health Careers v. V.E.C., issued March 16, 1988, § 60.2-212

Commission Decision L-200, Mildred C. Jones, t/a Festival Flags Unlimited v. V.E.C., issued May 24, 1988, § 60.2-212

Commission Decision L-201, Dewey L. Claytor Livestock, Inc. v. V.E.C., issued April 6, 1988, § 60.2-212

Commission Decision L-202, Cost Containment, Inc. v. V.E.C., issued June 8, 1988, § 60.2-212

Commission Decision L-204, Rainbow Fresh Linen Service, Inc. v. V.E.C., issued April 15, 1988, § 60.2-535

Commission Decision L-206, Lawton Wilson, t/a Wilson Masonry v. V.E.C., issued April 25, 1988, § 60.2-527

Commission Decision L-207, Brewer Associates, Inc. v. V.E.C., issued June 9, 1988, § 60.2-212

Commission Decision L-208, Ronnie G. Shortt, t/a Shortt's Construction v. V.E.C., issued April 22, 1988, § 60.2-212

Commission Decision L-209, Ballroom Dance Club of Hampton, Inc. v. V.E.C., issued August 8, 1989, § 60.2-212

Commission Decision L-210, Ballroom Dance Club of Virginia Beach, Inc. v. V.E.C., issued August 8, 1989, § 60.2-212

Commission Decision L-211, Rowe-Montgomery, Inc. v. V.E.C., issued January 25, 1988, § 60.2-535

Commission Decision L-213, Art Rosenberg, t/a Vision Technology, Inc. v. V.E.C., issued March 10, 1989, § 60.2-212

Commission Decision L-215, La Paj Hair Graphics, Inc. v. V.E.C., issued May 12, 1988, § 60.2-212

Commission Decision L-216, Virginia Association for Competitive Swimming v. V.E.C., issued February 21, 1989, § 60.2-212

Commission Decision L-220, In re Louise Eggleston Center, issued June 21, 1988, § 60.2-213(B)(3), 212

Commission Decision L-221, County of Madison v. V.E.C., issued June 14, 1988, § 60.2-213(A)(3), 213(B)(6), 212

Commission Decision L-222, Giovanna Becker, t/a Dental Fill-Ins v. V.E.C., issued February 21, 1989, § 60.2-212

Commission Decision L-223, Susan A. Brown and Jackie L. Nanney, t/a Hair Affair Rentals v. V.E.C., issued December 8, 1988, § 60.2-212

Commission Decision L-224, Evie Mansfield School of Modeling, LTD. v. V.E.C., issued February 21, 1989, § 60.2-212

Commission Decision L-225, Beach Auto Brokers, Inc. v. V.E.C., issued April 24, 1989, § 60.2-212

Commission Decision L-226, Helft World Travel, Limited, t/a Luray Travel Bureau v. V.E.C., issued May 11, 1989, § 60.2-535

Commission Decision L-228, Charles E. Bradshaw, t/a The Entertainment Agency v. V.E.C., issued September 21, 1988, § 60.2-212

Commission Decision L-229, Harold E. and Barbara M. Smith, t/a Smith's Furniture Service v. V.E.C., issued September 30, 1988, § 60.2-212

Commission Decision L-230, Barber Concrete Works, Inc. v. V.E.C., issued August 31, 1989, § 60.2-527

Commission Decision L-231, Mert's Tool and Design, Inc. v. V.E.C., issued March 10, 1989, § 60.2-212

Commission Decision L-232, James W. and Elfriede H. M. Morrison, t/a Commercial Cleaning Services v. V.E.C., issued March 10, 1989, § 60.2-212

Commission Decision L-233, Brooks Transfer and Storage v. V.E.C., issued June 30, 1989, § 60.2-212.1

Commission Decision L-234, W. A. Weaver, t/a Weaver Trucking Company v. V.E.C., issued October 30, 1989, § 60.2-212.1

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Commission Decision L-237, Miles X. Wickman, t/a Commart, Incorporated v. V.E.C., issued February 8, 1989, § 60.2-212

Commission Decision L-238, Vanessa General Builders v. V.E.C., issued June 13, 1989, § 60.2-535

Commission Decision L-240, Chesapeake Food, Inc., t/a Chili's Hamburger Grill/Chili's Hamburger Grill and Bar v. V.E.C., issued December 21, 1988, § 60.2-210

Commission Decision L-241, Formex, Inc., t/a Formex Permanent Steel Forms v. V.E.C., issued April 12, 1989, § 60.2-535

Commission Decision L-244, Saunders and Desaulniers v. V.E.C., issued September 13, 1989, § 60.2-535

Commission Decision L-245, David L. Zeigler, t/a National Promotion Sales v. V.E.C., issued May 25, 1989, § 60.2-219(20), 212

Commission Decision L-246, Roberts Piano Company, Inc. v. V.E.C., issued December 20, 1989, § 60.2-212

Commission Decision L-247, Hair Survival Center, Inc., t/a NU Image Hair Replacement Center v. V.E.C., issued July 17, 1989, § 60.2-212

Commission Decision L-248, Smokey Mountain Secrets, Inc., t/a SMS Marketing v. V.E.C., issued September 29, 1989, § 60.2-219(20), 212

Commission Decision L-249, Mann and Associates v. V.E.C., issued August 8, 1989, § 60.2-212

Commission Decision L-250, CLEO Gilbert Gross, t/a Star City Safe, Lock and Gun Company v. V.E.C., issued August 8, 1989, § 60.2-212

Commission Decision L-253, GandR, Inc. v. V.E.C., issued October 30, 1989, § 60.2-212

Commission Decision L-254, Donald's Restaurant, Inc. v. V.E.C., issued November 15, 1989, § 60.2-212

Commission Decision L-255, G and W Restaurant, Inc, t/a Donald's Go Go World Chesapeake v. V.E.C., issued January 31, 1990, § 60.2-212

Commission Decision L-257, Salzberg Appraisals, Inc. v. V.E.C., issued September 25, 1989, § 60.2-212

Commission Decision L-258, Queen of the Sea Hair Designs, Inc. v. V.E.C., issued January 31, 1990, § 60.2-212, 219(25)

Commission Decision L-260, Associated Fire Protection of Virginia, Inc. v. V.E.C., issued March 19, 1990, § 60.2-212

Commission Decision L-261, Nash Construction Company, Inc. v. V.E.C., issued September 25, 1989, § 60.2-535

Commission Decision L-262, Rocky Mountain Energy Exchange Corp. v. V.E.C., issued November 2, 1989, § 60.2-212

Commission Decision L-263, Robert E. Long, LTD, v. V.E.C., issued October 30, 1989, § 60.2-535

Commission Decision L-264, David Bell and Associates v. V.E.C., issued September 25, 1989, § 60.2-212

Commission Decision L-268, Blue Horizons Travel, Inc., v. V.E.C., issued October 30, 1989, § 60.2-212

Commission Decision L-269, George M. Harvey, t/a RU Living Apartments v. V.E.C., issued January 31, 1990, § 60.2-212

Commission Decision L-270, Milton Appraisal Company Inc. v. V.E.C., issued March 7, 1990, § 60.2-212

Commission Decision L-271, Doris E. Riley, t/a DER Appraisal Associates v. V.E.C., issued March 28, 1990, § 60.2-212

Commission Decision L-272, The Investigative Files, LTD. v. V.E.C., issued May 3, 1990, § 60.2-212

Commission Decision L-273, Quality Travel Service, Inc. v. V.E.C., issued August 31, 1990, § 60.2-212

Commission Decision L-274, Bay Construction Company, Inc. v. V.E.C., issued March 9, 1990, § 60.2-212

Commission Decision L-275, David Mawyer, t/a Davis's Masonry v. V.E.C., issued March 30, 1990, § 60.2-212, 219(16)

Commission Decision L-276, James E. Lucas, t/a Lucas Real Estate Appraisal Service v. V.E.C., issued May 18, 1990, § 60.2-212

Commission Decision L-278, Business Telephone Systems, A Division of Phone Shop, Inc. v. V.E.C., issued April 2, 1990, § 60.2-212

Commission Decision L-279, Town of Shenandoah, Virginia v. V.E.C., issued August 9, 1990, § 60.2-212, 213(A)(3)

Commission Decision L-280, Biggs and Fleet Reporting Service v. V.E.C., issued December 12, 1990, § 60.2-212

Commission Decision L-281, C. G. and N. Painting, Inc. v. V.E.C., issued March 14, 1990, § 60.2-212

Commission Decision L-283, Lime Light Productions, Inc., v. V.E.C., issued August 9, 1991, § 60.2-212

Commission Decision L-284, Henry A. Morrisette, t/a Morrisette Construction v. V.E.C., issued August 15, 1990, § 60.2-212

Commission Decision L-285, George Woolridge, t/a Woolridge Trucking Company v. V.E.C., issued September 14, 1990, § 60.2-212, 212.1

Commission Decision L-286, E and G Rentals, Inc., t/a Ad Spec v. V.E.C., issued August 9, 1990, § 60.2-212, 219(20)

Commission Decision L-287, Zena L. Herring-Rose, t/a Waves on Leigh Beauty Salon v. V.E.C., issued July 20, 1990, § 60.2-212

Commission Decision L-288, Cardinal Basketball Officials Association, Inc. v. V.E.C., issued August 10, 1990, § 60.2-212

Commission Decision L-289, Solutions Associates, Inc. v. V.E.C., issued June 28, 1991, § 60.2-212

Commission Decision L-290, Gravely Construction Company, Inc. v. V.E.C., issued March 9, 1992, § 60.2-212

Commission Decision L-291, Landmark Communications, Inc., t/a The Virginian Pilot and The Ledger-Star v. V.E.C., issued October 26, 1990, § 60.2-210, 212

Commission Decision L-298, National Food Enterprises, t/a Design Cuisine v. V.E.C., issued April 13, 1992, § 60.2-212

Commission Decision L-300, Sales Talk, Inc. v. V.E.C., issued March 23, 1992, § 60.2-212

Commission Decision L-301, Accent on Entertainment, Inc., v. V.E.C., issued March 23, 1992, § 60.2-212

Commission Decision L-302, Southeast Ocean Services, Inc. v. V.E.C., issued March 28, 1991, § 60.2-212

Commission Decision L-303, The Freeport Trust Partnership v. V.E.C., issued April 13, 1992, § 60.2-212

Commission Decision L-304, American Of Lynchburg, Inc., t/a Embassy Carpets and Design Center v. V.E.C., issued April 19, 1991, § 60.2-212

Commission Decision L-306, Donald Truax Construction, Inc. v. V.E.C., issued April 13, 1992, § 60.2-212

Commission Decision L-307, Evelyn Coleman, t/a The Agency v. V.E.C., issued April 13, 1992, § 60.2-212, 219(7), 215

Commission Decision L-311, J.H. Kim Aluminum Siding Co. v. V.E.C., issued August 23, 1991, § 60.2-212

Commission Decision L-312, Henry B. McIntosh, t/a Square Deal Barber Shop v. V.E.C., issued April 28, 1992, § 60.2-212, 219(25)

Commission Decision L-313, Okley H. Pullen, Sr., t/a Pullen Painting and Remodeling v. V.E.C., issued February 2, 1994, § 60.2-212

Commission Decision L-314, Stuart C. Siegel v. V.E.C., issued May 6, 1992, § 60.2-201, 214, 215

Commission Decision L-315, Valley Poultry and Produce, Inc. v. V.E.C., issued April 28, 1992, § 60.2-212

Commission Decision L-319, Witchduck Child Care Associates, L.P. v. V.E.C., issued May 11, 1992, § 60.2-535, 523(B)

Commission Decision L-320, Warren c. Snyder, t/a Warren Snyder Contractor v. V.E.C., issued April 13, 1992, § 60.2-212

Commission Decision L-322, Paragon Business Services, Inc. v. V.E.C., issued December 16, 1993, § 60.2-212

Commission Decision L-328, Finance Business Forms, Inc. v. V.E.C., issued January 22, 1993, § 60.2-212

Commission Decision L-329, Pembroke Hall, Inc. v. V.E.C., issued April 30, 1994, § 60.2-212

Commission Decision L-330, GIC Agricultural Group v. V.E.C., issued April 30, 1994, § 60.2-212

Commission Decision L-331, William T. Edwards, t/a New Generations v. V.E.C., issued January 22, 1993, § 60.2-219(20)

Commission Decision L-332, Housing Concepts, Inc. v. V.E.C., issued August 31, 1993, § 60.2-212

Commission Decision L-337, Richard Parks t/a Swing City v. V.E.C., issued February 2, 1994, § 60.2-212

Commission Decision L-338, Heninger Enterprises, Inc. v. V.E.C., issued April 19, 1993, § 60.2-212

Commission Decision L-340, Joseph and Helen Frederico t/a The Window Man v. V.E.C., issued May 12, 1995, § 60.2-212, 219(20)

Commission Decision L-342, Marketing Plus Associates v. V.E.C., issued May 10, 1994, § 60.2-212

Commission Decision L-343, Security Trans-Continental Inc. v. V.E.C., issued January 12, 1994, § 60.2-535

Commission Decision L-345, Frank R. Williams, t/a Interstate Battery v. V.E.C., issued June 9, 1995, § 60.2-212, 535

Commission Decision L-350, Arctic Chill, Inc. v. V.E.C., issued January 7, 1994, § 60.2-212

Commission Decision L-351, Green Thumb Enterprises, Inc. v. V.E.C., issued April 30, 1994, § 60.2-212

Commission Decision L-353, Rodin and Smith Enterprises, Inc. t/a America's Pride Steak and Seafood v. V.E.C., issued December 14, 1995, § 60.2-212, 219(20)

Commission Decision L-357, Mobile Medex, Inc. v. V.E.C., issued May 10, 1996, § 60.2-212

Commission Decision L-360, The Supreme Court of Virginia v. V.E.C., issued July 21, 1994, § 60.2-213(B)(6)(b)

Commission Decision L-361, Lucy Corr Nursing Home v. V.E.C., issued July 25, 1994, § 60.2-212, 219(11)

Commission Decision L-364, Techpar v. V.E.C., issued January 11, 1996, § 60.2-212

Commission Decision L-365, Advanced Technology Systems Inc. v. V.E.C., issued February 7, 1996, § 60.2-212

Commission Order L-366, J. Daniel Labriola, DDS, PC v. V.E.C., issued December 29, 1995, § 60.2-535

Commission Decision L-367, Capital Recovery Service, Inc. v. V.E.C., issued September 30, 1994, § 60.2-212

Commission Decision L-368, Profitwear Systems Group v. V.E.C., issued October 26, 1994, § 60.2-212

Commission Decision L-369, Prime Real Estate Corporation v. V.E.C., issued November 3, 1995, § 60.2-212, 219(13)

Commission Decision L-370, Emily Gilbert, t/a Gilbert's Construction v. V.E.C., issued June 9, 1995, § 60.2-212

Commission Decision L-371, Prestige Remodeling and Construction v. V.E.C., issued June 9, 1995, § 60.2-212

Commission Decision L-373, Stephen Randy Powell, t/a Energy Improvements v. V.E.C., issued June 14, 1995, § 60.2-212

Commission Decision L-375, Lois H. Bell t/a Physical Data Service v. V.E.C., issued March 3, 1995, § 60.2-212

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Commission Decision L-377, Brothers Siding Company, Inc. v. V.E.C., issued May 9, 1996, § 60.2-212

Commission Decision L-379, Thorsen, Page and Marchant v. V.E.C., issued May 10, 1996, § 60.2-535

Commission Decision L-381, Commonwealth Book and Supply Co., t/a Virginia Book Company v. V.E.C., issued April 28, 1995, § 60.2-212

Commission Decision L-383, Sherertz Franklin Crawford Shaffner, Inc. v. V.E.C., issued January 23, 1995, § 60.2-212

Commission Decision L-385, Corpak, Inc. v. V.E.C., issued June 9, 1995, § 60.2-212

Commission Decision L-386, Jack Mowery, t/a Mowery Trucking Company v. V.E.C., issued May 9, 1996, § 60.2-212, 212.1

Commission Decision L-388, Contract Security Services, Inc. v. V.E.C., issued January 11, 1996, § 60.2-212

Commission Decision L-390, Christopher C. North v. V.E.C., issued August 30, 1995, § 60.2-212

Commission Decision L-392, DSI, Incorporated v. V.E.C., issued May 14, 1996, § 60.2-212

Commission Decision L-394, CHI Ventures, Inc. v. V.E.C., issued January 3, 1996, § 60.2-212, 210

Commission Decision L-395, B S and E, Inc. v. V.E.C., issued May 12, 1995, § 60.2-212, 219(20)

Commission Decision L-398, The Porter Blaine Corporation v. V.E.C., issued May 14, 1996, § 60.2-212

Commission Decision L-400, Aerofin Corporation v. V.E.C., issued January 19, 1996, § 60.2-212

Commission Decision L-401, RW's Auto Top and Glass, Inc. v. V.E.C., issued May 10, 1996, § 60.2-535

Commission Decision L-402, Budget Carpet Cleaners v. V.E.C., issued January 3, 1996, § 60.2-212

Commission Decision L-405, Computers by Design v. V.E.C., issued January 11, 1996, § 60.2-212

Commission Decision L-407, W. P. Trucking, Inc. v. V.E.C., issued January 11, 1996, § 60.2-212

Commission Decision L-408, Theracare, Inc. v. V.E.C., issued January 3, 1996, § 60.2-212

Commission Decision L-411, Bless Homes Corporation v. V.E.C., issued May 8, 1996, § 60.2-212

Commission Decision L-412, Telephone Bill Auditing Services, Inc. v. V.E.C., issued May 14, 1996, § 60.2-535

Commission Decision L-416, Boulevard Auto Mart, Inc. v. V.E.C., issued May 10, 1996, § 60.2-212

Commission Decision L-417, Knox Creek Coal Corporation v. V.E.C., issued March 4, 1996, § 60.2-212

Commission Decision L-421, A.F.S. Courier Systems, Inc. v. V.E.C., issued May 21, 1996, § 60.2-219(22)

Commission Order L-422, Laser Courier, Inc. V.E.C., issued January 18, 1996, § 60.2-219(22)

Commission Decision L-424, James M. Ozeki, t/a Star Chick Sexing Service v. V.E.C., et al, issued March 31, 1998, § 60.2-212

Commission Decision L-426, Raymond and Colesar v. V.E.C., issued August 23, 1996, § 60.2-535

Commission Decision L-427, Landmark Communications v. V.E.C., issued April 25, 1997, § 60.2-212, 219(20)

Commission Decision L-429, Lightwave Spectrum International v. V.E.C., issued May 21, 1996, § 60.2-212

Commission Decision L-430, Rockingham Publishing Co., Inc. v. V.E.C., issued April 25, 1997, § 60.2-212, 219(20)

Commission Decision L-432, Geoffrey Korli, t/a Unicorn Services Co., Inc. v. V.E.C., issued May 17, 1996, § 60.2-212

Commission Decision L-433, Action Digital, Inc. v. V.E.C. and Delmas-Glass, issued February 10, 1997, § 60.2-212

Commission Decision L-436, Church Schools in the Diocese of Virginia v. V.E.C. and William Hiatt, issued February 9, 1998, § 60.2-213(B)(1)

Commission Decision L-437, Frangokastella, Incorporated, t/a Hot Dog King #2 v. V.E.C., issued March 13, 1997, § 60.2-535

Commission Decision L-443, Justin Transportation, Inc. v. V.E.C. and Charles L. Hart, issued March 31, 1998, § 60.2-212

Commission Decision L-446, Health Testing Associates, Inc., t/a Examination Management Services v. V.E.C., issued March 19, 1997, § 60.2-212

Commission Decision L-447, Anne C. Ruthling v. V.E.C. and Comstock Homes, Incorporated, issued December 31, 1996, § 60.2-212, 219(13)

Commission Decision L-448, Harold G. Walker v. V.E.C. and McCann, issued December 31, 1996, Va. Code Anno. § 60.2-212, 212.1

Commission Decision L-449, Yard Bird, Inc., t/a Tzers v. V.E.C., issued April 25, 1997, § 60.2-212

Commission Decision L-452, O'Brien Industries, Inc. v. V.E.C., issued April 28, 1997, § 60.2-212

Commission Decision L-453, New Enterprises, Inc. v. V.E.C., issued January 24, 1997, § 60.2-212

Commission Decision L-455, Northern Virginia Lactation Consultants, Incorporated v. V.E.C., issued July 23, 1998, § 60.2-212

Commission Decision L-457, Optical Elements Corp. v. V.E.C. and Parham, issued March 4, 1997, Va. Code Anno. v § 60.2-212

Commission Decision L-458, Heflin and Williams, Inc. v. V.E.C., issued April 25, 1997, § 60.2-212

Commission Decision L-459, New Age Systems, Inc. v. V.E.C., issued April 30, 1997, § 60.2-212

Commission Decision L-460, Virginia Art Castings v. V.E.C., issued March 31, 1998, § 60.2-535

Commission Decision L-467, Potomac Corporation of Virginia v. V.E.C., issued August 20, 1998, § 60.2-212

Commission Decision L-472, C-Lutions, Inc. v. V.E.C., issued August 20, 1998, § 60.2-212

DEPARTMENT OF EMPLOYMENT DISPUTE RESOLUTION

Copies of the following documents may be viewed during regular workdays from 8 a.m. until 5:00 p.m. at the Department of Employment Dispute Resolution, 830 East Main Street, Suite 400, Richmond, VA 23219. Copies may be obtained free of charge by contacting Doris Harris-Price at the same address, telephone (804) 786-7994, toll free (888) 232-3842, FAX (804) 786-0100 or e-mail administrator@edr.state.va.us.

Questions regarding interpretation or implementation of the documents may be directed to Neil A. G. McPhie, Director, Department of Employment Dispute Resolution, 830 East Main Street, Suite 400, Richmond, VA 23219, telephone (804) 786-7994, toll free (888) 232-3842, FAX (804) 786-0100 or e-mail administrator@edr.state.va.us.

Guidance Documents:

Grievance Procedure Manual, revised June 2000, effective date July 1, 2000, § 2.1-116.01 et seq.

Rules for Conducting Grievance Hearings, revised January 1, 1998, § 2.1-116.01 et seq.

Mediation Guidelines, revised January 1, 1998, § 2.1-116.01 et seq.

DEPARTMENT OF ENVIRONMENTAL QUALITY

The Department of Environmental Quality has numerous documents in use which guide staff in the implementation of the regulations adopted by the three boards: State Air Pollution Control Board, Virginia Waste Management Board and State Water Control Board. In accordance with state law, the department will publish an annual list of guidance documents.

The list which follows contains documents prepared by the department. It does not include documents which merely restate regulatory provisions in a different format such as checklists or boilerplates, nor does it include guidance documents developed by other federal and state agencies.

Requests for copies of any of the documents listed are considered a request for information under the Freedom of Information Act. There is a charge for copies. Unless a cost is specifically listed, the charge will be based on the department's FOIA Policy.

Requests for copies or questions regarding interpretation of Waste Division Guidance should be directed to: Central Office Waste Division, 629 E. Main Street, P.O. Box 10009, Richmond, VA 23240, telephone (804) 629-4147.

Requests for copies or questions regarding interpretation of the FOIA Policy should be directed to: Central Office FOIA Coordinator, 629 E. Main Street, P.O. Box 10009, Richmond, VA 23240, telephone (804) 698-4315.

Requests for copies or questions regarding interpretation of the Litter Prevention and Recycling documents should be directed to: Coordinator, Litter Control and Recycling, Department of Environmental Quality, 629 E. Main Street, P.O. Box 10009, Richmond, VA 23240, telephone (804) 698-4003.

Requests for copies or questions regarding interpretation of any of the other guidance documents should be directed to the appropriate regional office:

Abingdon Regional Office, 355 Deadmore Street, P.O. Box 1688, Abingdon, VA 24210, telephone (540) 676-4800.

Valley Regional Office, 4411 Early Road, Harrisonburg, VA 22801, telephone (540) 574-7800.

Piedmont Regional Office, 4949 A Cox Road, Glen Allen, VA 23060, telephone (804) 527-5020.

West Central Regional Office, 3019 Peters Creek Road, Roanoke, VA 24019, telephone (540) 562-6700.

Tidewater Regional Office, 5636 Southern Boulevard, Virginia Beach, VA 23462, telephone (757) 518-2000.

Northern Regional Office, 13901 Crown Court, Woodbridge, VA 22193, telephone (703) 583-3800.

Copies may also be requested by writing to: FOIA Coordinator, Department of Environmental Quality, P.O. Box 10009, Richmond, VA 23240.

Ground Water Withdrawal Guidance Documents:

93-005, Preliminary Ground Water Withdrawal Application Guidance, May 12, 1993, 9 VAC 25-610-10 et seq., 4 pages with 2 attachments

94-004, Procedures to Issue Ground Water Withdrawal Permits Based on Historic Use, April 21, 1994, 9 VAC 25-610-10 et seq., 4 pages with 7 attachments

99-2005, Ground Water Withdrawal Permit Procedures Manual, June 1, 1999, 9 VAC 25-610-10 et seq., 21 pages, 32 attachments

Water Permit Support Guidance Documents:

Virginia Pollutant Discharge Elimination System (VPDES) Permit Manual, July 1995

92-016, Virginia Pollution Abatement (VPA) Permit Manual, June 1992

90-011, Interpretation of Nutrient Policy, Holt, April 20, 1990, 4 pages

Guidance Documents

- 90-016, Use of State Model by Consultants, Phillips, July 2, 1990, 1 page
- 90-018, Use of Form Letters to Advise Consultants/Responsible Parties of Expected Review Date for Their Submittals, Chance, July 12, 1990, 2 pages
- 91-004, Permits/Certificates Approved at Board Meetings, Ayers, February 1, 1991, 2 pages
- 91-006, Purchase of Sample Containers, Cook, February 20, 1991, 5 pages
- 91-007, Sample Volumes for Nonmetals Lab, Cook, February 20, 1991, 1 page
- 91-020, Modifications to September 8, 1989 Guidance Memo "VPDES Permitting Strategy for Discharges Resulting From UST Remediation Projects and Similar Projects," Buehler, 10/1/91, 1 page
- 91-026, Oil and Grease Analysis Manual, Purcell, 11/18/91, 25 pages
- 91-028, Procedure for Assigning Numbers to Permits, Buehler, 12/10/91, 1 page
- 92-005, Pretreatment Program Priorities, Lawson, 2/27/92, 3 pages
- 92-006, Authorization to Issue Certifications for Tax Exemptions, Lawson, 3/9/92, 27 pages
- 92-013, Reporting of BOD₅ Results for VPDES Monitoring, Purcell, 4/21/92, 2 pages
- 92-018, VPA Permit Program, Lawson, 8/28/92, 3 pages
- 93-002, Guidance on Waiver of Virginia Water Protection Permits, Lawson, 2/08/93, 4 pages
- 93-006, Regional Director Authorization to Process VPA Permits for Land Application of Municipal Sewage Sludge, Lawson, 3/12/93, 52 pages
- 93-007, VPA Manual Update-New PAN Uptake Tables, Wells, 4/07/93, 3 pages
- 93-008, DEQ Water Division Water Purification Systems Contaminants, McMillan, 4/20/93, 4 pages
- 93-014, Violation Reporting Procedures, Bigelow, 6/17/93, 7 pages
- 93-022, Regional Directors Authorization to Process VPA Permits for Food Processing Category, Ferguson, 9/20/93, 2 pages
- 93-023, Procedures for Processing VPA Permits for the Food Processing Category, Ferguson, 9/20/93, 45 pages
- 93-029, Procedures for Implementing the TMProgram, Lawson, 12/20/93, 201 pages
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- 93-024S, Part B Transmittal to Water Division, 11/01/93, 9 VAC 20-80, 1 page
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- 93-026S, Permit-by-Rule Submittals - Handling of Leachate, 11/09/93, 9 VAC 20-80, 3 pages
- 94-001S, Notice of Intent and Local Government Certifications, 01/06/94, 9 VAC 20-80, 1 page
- 94-002S, Permit-by-Rule Site Plan, 01/21/94, 9 VAC 20-80, 1 page
- 94-003S, Leachate Storage, 01/21/94, 9 VAC 20-80, 1 page
- 94-004S, Airport Siting Requirement, 05/09/94, 9 VAC 20-80, 2 pages
- 94-005S, Petroleum Contaminated Soils - Analytical Methods, 06/14/94, 9 VAC 20-80, 1 page
- 94-006S, Checklists for Medical Waste PBRs, 06/29/94, 9 VAC 20-80, 13 pages
- 94-007S, Work Related Issues, 07/15/94, 1 page
- 94-008S, Guidelines for the Storage of Tires at Sanitary Landfills, 07/20/94, 9 VAC 20-80, 6 pages
- 94-009S, Gas Condensate Recirculation, 08/23/94, 9 VAC 20-80, 1 page
- 94-010H, Hazardous Waste Permit and Closure Plan Processing Guidelines, 10/25/94, 9 VAC 20-60, 6 pages
- 94-011S, Requirements for Handling Waste Tires, 12/15/94, 9 VAC 20-80, 3 pages
- 95-001aS, Petroleum Contaminated Soils, 2/9/95, 2 pages
- 95-001S, Updated Public Notice Mailing List, 02/02/95, 9 VAC 20-80, 3 pages
- 95-002H, Withdrawal of Permit Applications, 03/20/95, 9 VAC 20-60, 3 pages
- 95-003aS, Determination of Point of Compliance, 5/30/95, 1 page
- 95-003S, Financial Assurance, 05/30/95, 9 VAC 20-60 and 9 VAC 20-70, 1 page
- 95-004S, Financial Assurance for Transfer Stations, 06/19/95, 9 VAC 20-70, 2 pages
- 95-006B, Permit Related Issues, 06/30/95, 9 VAC 20-60 and 9 VAC 20-80, 2 pages
- 95-006aH, Two Tier Approach to Hazardous Waste ACLs and Reduction of Post Closure Period, 7/5/95, 1 page
- Guidance Document and Submission Package for Site Remediation and Cleanup Using Health Based Standards, Risk Exposure and Analysis Modeling System (REAMS), 11/01/94, 130 pages
- 95-007S, Landfill Gas Management, 08/14/95, 9 VAC 20-80, 1 page

95-008S, Determination of Substantial Present or Potential Threat to Human Health or the Environment, 9/22/95, 2 pages.

96-001aS, Permit Amendments for Gas Control at Landfills, 1/29/96, 2 pages

96-001B, Permit Procedures - Public Notice of Draft Permit, 01/18/96, 9 VAC 20-60 and 9 VAC 20-80, 2 pages

96-002S, New Condition in Solid Waste Permits, 04/16/96, § 10.1-1408 D 1, 2 pages

96-003S, Clarification of Public Notice Requirements for Permit Modifications, 04/24/96, 9 VAC 20-80, 1 page

96-004B, Additional Public Notice Procedures for Draft Permits, 05/14/96, §§ 9-6.14:22 C and 10.1-1402.01, 1 page

96-005S, Permit Appeal Language for Solid Waste Permits, 05/24/96, 3 pages

96-006H, Scope of Facilities Subject to Corrective Action under RCRA Subtitle C, 06/10/96, 1 page

96-007S, New Condition in Permits by Rule, 07/22/96, § 10.1-1408 D 1, 2 pages

96-008B, Addendum to Policy for the Handling of Investigation Derived Waste, 07/24/96, 9 VAC 20-60 and 9 VAC 20-80, 1 page

96-009H, Siting Requirements for Hazardous Waste Management Facilities, 9 VAC 20-50, 1 page

97-2001, Discarded Sand Blast Grit Policy, 9 VAC 20-80, 02/14/97, § 10.1-1408 1 N (H.B. 1911), Notice of Expansion for Category 2 and Category 3 Facilities, 10/14/97, 10.1-1408 1 N, 2 pages

97-001H, Transporter Permit and Recycling Application Review Guidelines, 9 VAC 20-60-10 et seq. and 9 VAC 20-80-10 et seq., September 17, 1997, 3 pages

97-002S, Notice of Expansion for Category 2 and Category 3 Facilities, § 10.1-1408 of the Code of Virginia, October 17, 1997, 2 pages

98-001S, Permit Amendments for the Establishment of Groundwater Protection Standards, March 30, 1998, 3 pages

99-001S, Implementation Guidance for 1999 Legislation, §§ 10.1-1408.1 D 1 and 2, 7/23/99, 16 pages

99-002S, Siting and Part A Requirements for SLF – House Bills 2557 and Senate Bill 1309, 7/23/99, 39 pages

99-003S, Special Provisions Regarding Wetlands, 7/23/99, 6 pages

99-004S, Solid Waste Permit Moratorium, 7/23/99, 4 pages

Waste Procedure #2, Siting and Part A Application Requirements for Sanitary Landfills; House Bill 959 Modifications to Code of Virginia Sections 10.1-1408.1 and 1408.3, 8/8/00, 43 pages.

Waste Procedure #3, Director's Determination- Revised Procedure; Va. Code Section 10.1-1408.1.D., 8/8/00, 17 pages.

Waste Procedure #4, Local Government Certification for Non-Captive Industrial Waste Landfills; Amendment to Va. Code Section 10.1-1408.1.B. (HB 981), 8/8/00, 2 pages.

Waste Procedure #5, Hazardous Waste Emergency Permits, 9 VAC 20-60, 10/13/00, 3 pages.

Hazardous Waste (RCRA) Applications and Compliance Assistance Guidance Documents:

What is Satellite Accumulation?, When Does the Accumulation Date Begin?, rev. 7/95 (11/93), 1 page

Synopsis of Requirements for Conditionally Exempt Small Quantity Generators, rev. 3/12/96, 2 pages

Synopsis of Requirements for 100-1000 kg/mo Generators, rev. 4/93 (8/23/88), 2 pages

Synopsis of Requirements for 100-1000 kg/mo Generators - Dry Cleaners, rev. 4/93 (8/23/88), 2 pages

Synopsis of Requirements for 100-1000 kg/mo Generators - Vehicle Maintenance, rev. 4/93 (8/23/88), 2 pages

Basic RCRA: Handout Notes (SW/HW Definition, Characteristic/Listed Wastes, Basic Requirements), rev. n/a, 5 pages

Regulated Used Oil Summary, rev. 4/96 (4/91), 3 pages

Used Oil Recycling In Virginia - Information for "Do-It-Yourself" Oil Collectors (and Addendum), rev. 4/96, 3 pages

Mixtures of Petroleum Products and Water: Criteria for Conditional Exclusion from Regulation as a Hazardous Waste, rev. 9/11/96, 5 pages

Management of Used Antifreeze, rev. 7/31/95, 1 page

Recyclable Materials: Lead-Acid Batteries Being Reclaimed, rev. 11/95, 1 page

How Do You Manage Contaminated Rags?, rev. 2/94, 1 page

Disposal of Spent Fluorescent Lamps; and Addendum Comments, rev. 2/26/96, 4 pages

Disposal of PCB Small Capacitors Fluorescent Light Ballasts, rev. 5/3/96, 2 pages

Precious Metal Recovery: Photographic Silver, rev. 6/95 (2/17/93), 2 pages

Management of Household Chemical Waste - Synopsis, rev. 6/95, 2 pages

Interim Recommendations for Household Hazardous Waste Collection, rev. 5/93, 3 pages

Hazardous Waste Treatment In Tanks and Containers (Draft), rev. n/a, 3 pages

Who Is the Generator? - Letter to NORSHIPCO "Determination of Generator Status," 7/29/92, 4 pages

Site Access and Waivers - Inspection Guidance Memorandum, 7/23/93, 1 page

Guidance Documents

Interim Recommendations for Conditionally Exempt Small Quantity Generator (CESQG) Collection Programs, S. Frazier, Rev. 4/97

Management of Mercury Containing Lamps as Universal Waste, S Frazier, Rev 4/99 – located on the DEQ webpage

Waste Tire Program Guidance Documents:

Waste Tire Program Document No. 151, Waste Tire Certificate (WTC) Instructions, 6/95, 1 page

Waste Tire Program Document No. 160, Standards for Use of Tire Chips in a Residential Septic Drainfield, 8/97, 1 page

Waste Tire Program Document No. 134, Waste Tire Amnesty Guidelines, 10/98, 1 page

Waste Tire Program Document No. 166, Utilization of Waste Tire Shred/Chips, 4/99, 2 pages

Aboveground/Underground Storage Tank and Vessel Program Guidance Documents:

03-015, Ability to Pay Policy/Individual, September 1993, 5 pages

03-016, Ability to Pay Policy/Corporate, September 1993, 9 pages

03-017, Ability to Pay Policy/Estate, August 1994, 8 pages

03-018, Ability to Pay Policy/Bankruptcy, January 1996, 1 page

03-019, Ability to Pay Policy/Partnerships, April, 1998, 5 pages

Financial Responsibility Requirements for Petroleum Underground Storage Tank Owners and Operators, January 1996, 2 pages

Financial Responsibility Demonstration Requirements for Local Governments, January 1997, 9 pages

Third Party Disbursements Guidelines

Virginia Petroleum Storage Tank Fund Cost Recovery for Petroleum Underground and Aboveground Storage Tanks

Virginia Petroleum Storage Tank Fund Cost Recovery for Discharges from Non-Tank Sources

Federal LUST Trust Fund Cost Recovery

94-002, Groundwater Characterization Guidelines, February 1994, 18 pages

AST Permanent Closure

AST Closure Site Assessment, Fact Sheet

99-2004, Storage Tank Program Technical Manual Revision 2/J. Barnett, May 12, 1999, 310 pages

99-2006, DEQ Storage Tank Program Quality Management Plan/J. Barnett, June 23, 1999, 31 pages

00-2004, Virginia Petroleum Storage Tank Fund Reimbursement Guidance Manual Volume 1/Applicatoin Process, 152 pages, Volume2 UCR Schedules 3rd Edition, S. Williams, February 8,2000, 124 pages

00-2014, Quality Assurance Project Plan for the State Lead Program, J. Barnett, September 13, 2000, 212 pages

00-2017, Applicability of Article II to discharges of CERCLA regulated substances, F. Cunningham, November 6, 2000, 4 pages

Underground Storage Tank Notification Form 7530-1, July 1997, 5 pages

Aboveground Storage Tank Registration Form 7540-AST, June 1998, 9 pages

Guidelines and Applications for Tank Vessel Financial Responsibility and Tank Vessel Oil Discharge Contingency Plans, rev. July 1999, 17 pages

Enforcement Guidance Documents:

Enforcement Manual, 12/1/99, 199 pages

Environmental Research and Standards (Water) Guidance Documents:

93-021, Antidegradation Implementation Guidance, 7/27/93, 9 VAC 25-260-30, 9 pages

Advisory Notification of Effluent Limits for Swamp and Marsh Waters, 2/9/87, 9 VAC 25-260-50, 3 pages

Joint State Water Control Board and Virginia Health Department Modified Disinfection Requirements Protocol for VR 680-21-02.2, 1990, 9 VAC 25-260-170, 19 pages

Halogen Ban Variances for Public Entities, 1992, 9 VAC 25-260-110, 12 pages

New Standards Interpretation, 2/24/92, 9 VAC 25-260 et seq., 2 pages

Water Quality Standards Interpretation of Biologically Based Flows, Low Flow Application and Mixing Zones, 11/2/92, 9 VAC 25-260-20, 9 VAC 25-260-40, 9 VAC 25-260-140 B, 4 pages

Guidance for Exceptional Surface Waters Designations in Antidegradation Policy Section of Water Quality Standards, Gregory, November 4, 1997, 9 VAC 25-260-30, 8 pages

Interpretation of Fecal Coliform Bacteria and Mixing Zones, 4/20/93, 9 VAC 25-260-170, 2 pages

Interpretation of Tributyltin Water Quality Standard, 10/21/94, 9 VAC 25-260-130, 19 pages

Interpretation of Water Quality Standard for Cyanide, 11/1/94, 9 VAC 25-260-140 B, 1 page

Guidance on Application of Public Water Supply Designations, 11/2/94, 9 VAC 25-260-390 et seq., 2 pages

Quality Assurance/Quality Control Project Plan for the Fish Tissue and Sediment Monitoring Program, § 62.1-44.15(2) of the Code of Virginia, August 1998, 1271 pages

Administrative Guidance Documents:

Virginia Freedom of Information Act Compliance, Treacy, November 16, 2000, 36 pages

Litter Prevention and Recycling Education Programs, 12/29/95

Litter Prevention and Recycling Grants, 7/22/96

Procedures for Environmental Impact Review of Major State Facilities, § 10.1-1191 of the Code of Virginia, December 12, 1998, 41 pages

Virginia Water Quality Improvement Fund – Guidelines, November 1, 1999

Virginia Wastewater Revolving Loan Fund Program Design Manual, Revised August 12, 1999, D. Wampler, 34 pages

Procedural Guidelines for Virginia's Wastewater Revolving Loan Fund, Revised October 1999, D. Wampler, 56 pages

Virginia Agricultural BMP Loan Program Guidelines, FY2000 adopted by the State Water Control Board, D. Wampler, December 7, 1999, 15 pages

DEPARTMENT OF FIRE PROGRAMS

Copies of the following documents may be viewed during regular work days from 8:30 a.m. until 4:30 p.m. in the central office of the Virginia Department of Fire Programs, 101 North 14th Street, 18th Floor, Richmond, VA 23219. Copies may be obtained free of charge by contacting James L. Jenkins, Jr., Division Chief, Policy Office, Virginia Department of Fire Programs, 101 North 14th Street, 18th Floor, Richmond, VA 23219, telephone (804) 371-0220, FAX (804) 371-0219 or e-mail jjenkins.vdfr@va.visi.net.

Questions regarding interpretation or implementation of the following documents may be directed to Troy H. Lapetina, Executive Director, Virginia Department of Fire Programs, 101 North 14th Street, 18th Floor, Richmond, VA 23219, telephone (804) 371-0220 or FAX (804) 371-0219.

Guidance Documents:

Policy and Procedure for the Administration of the Fire Programs Fund, approved June 20, 1998, § 38.2-401

Virginia Fire Incident Reporting System Grant Information Package, approved November 1999, § 38.2-401

Virginia Department of Fire Programs Fire Services Grant Fund – Procedure for the Award of Grants to Construct or Repair Burn Buildings throughout the Commonwealth, § 38.2-401.

Virginia Fire Programs Emergency Fund, approved October 15, 1999

General Publications:

The following publications are available for the general public. Costs apply where indicated. Copies of this information may be viewed and received during regular work days from 8:30 a.m. until 4:30 p.m. in the central office of the Virginia Department of Fire Programs, 101 North 14th Street, 18th Floor, Richmond, VA 23219.

Questions regarding these publications may be directed to Steven R. Skinner, Public and Legislative Affairs Manager, Virginia Department of Fire Programs, 101 North 14th Street,

18th Floor, Richmond, VA 23219, telephone (804) 371-0220 or FAX (804) 371-0219.

Virginia Department of Fire Programs Quarterly, \$2.00 per copy (journal; published quarterly)

Virginia Fire Safety and Prevention Resource Guide (brochure)

DEPARTMENT OF FORESTRY

Copies of the following documents may be viewed during regular work days from 8 a.m. until 4:30 p.m. in the office of the Department of Forestry, 900 Natural Resources Drive, Room 1144, Charlottesville, VA 22903. Copies may be obtained free of charge by contacting Becky Woodson at the same address, telephone (804) 977-6555 or FAX (804) 296-2369.

Questions regarding interpretation or implementation of Alternate Management Plans or Reforestation of Timberlands Policy may be directed to Phil Grimm, Department of Forestry, 900 Natural Resources Drive, P.O. Box 3758, Charlottesville, VA 22903, telephone (804) 977-6555, FAX (804) 296-2369, or e-mail grimpp@dof.state.va.us.

Copies of the water quality enforcement documents may be viewed during regular work days from 8 a.m. until 4:30 p.m. in the office of the Department of Forestry, 900 Natural Resources Drive, Room 2108, Charlottesville, VA 22903. Copies may be obtained free of charge by contacting Brenda Taylor at the same address, telephone (804) 977-6555 or FAX (804) 977-7749.

Questions regarding interpretation or implementation of water quality enforcement documents may be directed to Matt Poirot, Department of Forestry, 900 Natural Resources Drive, P.O. Box 3758, Charlottesville, VA 22903, telephone (804) 977-6555, FAX (804) 296-2369, or e-mail poirotm@dof.state.va.us.

Guidance Documents:

Procedure, Alternate Management Plans (AMP) Form 3.74A, revised July 1, 2000, §§ 10.1-1162-1169

Procedure, Reforestation of Timberlands Policy, revised July 1, 2000, §§ 10.1-1170-1176

Procedure, Water Quality Enforcement, revised July 1, 2000, §§ 10.1-1181.1

BOARD OF FUNERAL DIRECTORS AND EMBALMERS

Copies of the following documents may be viewed during regular work days from 8:15 a.m. until 5 p.m. at the offices of the Department of Health Professions, 6606 W. Broad Street, 4th Floor, Richmond, VA 23230. Copies may also be requested by email at fanbd@dhp.state.va.us. Questions regarding interpretation or implementation of these documents or requests for copies may be directed to Elizabeth Young Tisdale, Executive Director of the Board at the address above or by telephone at (804) 662-9907. Copies are free of charge.

Guidance Documents

Guidance Documents:

65-1, Board opinion on the review, approval, and number assignment of general price lists and itemized statements in accordance with the Federal Trade Commission Rules, adopted February 1, 1994

65-2, Board opinion on what constitutes proper advertisement requiring licensed manager's name, adopted March 15, 1994

65-3, Board opinion on what constitutes training sites for resident trainee, adopted January 10, 1995

65-4, Board instituted procedure allowing funeral service establishment voluntary compliance of noted deficiencies during routine inspections, adopted September 12, 1995

65-5, Reciprocal agreement with the District of Columbia Board of Funeral Directors, adopted by Board on December 7, 1995

65-6, Board procedures on the application process of the Resident Trainee Program, adopted April 18, 1997

65-7, Memorandum of Understanding with the Virginia Department of Agriculture and Consumer Services, May 11, 1998

65-8, Board opinion on casket stores in the Commonwealth of Virginia- adopted on June 10, 1998

65-9, Memorandum of Understanding Between the Cemetery Board of the Department of Professional and Occupational Regulation and the Board of Funeral Directors and Embalmers of the Department of Health Professions, April 2, 1999

65-10, By-Laws of the Board – adopted March 8, 2000.

DEPARTMENT OF GAME AND INLAND FISHERIES

Copies of the following Department of Game and Inland Fisheries (DGIF) guidance documents may be viewed during regular work days from 8:30 a.m. until 5 p.m. in the office of the Department of Game and Inland Fisheries, 4010 West Broad Street, Richmond, Virginia 23230. Copies of most documents listed below may be obtained at no charge. Documents listed below which are followed by an indication of the number of pages may be obtained at a cost of 25 cents per page for copying and handling. Requests for copies, and questions regarding interpretation or implementation of these documents, may be directed to the agency policy analyst and regulatory coordinator, Phil Smith, 4010 West Broad Street, Richmond, Virginia 23230, telephone (804) 367-1000 or FAX (804) 367-0488.

Guidance Documents:

General (updated 2000)

Department of Game and Inland Fisheries Mission Statement, January 1990, § 29.1-103 of the Code of Virginia

Department of Game and Inland Fisheries Fiscal Year 2001 Planned Management Document, May 2000, § 29.1-103, 77 pages

Board of Game and Inland Fisheries ("Board") Policy A-1-90, for Adoption of Policies, July 1990, § 29.1-103

Board Policy A-2-90, on Voting by Board Chairman, July 1990, § 29.1-103

Board Policy A-4-93, on Role and Responsibilities of the Board of Game and Inland Fisheries, August 1993, §§ 9-6.25, 9-6.25.3 and Title 29.1

Addendum #1 to Board Policy A-4-93 (Role and Responsibilities of the Board of Game and Inland Fisheries) on Operating Principles of the Board of Game and Inland Fisheries, March 1994, Title 29.1

Board Resolution conferring certain powers of the Board on the Director, August 1973, §§ 29.1-109 through 29.1-504 (various), 29.1-600, and 29.1-609

Regulatory Coordination (updated 2000)

Board Procedures for Wildlife Regulations, revised January 1997, §§ 29.1-103, 501 and 502

Citizen Participation in Wildlife Regulations brochure, revised February 2000, §§ 29.1-103, 501 and 502

Administrative (updated 2000)

Board Policy A-3-93, on Hunting and Fishing License Agent Appointment and Removal, July 1993, §§ 29.1-103 and 29.1-327

Board Policy A-5-93 on Financial Management Guidance, amended July 1997, §§ 29.1-101 and 29.1-101.1

Board Policy A-6-95, on Real Estate Authorizations and Documents, July 1995, § 29.1-103

Board Policy C-2-90, on Naming of Department Facilities, October 1990, § 29.1-103

Board Policy C-4-90, on Leasing of Antenna Sites, October 1990, §§ 29.1-103 and 29.1-105

Board Policy C-5-90, on Gating of Access Roads on Department Lands, October 1990, §§ 29.1-103 and 29.1-105

Board Policy Statement on Delegation of Leasing Authority for Leases of \$5000 or Less, July 1991, §§ 29.1-103 and 29.1-105

Capital Programs Administrative Procedures Manual (on capital budgeting, capital outlay, boating access site selection process, boating access maintenance, DGIF dam safety program, outdoor signage of department facilities, building permit policy for construction of state owned buildings and structures, environmental and historical investigation process, acquisition of real property, leasing real property, (real property) licenses and other temporary agreements, easements, trespass and boundary, surplus and disposal of real property, transfers to other state agencies, land record research, and real property management appendices; appendices include but are not limited to purchase contract, acquisition project statement, real property scoring worksheet, antennae policy, special use permit, shoreline management plan, trespass notice letter, and boundary marking guide sheets), October 2000, §§ 29.1-103 and 29.1-105, 325 pages

Administrative - Lifetime Hunting and Fishing Licenses (updated 2000)

Application for Lifetime Hunting and Fishing Licenses, revised April 22, 1999, §§29.1-302.1, 28.2-302.10:1

Application for Virginia Resident Disabled Veteran's Lifetime License to Hunt and Freshwater Fish in Inland Waters, revised June 1996, §29.1-302

Application for Disabled Resident Special Lifetime Hunting, Freshwater, or Saltwater Fishing Licenses, revised June 1993, §§29.1-302.1, 29.1-302.2 and 28.2-302.10

Disabled Resident Hunting and Freshwater Fishing Licenses Physician's Affidavits, revised June 1993, §§29.1-302.1 and 29.1-302.2

Lost Lifetime License Affidavit, revised March 17, 2000, §29.1-334

Game Wildlife (updated 1999)

Hunting and Trapping in Virginia, 1999-2000 Regulations, June 1999, §§ 29.1-103, 501 and 502

1999-2000 Virginia Migratory Waterfowl Seasons and Bag Limits, August 1999, § 29.1-103

1999-2000 Doves, Woodcock, Snipe, Rails, Falconry, September Canada Goose and September Teal (Virginia migratory game bird seasons and bag limits), July 1999, § 29.1-103

Virginia Migratory Game Bird Harvest Information Program brochure, 1998, § 29.1-103 and 4 VAC 15-290-140

Board Procedures for Non-Regulatory Matters and Migratory Bird Seasons and Bag Limits, January 1994, § 29.1-103

Virginia Deer Management Plan, July 1998, § 29.1-103

Restoring Our Wetlands (including Wetland Restoration Program Guide), 1998, § 29.1-103

A Guide to Virginia's Wildlife Management Areas, revised July 1996, § 29.1-103, Sixty-eight pages, five dollars

Fish (updated 2000)

2001 Virginia Freshwater Fishing Regulations, January 2001 §§ 29.1-103, 501 and 502

Board Policy B-1-90, on Wild Trout Conservation, October 1990, § 29.1-103

Board policy C-3-90, on Management of Public Fishing Lakes, October 1990, § 29.1-103

2001 Catchable Trout Stocking Plan, January 2001 § 29.1-103

2001 Trout Guide, January 2001, § 29.1-103

Fish Division Procedure and Criteria for Issuing Fish Stocking Authorizations, revised July 31, 1998, § 29.1-103

Fish Division "Kid's Fishing Day" trout-stocking policy, July 31, 1998, § 29.1-103

Threatened and Endangered Species and Wildlife Diversity (updated 2000)

Board Policy E-1-90, on Permits to Take Threatened and Endangered Species, October 1990, §§ 29.1-563 through 568 and 570

Endangered/Threatened Species Permit Application and Permit Information, revised March 24, 1998, §§ 29.1-412, 29.1-417, and 29.1-568

Special Status Species in Virginia, January 2001, §§ 29.1-563 through 568 and 570

2001 Official Listing of Native and Naturalized Fauna in Virginia, January 2001, § 29.1-100

Bald Eagle Protection Guidelines for Virginia, last updated May 15, 2000, §§ 29.1-563 through 568 and 570

Plan to Provide Safe Harbor Assurances to Landowners in Virginia Who Voluntarily Agree to Enhance Habitat for the Endangered Red-Cockaded Woodpecker, April 2000, §§ 29.1-563 through 568 and 570

Red-Cockaded Woodpecker Safe Harbor Evaluation Form for Virginia Landowners, April 2000, §§ 29.1-563 through 568 and 570

Red-Cockaded Woodpecker Safe Harbor Cooperative Agreement for Landowners Near the Nature Conservancy's Piney Grove Preserve in Sussex County, Virginia, October 2000, §§ 29.1-563 through 568 and 570

Appalachian Water Shrew Recovery Plan, approved March 2, 1994, §§ 29.1-563 through 568 and 570

Canebrake Rattlesnake Recovery Plan, approved February 1, 1991, §§ 29.1-563 through 568 and 570

Eastern Big-Eared Bat Recovery Plan, approved July 16, 1990, §§ 29.1-563 through 568 and 570

Wilson's Plover Recovery Plan, approved May 28, 1991, §§ 29.1-563 through 568 and 570

Virginia Wildlife Species Profile: Bog Turtle, No. 030061.1, November 1999, §§ 29.1-563 through 568 and 570

Virginia Wildlife Species Profile: Canebrake Rattlesnake, No. 030013.1, October 1999, §§ 29.1-563 through 568 and 570

Virginia Wildlife Species Profile: Eastern Hellbender, No. 020020.1, November 1999, §§ 29.1-563 through 568 and 570

Virginia Wildlife Species Profile: Eastern Tiger Salamander, No. 020052.1, October 1999, §§ 29.1-563 through 568 and 570

Virginia Wildlife Species Profile: Spotted Salamander, No. 020049.1, November 1999, §§ 29.1-563 through 568 and 570

Environmental Review (updated 2000)

Standard Environmental Review Procedures, adopted November 20, 1992, § 29.1-103

Guidance Documents

Permitting (updated 2000)

Animal Population Control Permit for Furbearing Animals, Application and Permit Information, August 30, 2000, § 29.1-501

Permit Application to Collect Snapping Turtles, Crayfish, and Hellgrammites for Sale, and Permit Conditions, revised September 13, 2000, § 29.1-412

Verification of Permanent Disability to Hunt with a Crossbow, revised July 8, 1998, § 29.1-519

Dog Field Trial Permit Application and Conditions, revised August 17, 1998, §§ 29.1-417 and 29.1-422

Permit Application to Exhibit Wild Animals in Virginia, and Permit Conditions, revised September 3, 1999, §§ 29.1-412 and 29.1-417

Exotic Holding (Grandfathered Species) Permit Application and Permit Conditions, revised January 6, 1998, §§ 29.1-412, 29.1-417 and 29.1-542

Exotic Species - Import Certain Non-Native Wildlife (Tilapia, Clawed Frog) Permit Application and Permit Information, revised October 2, 1997, § 29.1-542

Exotic Species – Permit to Import Certified Triploid Grass Carp for Aquatic Vegetation Control in Private Ponds Application and Permit Information, revised December 1, 2000, § 29.1-542

Falconry Permit Application, revised August 21, 1999, §§ 29.1-412 and 29.1-419

Falconry Regulations, Facilities and Equipment Examination Guidance Document, July 28, 1997. §§ 29.1-412 and 29.1-419

Permit Application to Operate a Foxhound Training Preserve and Annual Reporting Form, revised June 20, 2000, §§ 29.1-412, 29.1-417, and 29.1-103

Permit Conditions for the Operation of Foxhound Training Preserves in Virginia. §§ 29.1-412, 29.1-417, and 29.1-103

Permit to Deal in Furs Application and Permit Conditions, revised September 15, 2000, Title 29.1 Chapter 4

Gill Net Permit Application and Permit Conditions, revised September 15, 2000, §§ 29.1-412 and 29.1-416

Haul Seine Permit to Catch Minnows and Chubs for Sale Application and Permit Conditions, revised September 15, 2000, §§ 29.1-412 and 29.1-416

Haul Seine Permit to Take Nongame Fish for Sale Application and Permit Conditions, revised September 15, 2000, §§ 29.1-412 and 29.1-416

Haul Seine Permit to Take Fish for Personal Use Application and Permit Conditions, revised September 15, 2000, §§ 29.1-412 and 29.1-416

Permit to Hold and Sell Certain Fish, Snakes, Snapping Turtles, Crayfish, and Hellgrammites For Sale Application and Permit Conditions, revised January 1, 2001, §§ 29.1-412 and 29.1-471

Nonresident Harvester's Permit Application to Take or Catch Fish in Back Bay and its Tributaries, revised September 15, 2000, §§ 29.1-412 and 29.1-416

Permit to Possess, Propagate, Buy, and Sell Certain Wildlife in Virginia (Fisheries, Wildlife, Raptors) Application and Permit Conditions, revised November 15, 2000; October 27, 2000 and November 15, 2000, §§ 29.1-412, 29.1-103, and 29.1-417

Raccoon Hound Field Trial Permit Application and Permit Conditions, August 16, 1998, §§ 29.1-417 and 29.1-422

Wildlife Rehabilitator Permit Application, revised November 30, 2000, §§ 29.1-412 and 29.1-417

Wildlife Rehabilitator Permit Conditions, revised November 30, 2000, §§ 29.1-412 and 29.1-417

Scientific Collection or Salvage Permit Application and Permit Information, revised March 24, 1998, §§ 29.1-412, 29.1-417, 29.1-418

Physician's Affirmation as to One's Permanently Inability to Walk to Shoot from a Stationary Vehicle, revised August 1994, § 29.1-521.3

Licensed Shooting Preserve Permit Application and Permit Conditions, revised May 18, 2000, §§ 29.1-514, 29.1-544

Striped Bass Fishing Tournament Application/Permit, 4 VAC 15-320-140

Permit to Stuff and Mount Birds, Animals, or Fish and Parts of Them for Sale or Compensation Application and Taxidermy Permit General Conditions, revised May 24, 2000, Title 29.1, Chapter 4

Boating (updated 2000)

Virginia Watercraft Owner's Guide, revised 2000, § 29.1-701

Watercraft Dealer Licensing Fact Sheet, revised January 2000, § 29.1-818

Virginia Boating Basics, A Guide to Responsible Boating, 1999, § 29.1-701

Youth Boating and Water Safety Activities, Third and Fourth Grade Unit, June 1999, § 29.1-701

Personal Watercraft in Virginia, A Course for a Safe and Responsible Ride, 1999, § 29.1-701

Personal Watercraft - PWC - Safety Brochure, January 1, 1999, § 29.1-701

PWC (Personal Watercraft) Rental Information, January 2000, § 29.1-701

Law Enforcement (reviewed 2000)

Board Policy B-2-90, on Game and Fish Replacement Values, October 1990, § 29.1-551

Board Policy D-1-90, on Duties of Game Wardens, October 1990, §§ 29.1-103, 109, and 200 through 218

Sportsman's Pledge, Release of Landowner from Liability, and Landowner's Permission to Hunt card, 1992, §§ 29.1-103, 509 and 521

DEPARTMENT OF GENERAL SERVICES

Division of Engineering and Buildings

Bureau of Capital Outlay Management

Copies of the following documents may be viewed during regular work days from 8:15 a.m. until 5 p.m. in the office of the Bureau of Capital Outlay Management, 8th Floor, 805 East Broad Street, Richmond, VA 23219. Copies may be obtained for \$30 per copy by writing to the Department of General Services, Construction and Professional Services Manual (CPSM), 202 North 9th Street, Suite 209, Room 201, Richmond, VA 23219, or by personal appearance at the same address. Payment can be made by check, money order, or cash. Checks and money orders should be made payable to the Treasurer of Virginia.

Questions regarding interpretation of these documents may be directed to Mr. Henry G. Shirley, Director, Bureau of Capital Outlay Management, 8th Floor, 805 East Broad Street, Richmond, VA 23219, telephone (804) 225-3872, FAX (804) 225-4709 or e-mail hshirley@dgs.state.va.us.

Guidance Documents:

Construction and Professional Services Manual for Architects/Engineers, December 1996, § 2.1-483.1

Construction and Professional Services Manual for Agencies, December 1996, § 2.1-483.1

Bureau of Facilities Management

Copies of the following documents may be viewed during regular work days from 8 a.m. until 4:30 p.m. in the office of the Bureau of Facilities Management, Zincke Building, Room 101, 203 Governor Street, Richmond, VA 23219. Copies may be obtained free of charge by contacting Ms. Janie Flannagan, 203 Governor Street, Richmond, VA 23219, telephone (804) 371-4807 or FAX (804) 371-7974.

Questions regarding interpretation or implementation of these documents may be directed to Mr. Bruce E. Brooks, Director, Bureau of Facilities Management, Zincke Building, Room 101, 203 Governor Street, Richmond, VA 23219, telephone (804) 371-4807, FAX (804) 371-7974 or e-mail bbrooks@dgs.state.va.us.

Guidance Documents:

Department of General Services Directive No. 14, Policies and Procedures for the Use of Parking Facilities, February 1, 1996

Department of General Services Directive 3-90, Cable Installation, March 1990, § 2.1-481 et seq.

Department of General Services Directive No. 15, Indoor Clean Air, September 1, 1997, § 15.1-291.1 et seq.

Bureau of Real Property Management

Copies of the following documents may be viewed during regular work days from 8:15 a.m. until 5 p.m. in the office of the Bureau of Real Property Management, 805 East Broad Street, Suite 102, Richmond, VA 23219. Copies may be

obtained for \$10 per copy by contacting Ms. Betty Broaddus at the Bureau of Real Property Management, 805 East Broad Street, Suite 102, Richmond, VA 23219, telephone (804) 225-3874, FAX (804) 371-7934, or e-mail bbroaddus@dgs.state.va.us. Payment can be made by check, money order, or cash. Checks and money orders should be made payable to the Treasurer of Virginia.

Questions regarding interpretation or implementation of these documents may be directed to Mr. John E. Forrest, Director, Bureau of Real Property Management, 805 East Broad Street, Suite 102, Richmond, VA 23219, telephone (804) 225-3874, FAX (804) 371-7934 or e-mail eforrest@dgs.state.va.us.

Guidance Documents:

Department of General Services, Division of Engineering and Buildings, Directive No.1 (revised) dated June 15, 1984. Attachments K and L revised August 12, 1986

Real Property Management Manual, Chapter One: Acquisition by Lease, issued December 15, 1993

Real Property Management Manual - Chapter 5 dated December 19, 1997, "Leasing Land And Space For Placement Of Communication Towers And Antennas On State-Owned Property", issued December 19, 1997.

Division of Purchases and Supply

Copies of the following document may be viewed during regular work days from 8 a.m. until 4:30 p.m. in the offices of the Division of Purchases and Supply, 805 East Broad Street, Richmond, VA 23219. Copies may be obtained free of charge by contacting Ms. Marilyn Peterson, telephone (804) 371-8355, FAX (804) 225-2417 or e-mail mpeterson@dgs.state.va.us. This document may be downloaded from the Department of General Services home page (<http://www.dgs.state.va.us/dps>).

Questions regarding interpretation or implementation of this document may be directed to Mr. Eugene Anderson, Manager, Procurement Review Unit, 805 East Broad Street, Richmond, VA 23219, telephone (804) 786-1600, FAX (804) 786-5712 or e-mail eanderson@dgs.state.va.us.

Guidance Document:

Vendor's Manual, December 1998

Copies of the following documents may be viewed during regular workdays from 8 a.m. until 4:30 p.m. in the offices of the Division of Purchases and Supply, 805 East Broad Street, Richmond, VA 23219. Copies may be obtained free of charge by contacting Receptionist, 805 East Broad Street, Richmond, VA 23219, telephone (804) 786-3842 or FAX (804) 225-3707.

Questions regarding interpretation or implementation of these documents may be directed to Mr. Mark Bolton, Administrator, Surplus Property Warehouse, 1901 Darbytown Road, Richmond, VA 23231, telephone (804) 236-3675, FAX (804) 236-3663 or e-mail mbolton@dgs.state.va.us.

Guidance Documents

Guidance Documents:

DPS Surplus Showcase (Eligible participants in the federal surplus program); quarterly

* * *

Copies of the following document may be viewed during regular workdays from 8 a.m. until 4:30 p.m. in the offices of the Division of Purchases and Supply, 805 East Broad Street, Richmond, VA 23219. A subscription may be obtained at a charge of \$75 annually by contacting Mrs. Mary Fleming, 805 East Broad Street, Richmond, VA 23219, telephone (804) 786-1310, FAX (804) 371-8937 or e-mail mfleming@dgs.state.va.us.

Questions regarding interpretation or implementation of these documents may be directed to Ms. Linda C. Hardwicke, Manager, Administration/Training, 805 East Broad Street, Richmond, VA 23219, telephone (804) 225-3796, FAX (804) 371-8937 or e-mail lhardwicke@dgs.state.va.us.

Guidance Document:

Virginia Business Opportunities (available electronically or through annual paid subscription); weekly

DEPARTMENT OF HEALTH

Copies of the following documents are available from the various program offices of the Virginia Department of Health in Richmond. Unless a charge for a copy of a document is specified below, one copy each of five or fewer documents may be obtained free of charge by contacting the Regulatory Coordinator, Office of the State Health Commissioner, Virginia Department of Health, 1500 East Main Street, Suite 214, Richmond, VA 23219, telephone (804) 786-3561 or FAX (804) 786-4616. One copy each of six or more documents may be obtained at a charge of 25 cents per page or \$3.00 per document, whichever is less as applicable to each document, unless a charge for a particular document is specified below.

Copies may be viewed during regular work days, excluding state holidays, from 9 a.m. until 4:30 p.m. in the program offices of the Virginia Department of Health, 1500 East Main Street, Richmond, VA 23219. Notice of intent to visit these offices for viewing will facilitate the availability of desired documents. The department requests such notice by contacting the Regulatory Coordinator at the address or a number listed above.

Questions regarding interpretation or implementation of these documents may be directed to the Regulatory Coordinator at the address and numbers above.

Guidance Documents:

ADJ-002, Memorandum, Procedures to Implement Changes in Virginia Law Governing the Review and Issuance of Certificates of Public Need (COPNs), with attachment titled Informal Fact-Finding Conference (IFFC) Procedures Covering Applications for Certificates of Public Need (COPNs) Effective July 15, 2000, issued July 7, 2000, § 32.1-102.6.

CME-001, Handbook: the Medical Examiner's Handbook, issued 1982, §§ 32.1-277 through 23.1-288

COM-001, Memorandum: Interpretation of and Compliance with the Law Relating to Guidance Documents, issued October 29, 1997, §§ 9-6.14:4, 9-6.14:7.2, 9-6.16, and 9-6.18

COM-002, Memorandum, Records Management; New Procedure for the Disposal of Public Records, issued July 22, 1998, § 42.1-77 et seq.

COM-003, Memorandum, Ensuring Effective Public Records Management, etc., issued May 5, 1997, § 42.1-77 et seq.

EMS-1000, Plan: Virginia Department of Health Emergency Operations Plan, draft, §§ 44-146.18, 44-146.24, and 44-146.28:1

EMS-1001, Guide: Virginia Disaster Medical Response Operations Guide, issued October 27, 1997, §§ 44-146.18, 44-146.24, and 44-146.28:1

EMS-1002, Plan: Plan For Coordination Of Health And Medical Response To Catastrophic Casualty Events, issued December 1, 1997, §§ 44-146.18 and 44-146.24

EMS-1010, Checklist: Virginia EMS Disaster Task Forces Task Force Commander Checklist, issued October 20, 1997, §§ 2.1-555, 2.1-557, 44-146.18, 44-146.24, and 44-146.28:1

EMS-1011, Standard Operating Procedure: Standard Operating Procedure For Virginia EMS Task Forces, issued June 10, 1997, §§ 2.1-555, 2.1-557, 44-146.18, and 44-146.24

EMS-1012, Standard Operating Procedure: Standard Operating Procedure, Emergency Health and Medical Coordination Team (C Team), issued November 21, 1997, §§ 2.1-555, 2.1-557, 44-146.18, 44-146.24, and 44-146.28:1

EMS-1013, TRANSAID Voice Message Format Guide, Edition 1.1, issued February 1998, §§ 44-146.18 and 44-146.24

EMS-1014, Standard Operating Procedure: Standard Operating Procedure, Critical Incident Stress Management Strike Teams, issued October 24, 2000, §§ 2.1-555, 2.1-557, 44-146.18, 44-146.24, and 44-146.28:1

EMS-1030, Standard Operating Procedure and Reference Guide: Standard Operating Procedure, Virginia Health and Medical Operations Center Staff, issued July 14, 2000, §§ 44-146.18 and 44-146.24

EMS-3000, Continuing Education Booklets, (EMT-Basic, EMT-Shock Trauma, EMT-Cardiac, EMT-Paramedic, issued May 1, 1997, § 6.2, Part A, EMS Training Programs, Rules and Regulations Governing Emergency Medical Services

EMS-3001, Program Review for Paramedic Programs in Virginia, issued June 1, 1996, § 6.2, Part B, Standards for Approved Programs, Rules and Regulations Governing Emergency Medical Services

EMS-3002, Application for Virginia EMS Advanced Life Support Training Funds, issued January 1, 1998

EMS-3003, Procedures and Guidelines for Basic Life Support Training Programs, issued July 1, 1990, § 6.3, Application

- and Issuance, Rules and Regulations Governing Emergency Medical Services
- EMS-3004, Procedures and Guidelines for Basic Life Support Training Programs, issued July 1, 1990, § 6.3, Application and Issuance, Rules and Regulations Governing Emergency Medical Services
- EMS-3005, Consolidated Test Site and Certification Examiners Procedures Manual, effective November 1, 1998, § 32.1-111.5
- EMS-3006, Policy Statement, Ability of Certified EMS Providers to Lift and Move Patients, issued October 27, 1998, § 32.1-111.5
- EMS-3007, Policy Statement, Basic Life Support Examination Lifting Policy, issued October 14, 1998, § 32.1-111.5
- EMS-3008, Policy Statement, Loss of Certification Review Policy, issued October 27, 1998, § 32.1-111.5
- EMS-3009, Interpretation, EMS Certification Examiner, Test Site Coordinator and Evaluator Participation Guidelines, effective November 9, 1998, § 32.1-111.5
- EMS-4000, Rules and Regulations Governing Financial Assistance for Emergency Medical Services, effective July 1, 1990, §§ 32.1-111.12
- EMS-4001, Rescue Squad Assistance Fund Grant Programs, General Fund and ALS Equipment Fund Program Outline and Application Forms, effective June 1997, § 32.1-111.2
- EMS-5000, Virginia Statewide Trauma Center Designation Program - A Resource Manual for Hospitals, issue date June 1997, § 32.1-111.3 (A) (10)
- EMS-5001, Virginia Statewide Trauma Registry Resource Manual for State Trauma Registrars, issue date prior to January 1996 (actual date not recorded), § 32.1-116.1 (B)
- EMS-6000, Rules and Regulations Governing Emergency Medical Service, effective July 1, 1990, §§ 32.1-111.4 and 32.1-111.5
- EMS-6001, Procedures and Guidelines: Agency Vehicle Licensure for Emergency Medical Services, effective July 1, 1990, §§ 32.1-111.4 through 32.1-111.6
- EMS-6002, EMS Vehicle Marking Designations, issued October 10, 1991, §§ 32.1-111.4 and 32.1-111.6
- EMS-6003, EMS Agency Licensure Guidelines, issued January 24, 1996, § 32.1-111.6
- EMS-6004, Guidelines for EMS Agency Classification, issued January 24, 1996, § 32.1-111.6
- EMS-6005, First Responder EMS Agency Licensure Requirements, issued January 24, 1996, § 32.1-111.6
- EMS-6006, EMS Vehicle Liability Insurance Coverage Requirements, issued January 1997, § 32.1-111.4
- EMS-6007, Medical Wheelchair Transport Vehicles, issued January 1997, § 32.1-111.4
- EMS-6008, DMV Permits for Emergency Vehicles, issued April 1997, § 46.2-681
- EMS-6009, Variance/Exemption Review Criteria, issued August 1, 1996, § 32.1-111.9
- EMS-6010, Functional Position Description for Emergency Medical Technician, issued January 1995, § 32.1-111.5
- EMS-6011, Americans With Disabilities Act Accommodation Policy, issued January 1993, § 32.1-111.5
- EMS-6011F, Americans With Disabilities Act Accommodation Form, issued January 1993, § 32.1-111.5
- EMS-6012, Pre-Hospital Patient Care Report User Manual, issued July 2000, § 32.1-116.1
- EMS-6012F, Pre-Hospital Patient Care Report Form, issued July 2000, § 32.1-116.1
- EMS-6013F, Pre-Hospital Patient Data Report Form, issued July 2000, § 32.1-116.1
- EMS-6012, Pre-Hospital Care Report User Manual, issued July 1992, § 32.1-116.1
- EMS-7000, Rules and Regulations Governing Do Not Resuscitate, issued June 1997, § 54.1-2987.1
- ENV-001, Private Well Regulations Implementation Manual, issued September 1, 1990, 12 VAC 5-630 et seq., \$5.00
- ENV-002, Alternative Discharging Regulations Implementation Manual, issued July 1, 1992, 12 VAC 5-640 et seq., \$5.00
- ENV-003, Time Limit to Appeal Certain Case Decisions, issued August 26, 1997, 12 VAC 5-610-10 et seq., 12 VAC 5-630-10 et seq., 12 VAC 5-640-10 et seq.
- ENV-004, Tire Chip Aggregate, issued August 21, 1997, 12 VAC 5-610-930
- ENV-005, ATU Approval Update, issued June 19, 1997, 12 VAC 5-640-350
- ENV-006, Approval of ADS-3000 Pipes, issued June 18, 1997, 12 VAC 5-610-750
- ENV-007, Whitewater Filter/Drip System, issued May 13, 1997, 12 VAC 5-610-370 D
- ENV-008, Perc-Rite Drip Disposal, issued May 13, 1997, 12 VAC 5-610-370 D
- ENV-009, CULTEC Chamber System, issued April 28, 1997, 12 VAC 5-610-370 D
- ENV-011 Approval of Septic Tanks, issued July 16, 1996, 12 VAC 5-610
- ENV-012, FORTA NYLON and FORTA CFP Fibers in Place of Welded Fabric in Precast Septic Tanks, issued July 16, 1996, 12 VAC 5-610-810 D
- ENV-013, Variance from Maintenance Contract Requirements in Discharge Regulations, issued May 17, 1996, 12 VAC 5-640-500
- ENV-014, Terra Lift, issued May 19, 1996, 12 VAC 5-610-240
- ENV-016, Variances for the Use of High Rate Sandfilters, issued November 17, 1995, 12 VAC 5-610-370 D

Guidance Documents

ENV-017, Approval of AK Industries Polyethylene Septic Tank, issued August 22, 1995, 12 VAC 5-610

ENV-018, Approval of Xactics Polyethylene Septic Tanks, issued August 16, 1995, 12 VAC 5-610, Part 4, Article 3

ENV-019, Permanent Pump and Haul - General Permit, issued August 15, 1995, 12 VAC 5-610-410

ENV-020, Spray Irrigation Sewage Systems, issued July 14, 1995, 12 VAC 5-610-370 D

ENV-021, Tuf-Tite Distribution Boxes, issued June 30, 1995, 12 VAC 5-610-920

ENV-022, Mass Drainfield Reviews, issued June 29, 1995, 12 VAC 5-610-250

ENV-023, Contracting with Authorized Onsite Soil Evaluators, issued June 16, 1995, § 32.1-163

ENV-024, Preliminary Approval of Sewage Discharge Systems, issued June 13, 1995, 12 VAC 5-640-350

ENV-025, § 1.7 of the Sewage Handling and Disposal Regulations, Grandfather Clause, issued April 19, 1995, 12 VAC 5-610-70

ENV-026, Approval of Infiltrator and Envirochamber, issued January 25, 1995, 12 VAC 5-610-370 D

ENV-027, Approval of Avgol Polypropylene Spunbound Non-woven Filter Fabric, issued January 9, 1995, 12 VAC 5-610-930

ENV-028, Approved Bentonite Grout Materials, issued November 3, 1994, 12 VAC 5-630-410

ENV-029, Questions from the Field on Senate Bill 415, issued October 25, 1994, §§ 32.1-163 and 32.1-164

ENV-030, Fees for Closed-loop Heat Pump Wells, issued September 29, 1994, 12 VAC 5-630-410 and 12 VAC 5-620-70

ENV-031, Water Softener Regeneration Discharge into Drainfields, issued August 11, 1994, 12 VAC 5-610-10 et seq.

ENV-032, Defining Onsite Sewage Permit Construction Backlogs, issued June 24, 1994, §§ 32.1-163 and 32.1-164

ENV-033, Authority When Inspecting Pump Station Electrical Controls, issued June 20, 1994, 12 VAC 5-610 Part 4 Article 4

ENV-034, Procedure for issuing certification letters in lieu of sewage disposal system construction permits under the Sewage Handling and Disposal Regulations; validity and renewal of permits, issued June 16, 1994, §§ 32.1-163 and 32.1-164

ENV-035, Procedure for prioritizing applications for onsite sewage disposal system construction permits and certification letters under the Sewage Handling and Disposal Regulations, issued June 16, 1994, 12 VAC 5-610-250

ENV-036, Old Sand Filter Systems Which Do Not Discharge Which Were Permitted Under LHS-120 Permits or Constructed Before Permits Were Required, issued May 17, 1994, 12 VAC 5-640-30

ENV-037, Sand Filter Systems Permitted Under Individual VPDES of NPDES Permits Which Do Not Discharge, issued May 17, 1994, 12 VAC 5-640-30

ENV-038, Discharging Sewage Treatment Systems not Registered Under the VPDES General Permit Operating Without a Current Individual VPDES Permit, issued May 17, 1995, 12 VAC 5-640-30

ENV-039, Fee Collection for Conditional Permit Applications, issued May 5, 1994, 12 VAC 5-620-30

ENV-040, Mirafi 140N Drainage Fabric, issued April 27, 1994, 12 VAC 5-610-930

ENV-041, Procedure for Applying for an Experimental Permit Under § 2.25 of the Sewage Handling and Disposal Regulations, issued March 17, 1994, 12 VAC 5-610-370

ENV-042, Approval of Incinolet Electric Toilet, issued March 11, 1994, 12 VAC 5-610, Part 4, Article 6

ENV-043, Using New or Unconventional Methods, Processes and Equipment Where Conventional Onsite System Has Failed, issued December 22, 1993, 12 VAC 5-610-370 D

ENV-044, Approval of Norwesco Polyethylene Septic Tanks, issued December 20, 1993, 12 VAC 5-610

ENV-045, Guidelines for Designating Prohibited Discharge Areas, issued December 21, 1993, 12 VAC 5-640-420

ENV-046, Approval of the United Baffle and Gas Deflector, issued October 4, 1993, 12 VAC 5-610

ENV-047, Revalidation of Permits - Expired or Unexpired, issued September 10, 1993, 12 VAC 5-610-280

ENV-048, Estimated versus Real Water Use as it Relates to Soil Absorption Field Design, issued September 21, 1993, 12 VAC 5-610

ENV-049, Approval of Polylok Pipe Seals, issued January 18, 1993, 12 VAC 5-610

ENV-050, Policy for Permitting Sewage Disposal Systems in Utility Company Rights-of-Way or Easements, issued June 28, 1993, 12 VAC 5-610-700

ENV-051, Approval for Use of PTI 4-Foot Diameter Double Wall Pipe as a Gravity Main in Undisturbed Soil, issued June 23, 1993, 12 VAC 5-610-730 through 770

ENV-052, Construction Standards for Existing Discharging Sewage Treatment Systems Now Coming Under General Permit, issued June 22, 1993, 12 VAC 5-640-30

ENV-053, Sampling Port Requirements, issued June 7, 1993, 12 VAC 5-640-470

ENV-054, Enforcement of 10/10 Effluent Standards, issued June 2, 1993, 12 VAC 5-640-450

ENV-055, Interpretation to § 1.3 of the Alternative Discharging Sewage Treatment System Regulations for Individual Single Family Dwellings, issued April 28, 1993, 12 VAC 5-640-30

ENV-057, Preliminary Approval of Discharge Systems, issued March 2, 1993, 12 VAC 5-640-350

- ENV-058, Plan Review and Evaluation Process for Type II and Type III Onsite Wastewater Treatment Systems, issued February 22, 1993, 12 VAC 5-610-250
- ENV-059, CAPROLAN-RC Nylon Fibers in Place of Welded Fabric in Precast Septic Tanks, issued January 21, 1993, 12 VAC 5-610
- ENV-060, Non-Licensed Well Drillers Enforcement, issued December 15, 1992, § 54.1-1100
- ENV-061, Approval of TBA, Inc. Pipe, issued December 21, 1992, 12 VAC 5-610-930
- ENV-062, Approval of Tuff-Tite Connectors, issued November 23, 1992, 12 VAC 5-610-930
- ENV-063, Use of Primer on PVC-DWV Foam Core Pipe, issued October 16, 1992, 12 VAC 5-610-930
- ENV-064, Use of "Flow Divider Tee," issued October 14, 1992, 12 VAC 5-610-930
- ENV-065, Use of SDR 35 in Building Sewers, issued September 4, 1992, 12 VAC 5-610-930
- ENV-066, Environmental Health Considerations of Sewage, issued September 4, 1992, 12 VAC 610-10 et seq.
- ENV-067, Enforcement of the Well Regulations, issued December 12, 1991, 12 VAC 620-10 et seq.
- ENV-068, Fees for Replacement Wells, issued June 3, 1991, 12 VAC 5-620-80
- ENV-069, Fees for Heat Pump Wells, issued April 29, 1991, 12 VAC 5-620-70
- ENV-070, Closed-Loop Ground-Source Heat Pump Wells, issued January 3, 1991, 12 VAC 5-630-410
- ENV-071, Bored Well Abandonment Interpretation, issued December 21, 1990, 12 VAC 5-630-450
- ENV-072, Variances for Class III and IV Wells, issued September 21, 1990, 12 VAC 5-630-410
- ENV-073, Variances for Class IV Wells, issued August 31, 1990, 12 VAC 5-630-410
- ENV-074, Percolation Rates, issued April 16, 1990, 12 VAC 5-610, Appendix G
- ENV-075, A.D.S. N-12 Corrugated Sewer and Drain Pipe, issued April 13, 1991, 12 VAC 5-610-930
- ENV-076, Approval of American Manufacturing Distribution Box, issued January 11, 1990, 12 VAC 5-610-930
- ENV-077, Tripdrain and Contactor Approval for Use, issued December 22, 1989, 12 VAC 5-610-370 D
- ENV-078, Sand Criteria for Elevated Sand Mounds, issued June 30, 1989, 12 VAC 5-610-960
- ENV-079, Interpolation of Minimum Installation Depth on Sloping Sites, Guidance in Estimating Percolation Rates, and Determining when a Percolation Test Will be Performed, issued April 24, 1989, 12 VAC 5-610-950, 12 VAC 5-610 Appendix G, 12 VAC 5-610-490
- ENV-080, Easements, issued April 24, 1989, 12 VAC 5-610-700
- ENV-081, Interpretation of Definition of Sewage (related to Hot Tub Use), issued October 14, 1988, 12 VAC 5-610-120
- ENV-082, Interpretation of Percolation Test Procedure, issued February 1, 1988, 12 VAC 5-610 Appendix G
- ENV-083, Hi-Tech Polyester Fibers, issued June 8, 1987, 12 VAC 5-610-810 D
- ENV-084, Speed Levelers, issued January 30, 1987, 12 VAC 5-610-930
- ENV-085, Fiber AD - Polyester Fiber Reinforcement, January 5, 1987, 12 VAC 5-610-810 D
- ENV-086, Forta CR- Polypropylene Concrete Additive, issued July 21, 1986, 12 VAC 5-610-810 D
- ENV-089, Storburn Model 60k Incinerator Toilet, issued December 20, 1985, 12 VAC 5-610-980
- ENV-090, Polyethylene Schedule 40 Pipe, issued September 6, 1985, 12 VAC 5-610-870
- ENV-091, Polyethylene Sewer and Drain Bell and Spigot Pipe, issued August 5, 1985, 12 VAC 5-610-870
- ENV-092, Polyethylene Sewer and Drain Bell and Spigot Pipe, issued September 27, 1984, 12 VAC 5-610-870
- ENV-093, Completion Statements Interpretation, issued August 4, 1998, 12 VAC 5-610-330
- ENV-094, SIM TECH Filter Approval issued March 20, 1998, 12 VAC 5-610
- ENV-095, Revised Puraflo peat system policy. Rescinds ENV-015 Puraflo Experimental Protocol (site and design criteria), issued February 12, 1998, 12 VAC 5-610-370
- ENV-097, Pretreatment variance (Update to GMP #20), issued May 12, 1999, 12 VAC 5-610-370 Appendix D
- ENV-098, Wyo-Ben bentonite grout, issued May 11, 1999, 12 VAC 5-630-410
- ENV-099, Interim Procedure to Qualify a CPSS as an Authorized Onsite Soil Evaluator, issued June 3, 1999, 32.1-164 of the Code, Appendix G
- ENV-100, Interim Policy for AOSEs, PEs, and Other Consultants, issued July 1, 1999, 21.1-164, 32.1-164.5
- ENV-101, Large Subsurface Wastewater Systems/Mass Drainfields, issued July 20, 1999, 12 VAC 5-610-250
- ENV-102, Gravel-less Systems, issued July 22, 1999, 12 VAC 5-610-370
- ENV-103, Amendments to ENV-100, issued December 21, 1999, 32.1-163.4, 32.1-163.5, 32.1-164
- ENV-104, Septic Tank Form Approval- Jolin Concrete Industries, issued March 13, 2000, 12 VAC 5-610-815
- ENV-105, Aquarobic Filter Bed Revision for Level or Sloping Sites- Conditions of Approval, issued May 1, 2000, 12 VAC 5-610-441

Guidance Documents

ENV-106, Wyo-Ben Grout Approval, issued May 26, 2000, 12 VAC 5-630-410.C

ENV-107, Generic Drip Disposal Policy, issued August 3, 2000, 12 VAC 5-610-441.C

ENV-108, Septic Tank Form Approval- Martinsburg Concrete Products and Design Pro of Deluth, issued August 8, 2000, 12 VAC 5-610-815

ENV-301, GMP F-1, Memorandum, New Recommended Cooking Temperatures for Ground Beef, issued January 4, 1993, § 35.1-11

ENV-302, GMP F-2, Memorandum, Temporary Restaurant Policy, May 25, 1994, § 35.1-11

ENV-303, GMP F-4, Memorandum, Food Allowed on Restricted Operation Mobile Food Units, March 25, 1993, § 35.1-11

ENV-305, GMP F-10, Memorandum, Guidelines for Food Service In Care Facilities, November 20, 1994, § 35.1-11

ENV-306, SFI-1, Interpretation, Open Cans of Anchovies - Potentially Hazardous Foods, November 1985, § 35.1-11

ENV-307, SFI-2, Interpretation, Shielding of Light Fixtures, April 16, 1996, § 35.1-11

ENV-308, SFI-3, Interpretation, Three Compartment Sink Requirements, February 1985, § 35.1-11

ENV-309, SFI-4, Interpretation, Food Dispensing Utensil Storage, April 19, 1996, § 35.1-11

ENV-310, SFI-5, Interpretation, Cleaning Compound Labeling, April 18, 1996, § 35.1-11

ENV-311, SFI-6, Interpretation, Hot or Cold Water Fixtures, October 1995, § 35.1-11

ENV-312, SFI-7, Interpretation, Storage of Bulk Ice Cream Containers, April 18, 1996, § 35.1-11

ENV-313, SFI-8, Interpretation, Liquid Coffee Whiteners, April 18, 1996, § 35.1-11

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WTR-206 (SF), Memorandum: Buffer Zones Around Marinas, issued July 13, 1992, §§ 28.2-800 through 28.2-811

WTR-211 (SF), Memorandum: Supervising Shoreline Survey Activities, issued November 16, 1992, §§ 28.2-800 through 28.2-811

WTR-212 (SF), Memorandum: Improper Out-Of-State Shellstock Tags, issued November 25, 1992, §§ 28.2-800 through 28.2-811

WTR-214 (SF), Memorandum: Licensing of Water Well Drillers, issued December 18, 1992, §§ 28.2-800 through 28.2-811

WTR-215 (SF), Memorandum: Wooden Pallets and Wooden Baskets, issued January 4, 1993, §§ 28.2-800 through 28.2-811

WTR-216 (SF), Memorandum: Chilling of Surf Clam and Ocean Quahog Interstate Shipments, issued January 4, 1993, §§ 28.2-800 through 28.2-811

WTR-217 (SF), Memorandum: Approval Process for an Existing Well, issued January 27, 1993, §§ 28.2-800 through 28.2-811

WTR-218 (SF), Memorandum: Sewage Discharge Buffer Calculations for Single Family Facilities and Graywater Discharges, issued January 27, 1993, §§ 28.2-800 through 28.2-811

WTR-219 (SF), Memorandum: Meat/Water Samples - Data Entry and Monthly Report, issued February 19, 1993, §§ 28.2-800 through 28.2-811

WTR-220 (SF), Memorandum: FDA Inspections and Warning Letters, issued February 19, 1993, §§ 28.2-800 through 28.2-811

WTR-221 (SF), Memorandum: Certification and Enforcement, issued February 19, 1993, §§ 28.2-800 through 28.2-811

WTR-224 (SF), Memorandum: Twenty-Four Hour Rainfall, issued April 2, 1993, §§ 28.2-800 through 28.2-811

WTR-226 (SF), Memorandum: Notification of Emergency Closures and Reopenings, issued April 2, 1993, §§ 28.2-800 through 28.2-811

WTR-227 (SF), Memorandum: Aquaculture Operations, issued April 2, 1993, §§ 28.2-800 through 28.2-811

WTR-228 (SF), Memorandum: Shellfish Wet Storage Application and Permit Issuance, issued April 2, 1993, §§ 28.2-800 through 28.2-811

WTR-230 (SF), Memorandum: Areas Scheduled to be Sewered, issued May 11, 1993, §§ 28.2-800 through 28.2-811

WTR-231 (SF), Memorandum: Turbidity Measurements, issued May 11, 1993, §§ 28.2-800 through 28.2-811

WTR-232 (SF), Memorandum: Relay Areas, issued May 11, 1993, §§ 28.2-800 through 28.2-811

WTR-234 (SF), Memorandum: One Person Boat Crews and Wearing of Float Suit and Life Vests, issued May 19, 1993, §§ 28.2-800 through 28.2-811

WTR-236 (SF), Memorandum: Shellfish Analysis for E. Coli, issued May 25, 1993, §§ 28.2-800 through 28.2-811

WTR-238 (SF), Memorandum: Use of Rodac Plates, issued May 27, 1993, §§ 28.2-800 through 28.2-811

WTR-243 (SF), Memorandum: Quality Assurance Plans and Quality Control, issued July 27, 1993, §§ 28.2-800 through 28.2-811

WTR-244 (SF), Memorandum: Marine Biotoxins, issued November 12, 1993, §§ 28.2-800 through 28.2-811

WTR-246 (SF), Memorandum: Division Marine Coordinator's Duties and Equipment Maintenance Protocol, issued March 16, 1994, §§ 28.2-800 through 28.2-811

WTR-259 (SF), Memorandum: Processing Shoreline Survey Material for Final Survey Map, issued June 7, 1995, §§ 28.2-800 through 28.2-811

WTR-260 (SF), Memorandum: Protocol for Updating of Seawater Maps, issued January 11, 1996, §§ 28.2-800 through 28.2-811

WTR-261 (SF), Memorandum: Sample Collection and Hydrographic Data Measurement and Collection, issued January 11, 1996, §§ 28.2-800 through 28.2-811

Guidance Documents

WTR-265 (SF), Memorandum: Shoreline Survey Preparation and Procedure, issued November 7, 1996, §§ 28.2-800 through 28.2-811

WTR-266 (SF), Memorandum: Processing Shoreline Survey Material for Final Survey Report, issued November 7, 1996, §§ 28.2-800 through 28.2-811

WTR-267 (SF), Memorandum: Marina Inspection Form, issued November 7, 1996, §§ 28.2-800 through 28.2-811

WTR-269 (SF), Memorandum: Harvester's Tag, issued July 24, 1997, §§ 28.2-800 through 28.2-811

WTR-270 (SF), Memorandum: Handling of Fish for Testing by VIMS, issued September 9, 1997, §§ 28.2-800 through 28.2-811

WTR-272 (SF), Memorandum: Certification of Shellfish Plants Under HACCP and the Shellfish Sanitation Model Ordinance, issued October 10, 1997, §§ 28.2-800 through 28.2-811

WTR-273 (SF), Memorandum: Shellstock Commingling Plan, issued, October 16, 1997, §§ 28.2-800 through 28.2-811

WTR-274 (SF), Memorandum: Thermometer Calibration Guidelines, issued December 2, 1997, §§ 28.2-800 through 28.2-811

WTR-275 (SF), Memorandum: Wet Storage Permits, issued December 3, 1997, §§ 28.2-800 through 28.2-811

WTR-276 (SF), Memorandum: Intermediate Processing Plan, issued December 22, 1997, §§ 28.2-800 through 28.2-811

WTR-277 (SF), Memorandum: Protocol for Taking Water and Sediment Samples to Monitor for Phytoplankton, issued May 13, 1998, §§ 28.2-800 through 28.2-811

WTR-278 (SF), Memorandum: Hard Clams as Bait, issued July 7, 1998, §§ 28.2-800 through 28.2-811

WTR-282 (SF), Memorandum: Classification Guidelines, issued August 20, 1998, §§ 28.2-800 through 28.2-811

WTR-283 (SF), Memorandum: Safety Protocol for Seawater Sampling Program, issued October 20, 1998, §§ 28.2-800 through 28.2-811

WTR-285 (SF), Memorandum: Interstate Shipments, issued May 31, 2000, §§ 28.2-800 through 28.2-811

WTR-287 (SF), Memorandum: Inspections at Campgrounds and Trailer Parks, issued June 16, 2000, §§ 28.2-800 through 28.2-811

WTR-288 (SF), Memorandum: Phytoplankton Sampling Program, issued November 9, 2000, §§ 28.2-800 through 28.2-811

WTR-289 (SF), Memorandum: Protocol for Collection of Surf Clams and Ocean Quahogs for Biotxin Analysis by FDA issued November 20, 2000, §§ 28.2-800 through 28.2-811

BOARD OF HEALTH PROFESSIONS

Copies of the following documents may be viewed during regular work days from 8:15 a.m. until 5 p.m. at the offices of

the Department of Health Professions, 6606 W. Broad Street, 4th Floor, Richmond, VA 23230. Copies may also be requested by email at optbd@dhp.state.va.us. Questions regarding interpretation or implementation of these documents or requests for copies may be directed to Elizabeth Carter, Ph.D., Deputy Executive Director of the board at the address above or by telephone at (804) 662-9910. Copies are free of charge.

Guidance Documents:

75-1, Recommended Policy and Procedures in Disciplinary Cases Involving Board Members, adopted October 1993

75-2, Appropriate Criteria in Determining the Need for Regulation of Any Health Care Occupation or Professions, adopted September 1997

75-3, Mission and Vision of the Board of Health Professions, adopted April 1998

DEPARTMENT OF HEALTH PROFESSIONS

Copies of the following documents may be viewed during regular work days from 8:15 a.m. until 5 p.m. at the offices of the Department of Health Professions, 6606 W. Broad Street, 4th Floor, Richmond, VA 23230. Copies may also be requested at rnebiker@dhp.state.va.us. Questions regarding interpretation or implementation of these documents or requests for copies may be directed to Robert Nebiker, Deputy Director of the department at the address above or by telephone at (804) 662-9919. Copies are free of charge.

Department Directives:

76-1, Mission Statement of the Department (Directive 1.1), July 1, 1996

76-2, Agency Staff Titles (Directive 1.4), August 14, 1996

76-3, Promulgation of Rules (Directive 2.1), July 1, 1996

76-4, Publication of Regulations and Statutes (Directive 2.2), July 1, 1996

76-5, Execution of Disciplinary Orders (Directive 3.1), August 14, 1996

76-6, Petition for Reinstatement of License or Modification of Disciplinary Orders (Directive 3.2), July 1, 1996

76-7, Subpoenas for Disciplinary Hearings (Directive 3.3), October 1, 1996

76-8, Complainant Notification of Case Proceedings (Directive 3.4), July 1, 1996

76-9, Complaint Receipt and Investigation of Allegations of Misconduct (Directive 4.1), July 1, 1996

76-10, Unlicensed Activity (Directive 4.2), July 1, 1996

76-11, Reports to National Practitioner Data Bank (Directive 4.3), August 14, 1996

76-12, Requesting Information from The National Practitioner Data Bank (Directive 4.4), August 14, 1996

76-13, Tampering Threat Procedures (Directive 4.5), July 1, 1996

76-14, Procurement of Nonprofessional Services (Directive 5.1), July 1, 1996

76-15, Procurement of Goods (Directive 5.2), July 1, 1996

76-16, Sole Source Approval for Examination Services (Directive 5.3), July 1, 1996

76-17, Recruitment and Filling Vacant Positions (Directive 6.1), July 1, 1996

76-18, Indoor Clean Air (Directive 7.1), August 18, 1997

76-19, Records Management (Directive 7.3), July 1, 1996

76-25, Compensation for Members of Appointed Bodies (Directive 5.4), July 1, 1998

76-26, Classified Exempt Employees (Directive 6.7), June 1, 1998

76-27, Business Hours and Flex Time for Non-Exempt Employees (Directive 1.5), July 1, 1998

76-28, Disclosure of Information (Directive 1.6), January 18, 2000

76-29, Disclosure of Information to Health Practitioner Intervention Program (Directive 1.7), January 17, 2000

76-30, Conduct of Surveys (Directive 1.8), August 21, 2000

76-31, Principles/Establishment of Fees (Directive 5.5), November 8, 2000

Enforcement Documents:

76-20, Adjudication Manual - Disciplinary process, October 13, 1998.

76-21, Inspection plans and Inspection Reports

76-21.1 Board of Pharmacy, revised December 1993

76-21.1:1, community pharmacy

76-21.1:2, hospital pharmacy

76-21.1:3, physicians licensed to dispense drugs

76-21.1:4, humane society

76-21.1:5, wholesaler

76-21.1:6, medical equipment suppliers

76-21.1:7, warehouser

76-21.1:8, manufacturers

76-21.1:9, practitioners licensed to sell controlled substances

76-21.2, Board of Veterinary Medicine, revised 12/1/93

76-21.3, Board of Funeral Directors and Embalmers, revised 12/1/93

76-21.4, Compliance Notice, revised 7/95.

76-22, Case Intake Manual, revised 1998

76-23, Investigators Manual, revised 1993

76-24, Case Format Guidelines, revised February 1997

76-24.1, Inspection Guidelines, revised September 2000

(NOTE: 76-21 through 76-24 are maintained in the Enforcement Division of the Department. For copies or questions, contact Faye Lemon at the address above or at (804) 662-9902.)

DEPARTMENT OF HISTORIC RESOURCES

The documents in the following list represent both publications and photocopied materials that provide guidance for the public on either how to interpret or implement statutes or regulations or how to use key agency programs. Copies of the following documents are available during regular work days from 8:30 a.m. until 4:30 p.m. in the main office of the Virginia Department of Historic Resources, 2801 Kensington Avenue, Richmond, VA 23221, or at any of its regional offices (located in Petersburg, Portsmouth, Roanoke, and Winchester). Copying costs may apply for large orders or for documents that are out of print. Copies can be obtained by contacting the regional offices, from staff coordinating the program covered by particular documents, or from Tamara Clarke in the main office at the address above, telephone (804) 367-2323 x100 or FAX (804) 367-2391.

The department also prepares occasional research, survey and preservation planning reports of general interest and materials of an advisory or educational nature. For a listing of such publications with prices contact Deborah Woodward at the address above.

Regional office addresses and phone numbers are as follows:

Capital Regional Preservation Office, Department of Historic Resources, 19B Bollingbroke Street, Petersburg, VA 23803, telephone (804) 863-1620.

Portsmouth Regional Preservation Office, Department of Historic Resources, 612 Court Street, 3rd Floor, Portsmouth, VA 23704, telephone (757) 396-6709.

Roanoke Regional Preservation Office, Department of Historic Resources, 1030 Penmar Avenue, SE, Roanoke, VA 24013, telephone (540) 857-7585.

Winchester Regional Preservation Office, Department of Historic Resources, 107 N. Kent Street, Suite 203, Winchester, VA 22601, telephone (540) 722-3427.

Guidance Documents:

Virginia's Historical Registers: A Guide for Property Owners, prepared 1995, revised 2000, 17 VAC 5-30-10 and 17 VAC 10-20-10

Preliminary Information Forms for Archaeological Sites, Architectural Properties, and Historic Districts

Project Review in Virginia: A Guide for Historic Property Owners, Government Agencies, and Private Citizens, revised 1998, 36 CFR Part 800

Guidance Documents

State and Federal Regulations Related to the Preservation of Historic Properties in the Commonwealth of Virginia, prepared 1996

Rehabilitation Tax Credits: A Taxpayer's Guide, revised 1998, § 10.1-2202.13

Vision and Choice: Protecting Our Historic Resources, published 1990, § 10.1-2202.9

Virginia Historic Preservation Foundation, prepared 1997, § 10.1-2400 et seq.

Virginia's Cost Share Program, Virginia Department of Historic Resources, § 10.1-2202.6

The Certified Local Government Program in Virginia, 36 CFR Part 61

How to Apply for Designation as a Certified Local Government in Virginia, 36 CFR Part 61

State Grants for Historic Properties, § 10.1-2213

Application for Historic Preservation Funds, § 10.1-2213

How to Complete Virginia Department of Historic Resources Archaeological Site Inventory Forms, revised 1993, § 10.1-2202.6

How to Use Historic Contexts in Virginia: A Survey, Registration, Protection, and Treatment Projects, revised 1992, § 10.1-2202.6, 36 CFR Part 61

Virginia's Heritage: The Nation's Treasure, The Commonwealth's Trust; A Comprehensive Stewardship Plan for Virginia's Historic Resources, published 1997, 36 CFR Part 61

State-Owned Historic Landmarks Manual for Property Administrators: Review of Rehabilitation and Renovation Projects Pursuant to the 1990 Appropriations Act and Engineering and Building Directive #1, prepared 1990

Guidelines for Preparing Identification and Evaluation Reports for Submission Pursuant to Section 106 add 110, National Historic Preservation Act, Environmental Impact Reports of State Agencies, and Virginia Appropriations Act, 1992 Sessions Amendments, prepared 1992

Guidelines for Archaeological Investigations in Virginia: Additional Guidance for the Implementation of the Federal Standards Entitled "Archaeology and Historic Preservation: Secretary of the Interior's Standards and Guidelines," prepared 1996

Virginia Department of Historic Resources Standards for Archaeological Field Investigations, prepared 1991, § 10.1-2202.15

Virginia Department of Historic Resources State Curation Standards, revised 1998, § 10.1-2202.15

Guidelines for Conducting Cultural Resource Survey in Virginia: Additional Guidance for the Implementation of the Federal Standards Entitled "Archaeology and Historic Preservation: Secretary of the Interior's Standards and Guidelines (48 FR 44742, September 29, 1983), issued 1999

Permit Application for Archaeological Removal of Human Burials (Application Form), issued 1998, § 10.1-2305

Instructions for Release of State Grants to Nonstate Entities, issued July 2000, §2.1-394.1 and Item 571 and §4-5.07 of the 2000 Appropriation Act (Chapter 1073 of the Acts of Assembly of 2000)

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

Copies of the following documents may be viewed during regular workdays from 8:30 a.m. until 5 p.m. at the Department of Housing and Community Development, 501 North Second Street, Richmond, Virginia 23219. Copies may be obtained at agency cost by contacting Stephen W. Calhoun at the same address or by telephone (804) 371-7015.

Questions regarding interpretation or implementation of these documents may be directed to Stephen Calhoun at the above address or telephone number.

Guidance Documents:

Single Family Regional Loan Fund Manual, revised October 2000, § 36-141 et seq.

Affordable Housing Production and Preservation Manual, revised August 2000, § 36-141 et seq.

State Homeless Housing Assistance Resources (SHARE) Program Manuals:

SHARE Expansion Program Manual, revised September 1997

SHARE Homeless Intervention Program Manual, revised August 2000

SHARE Federal Shelter Grant Manual, revised June 1998

SHARE Shelter Support Grant Manual, revised August 2000

Child Care for Homeless Children Manual, September 1998

Supportive Housing Program Manual, revised December 1997

Child Services Coordinator Program Manual, November 2000

Housing Opportunities for Persons with AIDS Program Manual, revised May 1998

Seed Fund Program and Start-Up Fund Program Manual, revised April 2000

Community Housing Development Organization Certification Procedures, revised June 2000

Community Housing Development Organization Assistance Program Manual, revised May 1997

Pre-Development Loan Program Manual, revised November 2000

Emergency Home Repair Program Manual, revised November 2000

Weatherization and Low-Income Housing Energy Assistance Program Manual, May 1998, 13 VAC 5-100-10 et seq.

Virginia Community Development Block Grant Program: Program Design Manual, revised November 2000, 24 CFR Part 570

Community Improvement Grant Contract Negotiation Guide, revised September 2000, 24 CFR Part 570

Community Improvement Grant Management Manual, revised September 2000, 24 CFR Part 570

Planning Grant Management Manual, revised August 2000

Indoor Plumbing Rehabilitation Loan Program Management Manual, October 1999

Virginia Enterprise Zone Program Instruction and Application Manuals:

Instructions for Requesting State Tax Credits for Qualified Zone Investments, revised December 1999, 13 VAC 5-111-10 et seq.

Instructions for Requesting State Tax Credits for Real Property Improvements, revised December 1999, 13 VAC 5-111-10 et seq.

Instructions for Requesting State Tax Credits for New Businesses, revised December 1999, 13 VAC 5-111-10 et seq.

Instructions for Requesting State Tax Credits for Existing Businesses, revised December 1999, 13 VAC 5-111-10 et seq.

Instructions for Requesting State Tax Credits for State Job Grants, revised December 1999, 13 VAC 5-111-10 et seq.

Program Guidelines for the Regional Competitiveness Program, February 1997, § 15.2-1306 et seq.

Request for Qualification: Regional Competitiveness Program, April 1997, § 15.2-1306 et seq.

Main Street Program Guidelines, January 2000

Industrial Site Development Fund Planning Grant Program Design, 2000

Industrial Site Development Fund Construction Grant Program Design, 2000

Derelict Structures Fund Program Design, 2000, § 36-152 et seq.

Regional Competitiveness Act Program Summary, 2000, § 15.2-1306 et seq.

Virginia Enterprise Initiative Program Design, 2000

VIRGINIA HOUSING DEVELOPMENT AUTHORITY

Copies of the following documents may be viewed during regular work days from 8:30 a.m. until 5 p.m. in the offices of

the Virginia Housing Development Authority, 601 S. Belvidere Street, Richmond, VA 23220. Copies may be obtained free of charge by contacting Judson McKellar at the same address or by telephone (804) 343-5540.

Questions regarding interpretation or implementations of these documents may be directed to Judson McKellar at the above address or telephone number.

Guidance Documents:

3.1-3.23, Single-Family Processing Guide, April 1999, 13 VAC 10-40

Single-Family Exhibits Guide, April 1999, 13 VAC 10-40

Single-Family Loan Documents Guide, April 1999, 13 VAC 10-40

Single-Family Realtors Guide, January 1997, 13 VAC 10-40

Single-Family Policy and Procedures Guide, June 1998, 13 VAC 10-40

Single-Family Regional Loan Fund Administrative Procedures Manual (VHDA/DHCD), December 1999, 13 VAC 10-40 and Chapter 9 (§ 36-141 et seq.) of Title 36 of the Code of Virginia

Single-Family FasTrak Users Guide, March 28, 2000, 13 VAC 10-40

Single-Family Loan Reservation Systems Guide, March 28, 2000, 13 VAC 10-40

Single-Family Servicing Guide, April 1997, 13 VAC 10-40

Home Improvement Loan Program Manual (Title I-FHA Program), May 21, 1996, 13 VAC 10-50

Home Improvement and Special Programs Procedure Manual, September 28, 1993, 13 VAC 10-50 and 13 VAC 10-60

Asset Management Policies and Procedures Manual, November 27, 2000, 13 VAC 10-20

Operating Procedures, Assisted Multi-Family Program Compliance, November 28, 2000, 13 VAC 10-20

Operating Procedures, Conventional Multi-Family Program Compliance, November 28, 2000, 13 VAC 10-20

Section 8 Existing/Moderate Rehabilitation Programs Operations Manual, February 1998, 13 VAC 10-70 and 13 VAC 10-80

HMSF Administrative Manual, January 1997, 13 VAC 10-70 and 13 VAC 10-80

8-528-1, Subsidy Standards, August 1996, 13 VAC 10-70 and 13 VAC 10-80

8-910-1, Interim Reporting Requirements, January 1997, 13 VAC 10-70 and 13 VAC 10-80

8-1002-1, Owner Termination of Tenancy Requirements, January 1997, 13 VAC 10-70 and 13 VAC 10-80

8-1012-1, Crime and Alcohol Abuse by Family Member, July 1997, 13 VAC 10-70 and 13 VAC 10-80

Guidance Documents

8-1040-1, Informal Reviews for Applicants, July 1996, 13 VAC 10-70 and 13 VAC 10-80

8-1041-1, Informal Hearing Procedures for Participants, July 1996, 13 VAC 10-70 and 13 VAC 10-80

8-1400-1, Portability Notice for Families, June 1996, 13 VAC 10-70

8-545-2, Family's Guide to Rental Vouchers, March 1999, 13 VAC 10-70

VHDA Administrative Plan for Tenant Based Rental Assistance, May 2000, 13 VAC 10-70

VHDA PHA Plan, July 2000, 13 VAC 10-70

Application Manual - Low Income Housing Tax Credit Program, January 12, 2000, 13 VAC 10-180

Federal Low-Income Housing Tax Credit Program, Compliance Monitoring Manual, March 2000, 13 VAC 10-180

DEPARTMENT OF JUVENILE JUSTICE

Copies of the following document may be viewed during regular work days from 8:30 a.m. until 5 p.m. in the certification unit, Department of Juvenile Justice, 700 East Franklin Street, Richmond, VA 23219. Copies may be obtained free of charge by contacting Ken Bailey at P.O. Box 1110, Richmond, VA 23218-1110, telephone (804) 371-0737 or FAX (804) 371-0773.

Questions regarding interpretation or implementation of this document may be directed to Ken Bailey, Certification Manager, Department of Juvenile Justice, P.O. Box 1110, Richmond, VA 23218-1110, telephone (804) 371-0737 or FAX (804) 371-0773.

Guidance Documents:

Standards Manual for Interdepartmental Regulation of Residential Facilities for Children, July 1, 2000, 22 VAC 42-10-10 et seq.

Compliance Manual for Standards for Juvenile Residential Facilities as Applicable to Secure Detention Facilities, First Edition, June 1998, 6 VAC 35-140-10 et seq.

Compliance Manual for Standards for Juvenile Residential Facilities as Applicable to Group Homes, June 1998, 6 VAC 35-140-10 et seq.

Compliance Manual for Standards for Nonresidential Services Available to Juvenile and Domestic Relations District Courts, 1998, 6 VAC 35-150-10 et seq.

Compliance Manual for Standards for Delinquency Prevention and Youth Development Act Grant Programs, issued May 15, 1998, 6 VAC 35-60-20 et seq.

Copies of the following document may be viewed during regular work days from 8:30 a.m. until 5 p.m. in the Capital Outlay Office of the Department of Juvenile Justice, 700 East Franklin Street, Richmond, VA 23219. Copies may be obtained free of charge by contacting Lloyd Schieldge, Capital

Outlay Unit, Department of Juvenile Justice, P.O. Box 1110, Richmond, VA 23218-1110, telephone (804) 786-3772 or FAX (804) 786-1557.

Questions regarding interpretation or implementation of this document may be directed, Marilyn Miller, Detention Specialist, Department of Juvenile Justice, P.O. Box 1110, Richmond, VA 23218-1110, telephone (804) 786-5402 or millermg@djj.state.va.us

Guidance Document:

Virginia Department of Juvenile Justice Guidelines for Minimum Standards in Design and Construction of Juvenile Facilities, revised July 1, 1996, § 16.1-309.5. (NOTE: This document is also included in the Step-by-Step Procedures for Approval and Reimbursement for Local Facility Construction, Enlargement and Renovation, which may be obtained from the department's regional offices.)

Copies of the following document may be viewed during regular work days from 8:30 a.m. until 5 p.m. in the Research and Evaluation Unit at the Central Office of the Department of Juvenile Justice, 700 East Franklin Street, Richmond, VA 23219. Copies may be obtained free of charge by contacting Larry Guenther, Supervisor, Planning & Evaluation at P.O. Box 1110, Richmond, VA 23218-1110, telephone (804) 786-4676 or FAX (804) 371-0773.

Questions regarding interpretation or implementation of this document may be directed to Larry Guenther, Research and Evaluation Unit, Department of Juvenile Justice, P.O. Box 1110, Richmond, VA 23218-1110, telephone (804) 786-4676 or FAX (804) 786-0773.

Guidance Document:

Admission Procedures for Intermediate Sanction Juvenile Boot Camps, November 1997, § 16.1-278.8 (4a)

Copies of the following document may be viewed during regular work days from 8:30 a.m. until 5 p.m. in the Research and Evaluation Unit at the Central Office of the Department of Juvenile Justice, 700 East Franklin Street, Richmond, VA 23219. Copies may be obtained free of charge by contacting Lynette Greenfield at P.O. Box 1110, Richmond, VA 23218-1110, telephone (804) 786-3423 or FAX (804) 371-0773.

Questions regarding interpretation or implementation of this document may be directed to Lynette Greenfield, Research and Evaluation Manager, Department of Juvenile Justice, P.O. Box 1110, Richmond, VA 23218-1110, telephone (804) 786-3423 or FAX (804) 786-0773.

Guidance Document:

Review and Approval of External Research Proposals, Procedure 07-006.1, effective October 10, 1998.

Copies of the following document may be viewed during regular work days from 8:30 a.m. until 5 p.m. in the office of the Department of Juvenile Justice, 700 East Franklin Street,

Richmond, VA 23219. Copies may be obtained free of charge by contacting Donald Carignan at the same address, telephone (804) 371-0743 or FAX (804) 371-0773.

Questions regarding interpretation or implementation of these documents may be directed to John Newell, Parole Services Unit, Department of Juvenile Justice, 700 East Franklin Street, Richmond, VA 23219, telephone (804) 371-7457 or FAX (804) 786-7171.

Guidance Document:

School Re-enrollment Plan Procedures, issued January 1997, § 16.1-293

Copies of the following documents may be viewed during regular work days from 8:30 a.m. until 5 p.m. in the certification unit, Department of Juvenile Justice, 700 East Franklin Street, Richmond, VA 23219. Copies may be obtained free of charge through e-mail (if available) or paper copy by contacting Donielle Langhorne at P.O. Box 1110, Richmond, VA 23218-1110, telephone (804) 786-6295 or langhoda@djj.state.va.us

Questions regarding interpretation or implementation of this document may be directed to, Ken Miller Western Regional Office, 5427 Peters Creek Road, Suite 300, Roanoke, VA 24019-3889, telephone (540) 561-7456; Sue Ann Morgan, Northern Region, State House, 1736 Chatsworth Avenue, Suite 301, Hampton, VA 23669, telephone (757) 727-4730.

Guidance Documents related to the Virginia Juvenile Community Crime Control Act (VJCCCA) (§ 16.1-309.2 et seq.):

VJCCCA: Local Plan Instructions, issued annually, with related forms

VJCCCA: Annual Review of Expenditures and Surplus Funds, issued annually

VJCCCA: Program Resource Guide, issued October 1997

VJCCCA: Amendment and Fiscal Adjustment to Local Plans, issued annually

Copies of the following documents may be viewed during regular work days from 8:30 a.m. until 5 p.m. in the certification unit, Department of Juvenile Justice, 700 East Franklin Street, Richmond, VA 23219. Copies may be obtained free of charge by contacting Susan Heck at P.O. Box 1110, Richmond, VA 23218-1110, telephone (804) 786-5914 or FAX (804) 371-0773.

Questions regarding interpretation or implementation of this document may be directed to Susan Heeck, Prevention Specialist, Department of Juvenile Justice, P.O. Box 1110, Richmond, VA 23218-1110, telephone (804) 786-5914 or FAX (804) 371-0773

Guidance Documents related to Delinquency Prevention and Youth Development Act Grant Programs (Offices on Youth) (§ 66-26 et seq.):

Office on Youth Annual Expenditure Reports, issued annually

Departmental Instructions for Offices on Youth to include CSU Related Objectives in Biennial Workplan, issued annually

Special Conditions for Delinquency Prevention and Youth Development Act Grant Awards, issued annually

Office on Youth Renewal Application, issued annually

Compliance Manual for Standards for Delinquency Prevention and Youth Development Act Grant Programs, issued May 15, 1998, 6 VAC 35-60-20 et seq.

"Rules and Regulations Governing Applications for Delinquency Prevention and Youth Development Act Grants," provisionally implemented Spring, 1999. § 66-28.

Copies of the following documents may be viewed during regular work days from 8:30 a.m. until 5 p.m. in the certification unit, Department of Juvenile Justice, 700 East Franklin Street, Richmond, VA 23219. Copies may be obtained free of charge by contacting Donielle Langhorne at P.O. Box 1110, Richmond, VA 23218-1110, telephone (804) 786-6295 or langhoda@djj.state.va.us

Questions regarding interpretation or implementation of this document may be directed Marilyn Miller, Detention Specialist, Division of State and Local Partnerships, Department of Juvenile Justice, P.O. Box 1110, Richmond, VA 23218-1110, telephone (804) 786-5402 or millermg@djj.state.va.us

Guidance Documents related to Detention and other programs:

Department of Juvenile Justice Procedure 02-004 Reportable Incidents (and required reporting forms) effective February 3, 1998

Detention Mental Health Reimbursement Form, issued annually

Detention Transportation Reimbursement Form, issued annually

Step-by-Step Procedures for Approval and Reimbursement for Local Facility Construction, Enlargement and Renovation, Regional Office Work Manual, January 1997, § 16.1-309.5

Annual Block Grant Expenditure Reports (for detention homes and former block grant programs), issued annually

Copies of the following documents may be viewed during regular work days from 8:30 a.m. until 5 p.m. in the Management Information Services Unit of the Department of Juvenile Justice, 700 East Franklin Street, Richmond, VA 23219. Copies may be obtained free of charge by contacting Susan Ghoulston at the same address, telephone (804) 371-0745 or FAX (804) 371-0773.

Guidance Documents

Questions regarding interpretation or implementation of these documents may be directed to Susan Ghoulston, State & Local Partnerships Manager, Department of Juvenile Justice, 700 East Franklin Street, Richmond, VA 23219, telephone (804) 371-0745 or FAX (804) 371-0773.

Guidance Document:

Virginia Department of Juvenile Justice Community Population System: COPS JC-34; COPS JC-2000; forms and instructions for reporting child-care days and for tracking the use of funds in a variety of community-based juvenile justice programs, issued annually, § 16.1-322.3

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Copies of the following documents may be viewed during regular work days from 8:30 a.m. until 5 p.m. in the Interstate Compact Unit of the Department of Juvenile Justice, 700 East Franklin Street, Richmond, VA 23219. Copies may be obtained free of charge by contacting Marci Wharton at the same address, telephone (804) 692-0167 or FAX (804) 371-0773.

Questions regarding interpretation or implementation of these documents may be directed to Marci Wharton, Interstate Compact Coordinator, Department of Juvenile Justice, 700 East Franklin Street, Richmond, VA 23219, telephone (804) 692-0167 or FAX (804) 371-0773.

Guidance Documents:

Form I, Requisition for Runaway Juvenile or Child Removed from Jurisdiction of Court, issued August 21, 1996, § 16.1-323

Form II, Requisition for Escapee or Absconder, issued August 21, 1996, § 16.1-323

Form III, Consent for Voluntary Return by Runaway, Escapee or Absconder, issued August 21, 1996, § 16.1-323

Requesting a Pre-Dispositional/Social History Report, issued October 28, 1996, §§ 16.1-323 through 16.1-330

Requesting Courtesy Supervision for a Parolee, issued August 21, 1996, §§ 16.1-323 through 16.1-330

Requesting Courtesy Supervision for a Probationer, issued August 21, 1996, §§ 16.1-323 through 16.1-330

Home Evaluation Report

Questions regarding interpretation or implementation of these documents may be directed to Jennifer Nolen, Apprenticeship Program Manager, at the same address or at telephone (804) 786-8009 or FAX (804) 786-8418.

Guidance Documents:

Virginia Official Recognized Apprenticeable Occupations List

Standards of Apprenticeship Nail Technicians developed by the Virginia Board of Cosmetology and the Division of Apprenticeship Training, Virginia Department of Labor and Industry, revised August 1995, Title 40.1, Chapter 6, Code of Virginia

Standards of Apprenticeship for Cosmetologists developed by the Virginia Board of Cosmetology and the Division of Apprenticeship Training, Virginia Department of Labor and Industry, revised July 1995, Title 40.1, Chapter 6, Code of Virginia

Standards of Apprenticeship for Barbers developed by the Virginia Board for Barbers and the Division of Apprenticeship Training, Virginia Department of Labor and Industry, revised February 1995, Title 40.1, Chapter 6, Code of Virginia

Standards of Apprenticeship for Opticians developed by the Virginia State Board of Opticians and the Division of Apprenticeship Training, Virginia Department of Labor and Industry, revised June 1992, Title 40.1, Chapter 6, Code of Virginia

Apprenticeship Opportunities brochure, 1998

Student Apprenticeship Opportunities brochure, 1998

Registered Apprenticeship Program brochure, 1998

Steps to Becoming a Registered Apprentice

Registered Apprenticeship - What Everyone Should Know About Apprenticeship

Virginia's Voluntary Registered Apprenticeship Program

Bylaws of the Virginia Apprenticeship Council

Cooperative Working Agreement between the State of Virginia Apprenticeship Council and the Bureau of Apprenticeship and Training, U.S. Department of Labor, revised September 1996

DEPARTMENT OF LABOR AND INDUSTRY

Apprenticeship Program

Copies of the following documents may be viewed during regular work days from 8 a.m. until 5:30 p.m. in the Virginia Department of Labor and Industry (DOLI) headquarters office at 13 South Thirteenth Street, Richmond, VA 23219 or at any DOLI regional office. Copies may be obtained free of charge from the headquarters office by contacting Jennifer Nolen at the same address or at telephone (804) 786-8009 or FAX (804) 786-8418.

Boiler Safety Compliance Division

Copies of the following document may be viewed during regular work days from 8 a.m. until 5:30 p.m. in the office of the Department of Labor and Industry, Powers-Taylor Building, 13 South Thirteenth Street, Richmond, Virginia 23219. Copies may be obtained from Sheila Taylor at the same address, telephone (804) 371-2321 or FAX (804) 371-2324.

Questions regarding interpretation or implementation of this document may be directed to Frederick P. Barton, Boiler Chief Inspector, Department of Labor and Industry, 13 South Thirteenth Street, Richmond, Virginia 23219, telephone (804) 786-3262 or FAX (804) 371-2324.

Guidance Document:

Operations Manual for Boiler Safety Compliance, Chapter One – Organization and Administrative Procedures, Chapter Four - Inspection Procedures, Chapter Seven - Penalties, Chapter Eight - Post Violation and Penalty Issuance Processes, and Chapter Nine - Legal Process, revised October 1999, §§ 40.1-51.5 through 40.1-51.19, copies 10 cents per page, 21 pages

State Labor and Employment Law Division

Copies of the following documents may be viewed during regular work days from 8 a.m. until 5:30 p.m. in the Department of Labor and Industry, Central Office, 13 South Thirteenth Street, Richmond, VA 23219 or at any of the department's regional offices. Copies may be obtained by contacting Dennis Merrill at the Central Office, telephone (804) 786-3224, FAX (804) 371-2324.

Questions regarding interpretation or implementation of these documents may be directed to Dennis G. Merrill, Director, Labor and Employment Law, 13 South Thirteenth Street, Richmond, VA 23219, telephone (804) 786-3224 or FAX (804) 371-2324.

Guidance Documents:

Guide for the Employment of Teenagers (Child Labor), September 4, 1996, copies free

What Every Child Should Know About Virginia's Child Labor Laws, 1997, copies free

State Labor Law Compliance Division Policy Manual, 1997, copies 10 cents per page, 500 pages

Office of Cooperative Programs

Copies of the following documents may be viewed during regular work days from 8 a.m. until 5:30 p.m. at the Virginia Department of Labor and Industry, 13 South Thirteenth Street, Richmond, VA 23219.

Voluntary Protection Program

Copies of the Voluntary Protection Program Manual may be obtained free of charge by contacting Ronald Dick at Virginia Department of Labor and Industry, 13 South Thirteenth Street, Richmond, VA 23219, telephone (804) 786-4751 or FAX (804) 786-8418.

Questions regarding interpretation or implementation of the program or use of the manual may be directed to Ronald Dick, VPP Coordinator at the same address.

Guidance Document:

OSHA Instruction TED 8.1a Voluntary Protection Program (VPP) Policies and Procedures Manual, revised May 24, 1996, available on OSHA's website at www.osha.gov go to "Outreach" and click on "VPP"

Consultation Program

Copies of the following documents may be obtained free of charge by contacting Warren Rice at Virginia Department of Labor and Industry, 13 South Thirteenth Street, Richmond, VA 23219, telephone (804) 786-6613 or FAX (804) 786-8418.

Questions regarding interpretation or implementation of the program may be directed to Warren Rice, Consultation Program Manager at the same address.

Guidance Documents:

OSHA Instruction TED 3.5B Consultation Policies and Procedures Manual, May 30, 1997

Job Safety and Health Poster, May, 2000

Training Requirements/OSHA Standards and Training Guidelines, 1998, 16 VAC 25-90 through 16 VAC 25-130, 16 VAC 25-175 and 16 VAC 25-190

Recordkeeping Guidelines for Occupational Injuries and Illnesses, 1986, 16 VAC 25-10 through 16 VAC 25-30 and 16 VAC 25-60 through 16 VAC 25-190

Occupational Health Compliance Division

Copies of the following documents may be viewed during regular work days from 8 a.m. until 5:30 p.m. in the library of the Department of Labor and Industry, Powers Taylor Building, 4th Floor, 13 South Thirteenth Street, Richmond, VA 23219. Copies of requests up to 20 pages may be obtained free of charge, and for requests 21 pages or more for 5 cents per page by contacting the Occupational Health Compliance Division at the same address, telephone (804) 371-0295 or FAX (804) 371-6524.

Questions regarding interpretation or implementation of these documents may be directed to the Director of Occupational Health Compliance, Virginia Department of Labor and Industry, Powers Taylor Building, 4th Floor, 13 South Thirteenth Street, Richmond, VA 23219, telephone (804) 786-0574 or FAX (804) 371-6524.

Guidance Documents:

Interpretive memorandum and letters on specific VOSH Federal Identical Construction Industry Health Regulations, November 30, 1988 - December 15, 2000, 16 VAC 25-175-1926 et seq.

Interpretive memorandum and letters on specific VOSH Federal Identical General Industry Health Regulations, November 30, 1988 - December 15, 2000, 16 VAC 25-90-1910 et seq.

Occupational Safety Compliance Division

Copies of the following documents may be viewed during regular work days from 8 a.m. until 5:30 p.m. in the library of the Department of Labor and Industry, Powers Taylor Building, 4th Floor, 13 South Thirteenth Street, Richmond, VA 23219. Copies of requests up to 20 pages may be obtained free of charge, and for requests 21 pages or more for 5 cents

Guidance Documents

per page by contacting the program director at the same address, telephone (804) 786-2391 or FAX (804) 371-6524.

Questions regarding interpretation or implementation of these documents may be directed to the Director of Safety Compliance, Virginia Department of Labor and Industry, Powers Taylor Building, 4th Floor, 13 South Thirteenth Street, Richmond, VA 23219, telephone (804) 786-2391 or FAX (804) 371-6524.

Guidance Documents:

Interpretive memorandums and letters on specific VOSH Federal Identical Construction Industry Safety Regulations, November 30, 1988 - December 15, 2000, 16 VAC 25-175-1926 et seq.

Interpretive memorandums and letters on specific VOSH Federal Identical General Industry Safety Regulations, November 30, 1988 - December 15, 2000, 16 VAC 25-90-1910 et seq.

Interpretive memorandums and letters on VOSH Agriculture Field Sanitation Regulation, November 30, 1988 - December 15, 2000, 16 VAC 25-180-10 (1928)

Virginia Occupational Safety and Health Program

Copies of the following documents may be viewed during regular work days from 8 a.m. until 5:30 p.m. at the Central Office of the Department, 13 South Thirteenth Street, Richmond, VA 23219, or at any of the regional or field offices of the department statewide. Copies may be obtained by contacting Regina Cobb at the above address, or at (804) 786-0610 or FAX (804) 786-8418. Documents may also be requested on the department's home page <http://www.dli.state.va.us>.

Questions regarding interpretation or implementation of these documents may be directed to John Crisanti, at the same address, or at (804) 786-4300 or FAX (804) 786-8418.

Guidance Documents:

VOSH Program Directives Manual, revised November 20, 2000, 16 VAC 25-10 through 16 VAC 25-30 and 16 VAC 25-60 through 16 VAC 25-190, copies 10 cents per page, 4,730 pages

VOSH Field Operations Manual, revised July 1997, 16 VAC 25-10 through 16 VAC 25-30 and 16 VAC 25-60 through 16 VAC 25-190, copies 10 cents per page, 461 pages

Virginia Migrant and Seasonal Farmworkers Board

Copies of the Virginia Migrant and Seasonal Farmworkers Board and Interagency Migrant Worker Policy Committee documents may be obtained free of charge by contacting Patti Bell at the Virginia Department of Labor and Industry, 13 South Thirteenth Street, Richmond, VA 23219, telephone (804) 225-3083 or FAX (804) 371-6524.

Questions regarding interpretation or implementation of these documents may be directed to Patti Bell, Administrator,

Migrant and Seasonal Farmworkers Board, at the same address.

Guidance Documents:

Migrant and Seasonal Farmworkers Board By-Laws, amended December 2, 1998, Chapter 24, Code of Virginia

Migrant and Seasonal Farmworkers Board Policy No. 2-92, Consideration of Grant Applications/Proposals, effective April 8, 1992 (rescinded Board Policy Statement No. 1-90), Chapter 24, Code of Virginia

Gubernatorial Memorandum Establishing Interagency Migrant Worker Policy Committee, Outlining Responsibilities and Composition of Same, March 31, 1995

THE LIBRARY OF VIRGINIA

Library Development and Networking Division

Copies of the following documents may be viewed from 9 a.m. until 4:30 p.m. Monday through Friday at the Office of the Librarian, Library of Virginia, 800 East Broad Street, Richmond, VA 23219-8000.

Copies may be obtained free of charge for ten (10) pages and for requests of eleven (11) pages or more for \$.25 per page by contacting Nelson Worley, at the above address, telephone (804) 692-3773, FAX (804) 692-3993, e-mail nworley@lva.lib.va.us.

Information Regarding Public Library Trustees:

Questions regarding interpretation or implementation of this document may be directed to Wayne Modlin, Public Library Consultant, Library Development and Networking, at the above address, telephone (804) 692-3763, FAX (804) 692-3993, e-mail wmodlin@lva.lib.va.us.

Virginia Public Library Trustees Handbook, 1999

Information Regarding Public Libraries:

Questions regarding interpretation or implementation of this document may be directed to Libby Lewis, Assistant Director for Library Services, Library Development and Networking, at the above address, telephone (804) 692-3762, FAX (804) 692-3993, e-mail elewis@lva.lib.va.us.

Public Library Directors' Manual, 2000

Planning for Library Excellence, 1988

Records Management and Imaging Services Division

Copies of the following documents may be viewed from 9 a.m. until 4:30 p.m. Monday through Friday at the Office of the State Librarian, Library of Virginia, 800 East Broad Street, Richmond, VA 23219-8000.

Copies may be obtained free of charge for ten (10) pages and for requests of eleven (11) pages or more for \$.25 per page by contacting C. Preston Huff, State Records Administrator, at

the above address, telephone (804) 692-3607, FAX (804) 692-3603 or e-mail phuff@lva.lib.va.us or Richard Harrington, Manager-Imaging Services Branch, at the above address, telephone (804) 236-3701, FAX (804) 236-3722 or e-mail rharring@lva.lib.va.us.

Information Regarding Records Management and Imaging:

Questions regarding interpretation or implementation of this document may be directed to either C. Preston Huff, State Records Administrator, at the above address, telephone (804) 692-3607, FAX (804) 692-3603 or e-mail phuff@lva.lib.va.us or Richard Harrington, Manager-Imaging Services Branch, at the same address, telephone (804) 236-3701, FAX (804) 236-3722 or e-mail rharring@lva.lib.va.us.

Imaging Services Branch Procedural Manual, revised September 1997

COMMISSION ON LOCAL GOVERNMENT

Copies of the following documents may be reviewed during regular work days from 8:30 a.m. to 5:00 p.m. in the office of the Commission on Local Government, 900 East Main Street, Suite 103, Richmond, VA 23219. Copies may be obtained free of charge by contacting Adele MacLean at the same address, telephone (804) 786-6508, FAX (804) 371-7999 or e-mail amaclean@clg.state.va.us.

Questions about interpretation or implementation of these documents may be directed to Ted McCormack, Deputy Director, Commission on Local Government, 900 East Main Street, Suite 103, Richmond, VA 23219, telephone (804) 786-6508, FAX (804) 371-7999 or e-mail tmccormack@clg.state.va.us.

Guidance Documents:

Guidelines for Advisory Review of Voluntary Economic Growth-Sharing Agreements, adopted November 1996, § 15.2-1301

Guidelines for Submissions in City-to-Town Transitions, adopted January 1997, §§ 15.2-2907, 15.2-2908 and 15.2-4100 et seq.

Information Sheets:

1. Agreements Defining Town Annexation Rights
2. Alternative Approaches To Interlocal Concerns
3. Alternative Forms of County Government in Virginia
4. Annulment of Town Charter
5. Boundary Changes of Towns and Cities
6. Boundary Line Adjustment by Agreement
7. Consolidation of Local Governmental Units
8. Functional Authority of Virginia Local Governments
9. Post-Boundary Change Actions
10. Reversion of a City to Town Status

11. Taxing Powers Granted to Virginia Counties, Cities, and Towns

12. Town Incorporation

13. Voluntary Settlements of Annexation, Transition, or Immunity Issues

14. Discretionary Authorities and Special Districts Available to Local Governments in Virginia

LONGWOOD COLLEGE

Copies of the following document may be viewed during regular work days from 8:15 a.m. until 5 p.m. in the office of the Provost and Vice President for Academic Affairs, Lancaster Building, Room 262, 201 High Street, Farmville, VA 23909. Copies may be obtained for a charge of \$7.20 per copy by contacting Eva Philbeck at the same address, telephone (804) 395-2014, FAX (804) 395-2506 or e-mail ephilbec@longwood.lwc.edu.

Questions regarding interpretation or implementation of this document may be directed to Dr. Norman Bregman, Provost and Vice President for Academic Affairs, Longwood College, 201 High Street, Farmville, VA 23909, telephone (804) 395-2010, FAX (804) 395-2506 or e-mail nbregman@longwood.lwc.edu.

Guidance Document:

Faculty Policies and Procedures Manual, revised July 1999

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Copies of the following document may be viewed during regular work days from 8:15 a.m. until 5 p.m. in the office of the Dean of Students, Lancaster Building, Room 113, 201 High Street, Farmville, VA 23909. Copies may be obtained for a charge of \$3.50 per copy by contacting Dr. Tim Pierson at the same address, telephone (804) 395-2487, FAX (804) 395-2347 or e-mail tpierson@longwood.lwc.edu. The document may be downloaded from the Longwood College Home Page (<http://www.lwc.edu>; click on Student Life; click on Honor/Judicial Programs; click on Student Handbook.)

Questions regarding interpretation or implementation of this document may be directed to Dr. Tim Pierson, Dean of Students, Longwood College, 201 High Street, Farmville, VA 23909, telephone (804) 395-2487, FAX (804) 395-2347 or e-mail tpierson@longwood.lwc.edu.

Guidance Document:

2000-01 Student Handbook, issued August 2000

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Copies of the following document may be viewed during regular work days from 8:15 a.m. until 5 p.m. in the office of the Executive Vice President for Administration and Finance, Lancaster Building, Room 336, 201 High Street, Farmville, VA 23909. Copies may be obtained for a charge of \$10 per copy by contacting Joanie Spillman at the same address, telephone (804) 395-2016, FAX (804) 395-2635 or e-mail jspillma@longwood.lwc.edu. The document may be downloaded from the Longwood College home page

Guidance Documents

(<http://www.lwc.edu>; click on College Offices; click on Administration and Finance; click on Administrative Policies and Procedures Manual.)

Questions regarding interpretation or implementation of this document may be directed to David F. Harnage, Executive Vice President for Administration and Finance, Longwood College, 201 High Street, Farmville, VA 23909, telephone (804) 395-2016, FAX (804) 395-2635 or e-mail dharnage@longwood.lwc.edu.

Guidance Document:

Administrative Policies and Procedures Manual, revised July 2000

STATE LOTTERY DEPARTMENT

Copies of the following documents may be viewed during regular work days from 8:30 a.m. until 4:30 p.m. in the Director's Office of the State Lottery Department, 13th Floor, 900 East Main Street, Richmond, VA 23219. Questions regarding interpretation or implementation of these documents and requests for copies at \$0.15 per page may be directed to Barbara Robertson; Board, Legislative and Regulatory Coordinator; at the same address, telephone (804) 692-7105, FAX (804) 692-7775 or e-mail brobertson@valottery.state.va.us.

Director's Orders:

All director's orders are issued by the department's executive director as administrative orders. These orders interpret and implement 11 VAC 5-30-40, 11 VAC 5-30-250, 11 VAC 5-30-260, 11 VAC 5-30-280, 11 VAC 5-30-330 through 740, 11 VAC 5-40-20 through 100, 11 VAC 5-40-130, and 11 VAC 5-40-310 through 700. The following director's orders are active as of the date of this filing:

08(91), Virginia Lottery Retailer Lotto Jackpot Bonus Program and Rules; Revised, issued 03/11/91

07(93), Program for Placement of Lottery Self-Service Terminals, issued 04/09/93

31(94), Special Licensing Program: Virginia Department of Alcoholic Beverage Control, issued 08/15/94

25(96), Virginia Lottery Retailer "The Big Game" Jackpot Bonus Program and Rules, issued 10/09/96

48(97), Virginia Lottery Retailer Cashing Bonus Program and Rules, issued 12/01/97

01(98), Virginia's Instant Game Lottery 424; "Win for Life," Final Rules for Game Operation, issued 01/14/98

12(98), Virginia's Instant Game Lottery 125; "7 Come 11," Final Rules for Game Operation, issued 06/30/98

14(98), Virginia's Instant Game Lottery 132; "Blackjack II," Final Rules for Game Operation, issued 06/30/98

27(98), Virginia's Instant Game Lottery 433; "Break the Bank," Final Rules for Game Operation, issued 09/18/98

30(98), Virginia's Instant Game Lottery 148; "Lucky Cash," Final Rules for Game Operation, issued 12/23/98

36(98), Virginia's Instant Game Lottery 137; "Snake Eyes," Final Rules for Game Operation, issued 08/18/98

40(98), Virginia's Instant Game Lottery 140; "Hot 7's Tripler," Final Rules for Game Operation, issued 11/03/98

42(98), Virginia's Instant Game Lottery 144; "Queen of Hearts," Final Rules for Game Operation, issued 12/16/98

01(99), Virginia's Instant Game Lottery 145; "Cool Cash," Final Rules for Game Operation, issued 01/08/99

02(99), Establishment of a Sliding Scale for Surety Bonding Requirements, issued 02/22/99

05(99), Virginia's Instant Game Lottery 149; "Gold Card," Final Rules for Game Operation, issued 03/17/99

06(99), Virginia's Instant Game Lottery 151; "Spring Fling," Final Rules for Game Operation, issued 04/05/99

16(99), Virginia's Instant Game Lottery 153; "Hot Hand," Final Rules for Game Operation, issued 04/28/99

20(99), "Lotto" Jackpot Prize, Cash Option, issued 07/01/99

21(99), "The Big Game" Jackpot Prize; Cash Option, issued 07/01/99

34(99), Virginia's Instant Game Lottery 447; "Royal Flush," Final Rules for Game Operation, issued 07/22/99

35(99), Virginia's Fourth On-Line Game Lottery; "Cash 5," Final Rules for Game Operation; Fifth Revision, issued 09/17/99

36(99), Virginia's First On-Line Game Lottery; "Pick 3," Final Rules for Game Operation; Fifth Revision, issued 09/17/99

37(99), Virginia's Third On-Line Game Lottery; "Pick 4," Final Rules for Game Operation; Second Revision, issued 09/17/99

41(99), Virginia's Instant Game Lottery 446; "Wild Time," Final Rules for Game Operation, issued 09/09/99

42(99), Virginia's Instant Game Lottery 156; "Raceway Riches," Final Rules for Game Operation, issued 09/13/99

46(99), Virginia's Second On-Line Game Lottery; "Lotto," Final Rules for Game Operation; Eighth Revision, issued 09/28/99

47(99), Certain Virginia Instant Game Lotteries; End of Games, issued 10/05/99

48(99), Virginia's Instant Game Lottery 432; "Lifetime Bonus," Final Rules for Game Operation; Revised, issued 10/05/99

53(99), Virginia's Instant Game Lottery 168; "Year 2000 Cash," Final Rules for Game Operation, issued 11/15/99

55(99), Virginia's Instant Game Lottery 452; "Zodiac," Final Rules for Game Operation, issued 11/15/99

56(99), Virginia's Instant Game Lottery 448; "Aces High," Final Rules for Game Operation, issued 12/06/99

58(99), Virginia's Instant Game Lottery 174; "Instant Refund II," Final Rules for Game Operation, issued 12/15/99

- 59(99), Virginia's Instant Game Lottery 445; "Super BlackJack," Final Rules for Game Operation, issued 09/21/99
- 01(00), Virginia's Instant Game Lottery 172; "Cash Vault," Final Rules for Game Operation, issued 01/05/00
- 02(00), Virginia's Instant Game Lottery 444; "Gold Fever," Final Rules for Game Operation, issued 01/12/00
- 04(00), Virginia's Instant Game Lottery 178; "Scratch Happy," Final Rules for Game Operation, issued 02/01/00
- 05(00), Virginia's Instant Game Lottery 177; "Red Hot Money II," Final Rules for Game Operation, issued 02/01/00
- 07(00), Virginia's Instant Game Lottery 456; "Lady Luck," Final Rules for Game Operation, issued 02/17/00
- 08(00), Virginia's Instant Game Lottery 175; "VA License Plate," Final Rules for Game Operation, issued 02/17/00
- 10(00), Virginia's Instant Game Lottery 180; "Match 3," Final Rules for Game Operation, issued 02/22/00
- 13(00), Virginia's Instant Game Lottery 455; "Casino Cash," Final Rules for Game Operation, issued 02/29/00
- 14(00), Virginia's Instant Game Lottery 454; "Super Tic Tac Toe," Final Rules for Game Operation, issued 02/29/00
- 15(00), Virginia's Instant Game Lottery 176; "Winner Take All," Final Rules for Game Operation, issued 03/01/00
- 16(00), Virginia's Instant Game Lottery 179; "Buck-A-Roos," Final Rules for Game Operation, issued 03/15/00
- 17(00), Virginia's Instant Game Lottery 312; "Super 7 Bingo," Final Rules for Game Operation, issued 03/15/00
- 18(00), Virginia's Instant Game Lottery 459; "Dog Gone Lucky II," Final Rules for Game Operation, issued 03/16/00
- 19(00), Virginia's Instant Game Lottery 181; "Loose Change," Final Rules for Game Operation, issued 03/16/00
- 20(00), Virginia's Instant Game Lottery 182; "Stinkin' Rich," Final Rules for Game Operation, issued 03/30/00
- 21(00), Virginia's Instant Game Lottery 458; "Virginia Drivers," Final Rules for Game Operation, issued 03/30/00
- 22(00), Virginia's Instant Game Lottery 450; "Caribbean Stud Poker," Final Rules for Game Operation, issued 03/30/00
- 23(00), Virginia's Instant Game Lottery 183; "Hot Slots," Final Rules for Game Operation, issued 03/30/00
- 24(00), Virginia's Instant Game Lottery 184; "Heatwave 2000," Final Rules for Game Operation, issued 03/30/00
- 25(00), Virginia's Instant Game Lottery 313; "Star Spangled Bingo," Final Rules for Game Operation, issued 04/28/00
- 26(00), Virginia's Instant Game Lottery 186; "Double Doubler," Final Rules for Game Operation, issued 04/28/00
- 27(00), Virginia's Instant Game Lottery 187; "Lucky Dog," Final Rules for Game Operation, issued 05/08/00
- 28(00), Virginia's Instant Game Lottery 451; "\$100,000 Jackpot," Final Rules for Game Operation, issued 05/08/00
- 32(00), Virginia's Instant Game Lottery 189; "Cash Cow," Final Rules for Game Operation, issued 05/25/00
- 33(00), Certain Virginia Instant Game Lotteries; End of Games; Revised, issued 05/30/00
- 35(00), Virginia's Instant Game Lottery 191; "Deuces Wild," Final Rules for Game Operation, issued 07/05/00
- 36(00), Virginia's Instant Game Lottery 192; "Lucky Roll Doubler," Final Rules for Game Operation, issued 07/05/00
- 37(00), Virginia's Instant Game Lottery 194; "High Card Doubler," Final Rules for Game Operation, issued 07/05/00
- 39(00), Virginia's Instant Game Lottery 191; "Deuces Wild," Final Rules for Game Operation, issued 07/20/00
- 40(00), Virginia's Instant Game Lottery 193; "Halloween Cash," Final Rules for Game Operation, issued 07/28/00
- 41(00), Virginia's Instant Game Lottery 460; "Jumbo Bucks," Final Rules for Game Operation, issued 07/28/00
- 42(00), Virginia's Instant Game Lottery 461; "Cash Carnival," Final Rules for Game Operation, issued 07/28/00
- 43(00), Virginia's Instant Game Lottery 463; "Show Me The Money," Final Rules for Game Operation, issued 08/21/00
- 44(00), Virginia's Instant Game Lottery 195; "Rake It In," Final Rules for Game Operation, issued 08/21/00
- 45(00), Virginia's Instant Game Lottery 314; "High Stakes Bingo," Final Rules for Game Operation, issued 08/21/00
- 46(00), Virginia's Instant Game Lottery 451; "Club Casino," Final Rules for Game Operation, issued 08/21/00
- 47(00), Virginia's Instant Game Lottery 464; "Fortune Hunt," Final Rules for Game Operation, issued 08/30/00
- 48(00), Virginia Instant Game Lotteries; End of Games, issued 08/30/00
- 49(00), Virginia Instant Game Lotteries, End of Games, issued 09/14/00
- 52(00), Virginia's Instant Game Lottery 465; "Reindeer Games," Final Rules for Game Operation, issued 10/04/00
- 53(00), Virginia's Instant Game Lottery 466; "Treasure Tree," Final Rules for Game Operation, issued 09/28/00
- 54(00), Virginia's Instant Game Lottery 196; "Holiday Cash," Final Rules for Game Operation, issued 10/06/00
- 55(00), Virginia's Instant Game Lottery 197; "Let The Good Times Roll," Final Rules for Game Operation, issued 10/06/00
- 56(00), Virginia's Instant Game Lottery 199; "Lucky Duck," Final Rules for Game Operation, issued 10/06/00
- 57(00), Virginia's Instant Game Lottery 315; "Bingo Blizzard," Final Rules for Game Operation, issued 10/10/00
- 58(00), Virginia's Instant Game Lottery 468; "Pinball Wizard," Final Rules for Game Operation, issued 10/18/00
- 59(00), Virginia's Instant Game Lottery 469; "High Stakes," Final Rules for Game Operation, issued 10/18/00

Guidance Documents

60(00), Virginia's Instant Game Lottery 467; "Red Hot Numbers," Final Rules for Game Operation, issued 10/31/00

61(00), Virginia's Instant Game Lottery 198; "Monte Carlo," Final Rules for Game Operation, issued 10/31/00

62(00), Virginia's Sixth On-Line Game Lottery; "The Big Game," Final Rules for Game Operation; Fourth Revision, issued 10/30/00

63(00), Virginia's Seventh On-Line Game Lottery; "Lotto Virginia," Final Rules for Game Operation, issued 09/17/00

65(00), Virginia's Instant Game Lottery 200; "Beat The Dealer," Final Rules for Game Operation, issued 11/09/00

66(00), Virginia's Instant Game Lottery 471; "Cowboy Cash," Final Rules for Game Operation, issued 11/21/00

67(00), Virginia's Instant Game Lottery 470; "Happy Valentine's Day," Final Rules for Game Operation, issued 11/21/00

68(00), Virginia's Instant Game Lottery 202; "Poker Face," Final Rules for Game Operation, issued 12/01/00

69(00), Certain Virginia On-Line Game Lotteries; End of Games, issued 09/16/00

Policies/Procedures:

On-Line Game Drawing, issued 11/96, 11 VAC 5-40-40

Release of Payroll and Other Personal Data, issued 08/96, DPT Policy #6.05

Recycling and Energy Conservation, issued 05/92, Executive Memorandum 04/90; § 10.1-1425, Director 5-B, Division of Energy and Buildings

Regional Scratch Ticket Sales to Retailers, issued 05/01/00, 11 VAC 5-30-300

Guidelines for Clerk Activated On-Line Terminal Placement, issued 07/97, 11 VAC 5-40-10 et seq.

Virginia Lottery Retailer Manual, issued 06/99, 11 VAC 5-30-10 et seq. and 11 VAC 5-40-10 et seq.

Mail Claims Processing, issued 01/97, 11 VAC 5-30-330 through 740 and 11 VAC 5-40-310 through 690

Scratch Ticket Returns, issued 04/98, 11 VAC 5-30-320

Criteria for Lottery Advertising, issued 07/99, 11 VAC 5-20-60

MARINE RESOURCES COMMISSION

Copies of the following documents may be viewed during regular work days from 8:15 a.m. until 5 p.m. in the offices of the Marine Resources Commission, 2600 Washington Avenue, 3rd Floor, Newport News, VA 23607. Copies may be obtained free of charge by contacting Wilford Kale at the same address, telephone (757) 247-2269 or FAX (757) 247-2020.

Habitat Documents:

Questions regarding interpretation or implementation of habitat documents may be directed to Robert W. Grabb,

Chief, Habitat Management Division, Marine Resources Commission, Newport News, VA 23607, telephone (757) 247-2252 or FAX (757) 247-8062.

Wetlands Guidelines, revised December 1982, § 28.2-1301 D

Subaqueous Guidelines subtitled Guidelines for the Permitting of Activities which Encroach In On or Over the Submerged Lands of the Commonwealth of Virginia, revised February 1986, § 28.2-1200 et seq.

Coastal Primary Sand Dune/Beaches Guidelines subtitled Guidelines for the Permitting of Activities which Encroach into Coastal Primary Sand Dunes/Beaches, revised June 1986, § 28.2-1401 C

Law Enforcement Document:

Questions regarding interpretation or implementation of law enforcement documents may be directed to Colonel Steve Bowman, Chief, Law Enforcement Division, Marine Resources Commission, Newport News, VA 23607, telephone (757) 247-2278 or FAX (757) 247-2020.

Guidelines on Repeat Offenders, revised July 1996, § 28.2-232

MARY WASHINGTON COLLEGE

Copies of the following document may be viewed during regular work days from 8 a.m. until 5 p.m. in the Office of Human Resources, 1301 College Avenue, George Washington Hall, Room 24, Fredericksburg, Virginia 22401. Copies may be obtained free of charge by contacting Sabrina Johnson, Assistant Vice President for Human Resources, at the same address, telephone (540) 654-1046.

Questions regarding interpretation or implementation of this document also may be directed to Sabrina Johnson, Assistant Vice President for Human Resources, at the same address.

Guidance Document:

Smoking Policy, August 15, 1989

DEPARTMENT OF MEDICAL ASSISTANCE SERVICES

Copies of the following documents may be viewed during regular work days from 8:30 a.m. to 5 p.m. in the office of the Department of Medical Assistance Services, 600 East Broad Street, Suite 1300, Richmond, VA 23219. Copies may be obtained either free of charge or at the specified charge by contacting the Freedom of Information Act (FOIA) staff at the same address, telephone (804) 371-6391 or FAX (804) 371-4981.

Questions regarding interpretation or implementation of these documents should be directed to the FOIA staff, at the numbers specified above, who will determine the appropriate staff person to respond and then direct the caller to that appropriate individual.

DMAS Medicaid Memos:

Special 12/31/96 Medicaid Memo, Changes to the Preauthorization Process, issued December 31, 1997; 12 VAC 30-50-95 et seq., free of charge

Special 8/1/96 Medicaid Memo, Medicaid Payment of Medicare Parts A and B Coinsurance, issued August 1, 1996, 12 VAC 30-20-80, free of charge

Special 6/1/96 Medicaid Memo, Durable Medical Equipment Program Requirements, issued June 1, 1996, 12 VAC 30-50-95 et seq., free of charge

Special 5/31/96 Medicaid Memo, Client Medical Management Program, issued May 31, 1996, 12 VAC 30-130-800 et seq., free of charge

Correction 2/9/96 Medicaid Memo, Correction of Incorrect Telephone Number and Replacement Pages for Earlier Medicaid Memo, issued February 9, 1996, free of charge

Special 12/1/95 Medicaid Memo, Implementation of MEDALLION II, issued December 1, 1995, 12 VAC 30-120-260 et seq., free of charge

Special 12/1/95 Medicaid Memo, Coverage of Apnea Monitors, issued December 1, 1995, 12 VAC 30-50-95 et seq., free of charge

Letter 1/26/97, Certificate of Medical Necessity (CMN), issued January 26, 1996, 12 VAC 30-50-95 et seq., free of charge

Special 12/1/95 Medicaid Memo, Correction of the Effective Date for the Revised Certificate of Medical Necessity given in the Medicaid Memo Dated October 13, 1995, issued December 1, 1995, 12 VAC 30-50-95 et seq., free of charge

Special 10/13/95 Medicaid Memo, Durable Medical Equipment and Supply Coverage, issued October 13, 1995, 12 VAC 30-50-95 et seq., free of charge

Special 9/15/95 Medicaid Memo, Augmentative Communication Devices, issued September 15, 1995, 12 VAC 30-50-95 et seq., free of charge

Special 9/1/95 Medicaid Memo, Change in Coordination of Benefits Procedures, issued September 1, 1995, 12 VAC 30-80-170, free of charge

Special 8/15/95 Medicaid Memo, Nutritional Supplements, issued August 15, 1995, 12 VAC 30-50-95 et seq., free of charge

Provider Manual Insert 3/10/97, Direct Dial-Up, issued March 10, 1997, free of charge

Special 11/1/94, Clarification of Issues, issued November 1, 1994, free of charge

Special 9/30/94 Medicaid Memo, *OPTIONS*, issued September 30, 1994, free of charge

Special 6/1/94 Medicaid Memo, Update of DME Program Issues, issued June 1, 1994, 12 VAC 30-50-95 et seq., free of charge

Special 10/1/93 Medicaid Memo, Changes Effective November 1, 1993, issued October 1, 1993, free of charge

Special 7/1/93 Medicaid Memo, Provision of Durable Medical Equipment and Supplies, issued July 1, 1993, 12 VAC 30-50-95 et seq., free of charge

Special 6/1/93 Medicaid Memo, Blood Glucose Monitors and Test Strips, Issued June 1, 1993, 12 VAC 30-50-95 et seq., free of charge

Special 5/1/93, Medicaid Memo, Preauthorization Process, issued May 1, 1993, 12 VAC 30-50-95 et seq., free of charge

Special 7/24/92 Medicaid Memo, HCFA-1500 (12-90) Billing Problems, issued July 24, 1992, free of charge

Special 1/27/97 Medicaid Memo, Settlement of Fiscal Years Ending After July 1, 1996, issued January 27, 1997, 12 VAC 30-70 and 90, free of charge

Special 12/23/96 Medicaid Memo, Hospital Preauthorization, issued December 23, 1996, 12 VAC 30-50-95 et seq., free of charge

Special 12/13/96, Availability of Medicaid Provider Manuals on the World Wide Web, issued December 13, 1996, free of charge

Billing Changes Effective July 1, 1996, issued June 19, 1996, 12 VAC 30-70-Part V, free of charge

Special 6/19/96 Medicaid Memo, The Newborn Eligibility Report (DMAS-213), issued June 19, 1996, free of charge

Special 5/24/96 Medicaid Memo, Diagnosis Related Groups (DRG) Implementation: Billing Changes Effective July 1, 1996, issued May 24, 1996, 12 VAC 30-70-Part V, free of charge

Special 4/26/97, Reimbursement to Hospitals for Newborn Care, issued April 26, 1996, 12 VAC 30-70-Part V, free of charge

Special 2/1/96 Medicaid Memo, Emergency Room Claims for Physician Services, issued February 1, 1996, 12 VAC 30-80-10 et seq., free of charge

Special 9/29/95 Medicaid Memo, Change in Medicare Cost Report Filing Dates, issued September 29, 1995, 12 VAC 30-70 and 90 et seq., free of charge

Special 8/1/95 Medicaid Memo, Changes in Edits on Admissions for Uncomplicated Vaginal Deliveries and Availability of the Home Tomorrow Program, issued August 1, 1995, 12 VAC 30-50-95 et seq., free of charge

Special 8/1/95 Medicaid Memo, Changes in Edits on Inpatient Admissions, issued August 1, 1995, 12 VAC 30-50-95 et seq., free of charge

Special 6/30/95 Medicaid Memo, Physical Therapy and Related Services - Categorization into Two Subgroups, issued June 30, 1995, 12 VAC 30-50-95 et seq., free of charge

Special 3/10/95 Medicaid Memo, Electronic Submission of Claims, issued March 10, 1995, 12 VAC 30-20-180, free of charge

Special 1/1/95 Medicaid Memo, New Billing Procedures, issued January 1, 1995, free of charge

Guidance Documents

Special 10/1/94 Medicaid Memo, Medicaid Credit Balance Reporting, issued October 1, 1994, 12 VAC 30-10-930, free of charge

Special 6/1/94 Medicaid Memo, ICD-9-CM Diagnosis Codes and Length of Stay Files, issued June 1, 1994, 12 VAC 30-70-Part V et seq., free of charge

Special 12/15/93 Medicaid Memo, Payment to Nurse Practitioners and 1994 CPT/HCPCS Codes, issued December 15, 1993, 12 VAC 30-80-10 et seq., free of charge

Special 10/1/93 Medicaid Memo, Transportation Changes Effective November 1, 1993, issued October 1, 1993, 12 VAC 30-50-530, free of charge

Special 10/1/93 Medicaid Memo, UB-92 Billing Instructions, issued October 1, 1993, free of charge

Special 9/30/93 Medicaid Memo, Coverage of Transplant Services, issued September 30, 1993, 12 VAC 30-50-540, free of charge

Special 11/8/96 Medicaid Memo, Third Party Liability Clarifications, issued November 8, 1996, 12 VAC 30-20-190, free of charge

Special 9/13/96 Medicaid Memo, Contents of Notices to Medicaid Recipients, issued September 13, 1996, free of charge

Special 8/1/97 Medicaid Memo, New Coding Instructions, issued August 1, 1997, free of charge

Special 8/1/97 Medicaid Memo, Expansion of Medallion II, issued August 1, 1997, 12 VAC 30-120-260 et seq., free of charge

Special 7/21/97 Medicaid Memo, Reimbursement for the Removal of Norplant Implants, issued July 21, 1997, 12 VAC 30-50-95 et seq., free of charge

Special 7/14/97 Medicaid Memo, Reimbursement to Audiologists for Services Provided to Adults, issued July 14, 1997, 12 VAC 30-50-95 et seq., free of charge

Special 6/16/97 Medicaid Memo, Counseling, HIV Testing, and Treatment for Pregnant Women, issued June 16, 1997, 12 VAC 30-50-290, free of charge

Special 6/20/97 Medicaid Memo, Clarification of the Limitations and Coverage of Psychiatric and Psychological Services, issued June 20, 1997, 12 VAC 30-50-95 et seq., free of charge

Special 6/16/97 Medicaid Memo, Change in the Reimbursement Rate for Licensed Clinical Psychologists, Enrollment of Licensed Clinical Social Workers and Licensed Professional Counselors, issued June 16, 1997, 12 VAC 30-80-10 et seq., free of charge

Special 12/31/96 Medicaid Memo, Expansion of Pharmacy Coverage for Outpatients to Include Payment for Certain Over-the-Counter (OTC) Products When Used as Therapeutic Alternatives to More Costly Legend Drugs, Change in the Payment Methodology for OTC Products and Oral Contraceptives, issued December 31, 1996, 12 VAC 30-50-95 et seq. free of charge

Special 4/1/96 Medicaid Memo, Changes to the Immunization Schedule for EPSDT, issued April 1, 1996, 12 VAC 30-50-95 et seq., free of charge

Special 2/1/96 Medicaid Memo, Emergency Room Claims for Physician Services, issued February 1, 1996, 12 VAC 30-80-30, free of charge

Special 6/1/95 Medicaid Memo, Implementation of a New Physician Fee Schedule, issued June 1, 1995, 12 VAC 30-80-30, free of charge

Special 6/1/95 Medicaid Memo, Processing of Payments for Temporary Detention Orders (TDOs), issued June 1, 1995, free of charge

Special 6/1/95 Medicaid Memo, Outpatient Services, issued June 1, 1995, 12 VAC 30-50-95 et seq., free of charge

Special 6/1/95 Medicaid Memo, Implementation of the Inclusion of the Aged, Blind and Disabled in the MEDALLION Program, issued June 1, 1995, 12 VAC 30-120-260 et seq., free of charge

Special 4/26/95 Medicaid Memo, Billing for Health Maintenance Organization Copayments, issued April 26, 1995, 12 VAC 30-30-20-60, free of charge

Special 1/17/95 Medicaid Memo, CLIA Implementation for Non-Physician Laboratories, issued January 17, 1995, 12 VAC 30-50-95 et seq. free of charge

Special 1/1/95 Medicaid Memo, New Billing Procedures, issued January 1, 1995, free of charge

Special 12/15/93 Medicaid Memo, Payment to Nurse Practitioners, 1994 CPT/HCPCS Codes, issued December 15, 1993, 12 VAC 30-50-320, free of charge

Special 12/15/93 Medicaid Memo, Clarification of Medicaid's Single-Antigen Vaccine Reimbursement Policy, Reimbursement Rates for Selected Vaccines, Establishment of a New Procedure Code for the Vaccine Acel-Immune®, issued December 15, 1993, 12 VAC 30-50-95 et seq., free of charge

Special 10/1/93 Medicaid Memo, Change in Medicaid Reimbursement Policy for Single-Antigen Vaccines When Administration of Combined-Antigen Vaccines is Medically Appropriate, issued October 1, 1993, 12 VAC 30-50-95 et seq., free of charge

Special 11/1/93 Medicaid Memo, Reimbursement for Medications Showing Obsolete NDC Numbers, issued November 1, 1993, 12 VAC 30-50-95 et seq., free of charge

Special 1/27/97 Medicaid Memo, Preauthorization Process Changes, issued January 27, 1997, 12 VAC 30-50-95 et seq., free of charge

Special 8/23/96 Medicaid Memo, New Billing Instructions, issued August 23, 1996, 12 VAC 30-50-95 et seq., free of charge

Special 12/1/93 Medicaid Memo, The Partnership Project for Quality Care in Prescribing and Dispensing: Implementing Prior Authorization, issued December 1, 1993, 12 VAC 30-50-95 et seq., free of charge

Special 1/27/97 Medicaid Memo, Rehabilitation Agency Administrator/Owner Compensation Limitations, issued January 27, 1997, 12 VAC 30-80-20, free of charge

Special 12/20/96 Medicaid Memo, Medicaid Applications and Redeterminations—Authorized Representative Policy, issued December 20, 1996, 12 VAC 30-Chap 40, free of charge

Special 12/20/96 Medicaid Memo, New Medicaid Management Information System (MMIS), issued December 20, 1996, 12 VAC 30-580; free of charge

Special 2/1/95 Medicaid Memo, Clarification of the Appropriate Use of Home Health Versus Waiver Services, issued February 1, 1995, 12 VAC 30-50-95 et seq., free of charge

Special 10/1/93 Medicaid Memo, Revised BabyCare Forms, issued October 1, 1993, 12 VAC 30-50-95 et seq., free of charge

Special 1/22/93 Medicaid Memo, Reminder of BabyCare Billing Revisions, issued January 22, 1997, 12 VAC 30-50-95 et seq., free of charge

Special 9/1/97 Medicaid Memo, Level II Screenings, issued September 1, 1997, 12 VAC 30-60-360, free of charge

Brochures 12/5/96 (2), You Are Being Enrolled in the Medicaid Client Medical Management Program, issued December 5, 1996, 12 VAC 30-130-800 et seq., free of charge

Booklet 5/1/97, Virginia Medicaid Handbook, issued May 1, 1997, revised annually, free of charge

Special 7/11/97 Medicaid Memo, Disenrollment of Newborns Not Yet Assigned to a Health Plan and Enrollment of Newborns in the Eligibility System, issued July 11, 1997, 12 VAC 30-30 and 40 et seq., free of charge

Special 7/25/97 Medicaid Memo, University of Virginia—Study of Case Management Services, issued July 25, 1997, 12 VAC 30-50-410 et seq., free of charge

Provider Manual Insert 3/10/95, Direct Dial-Up, issued March 10, 1995, free of charge

Special 7/23/93 Medicaid Memo, Pre-Admission Screening Criteria for Nursing Facility and Community-Based Care Services, issued July 23, 1993, 12 VAC 30-60-300 et seq., free of charge

Special 8/1/93 Medicaid Memo, Facility Billing Codes (Ambulatory Surgery Centers), issued August 1, 1993, 12 VAC 30-80-30; free of charge

Special 8/1/93 Medicaid Memo Revised, Facility Billing Codes (Ambulatory Surgery Centers), issued August 1, 1993, 12 VAC 30-80-30; free of charge

Special 5/1/94 Medicaid Memo, Nursing Facility Admission Packages, issued May 1, 1994, 12 VAC 30-60-360, free of charge

Special 6/1/94 Medicaid Memo, Provider Manual Disclaimer, issued June 1, 1994, 12 VAC 30-10-470; free of charge

Special 8/1/94 Medicaid Memo, Changes to the Nursing Home Pre-Admission Screening and Provider Forms and AIDS Waiver Process, Survey of Community-Based Care (CBC Providers), issued August 1, 1994, 12 VAC 30-60-360, 12 VAC 12 VAC 30-120-Part III, free of charge

Special 7/31/95 Medicaid Memo, Nursing Facility and Community-Based Care Enrollment, Reimbursement, and Provision of Community-Based Care Services, issued July 31, 1995, 12 VAC 30-60-360, 12 VAC 30-120-Part I, free of charge

Special 2/16/96 Medicaid Memo, Time Frames by Which Cases Remanded by the Department of Medical Assistance Services (DMAS) Hearing Officers Must Be Completed, issued February 16, 1996, 12 VAC 30-110, free of charge

Special 4/1/97 Medicaid Memo, Restatement of the Procedures for Pre-Admission Screening, Outline of the Changes to the Assignment of Control Numbers for Billing Purposes, issued April 1, 1997, 12 VAC 30-60-300 et seq.; free of charge

Special 4/11/97 Medicaid Memo, Expanded Mental Health, Mental Retardation, and Substance Abuse Services, issued April 11, 1997, 12 VAC 30-50-95 et seq., 12 VAC 30-60-140, 12 VAC 30-130-Part VIII, free of charge

Special 5/21/97 Medicaid Memo, Certification of Coverage Required by the Health Insurance Portability and Accountability Act of 1996 (HIPAA), issued May 21, 1997, free of charge

Special 1/6/98 Medicaid Memo, New Peer Review Organization (Corrected Date of Issue), issued January 6, 1998, 12 VAC 30-10-550; free of charge

Special 1/16/98 Medicaid Memo, Placement of Individuals with Mental Retardation and Mental Illness in the Elderly and Disabled Waiver, issued January 16, 1998, 12 VAC 30-120-10 through 60; free of charge

Special 3/6/98 Medicaid Memo, Level II Screenings (new address and telephone and fax numbers only), issued March 6, 1998, 12 VAC 30-10-790; free of charge

Special 5/29/98 Medicaid Memo, New Rates for Adult Day Health Care, issued May 29, 1998, 12 VAC 30-120-10 through 60; free of charge

Special 5/29/98 Medicaid Memo, Termination of Recipients from Participation in Personal and/or Respite Care Services, issued May 29, 1998, 12 VAC 30-120-10 through 60; free of charge

Special 5/29/98 Medicaid Memo, Use of the Uniform Assessment Instrument for Preadmission Screening for the AIDS Waiver and Technology Assisted Waiver, issued May 29, 1998, 12 VAC 30-120-70 through 130 and 12 VAC 30-140 through 200; free of charge

Special 6/30/98 Medicaid Memo, Gynecological and Obstetric Services Exempted from MEDALLION PCP Referral Requirements, issued June 30, 1998, 12 VAC 30-120-260 through 350; free of charge

Guidance Documents

Special 6/30/98 Medicaid Memo, Changes to Mental Health and Mental Retardation Services, issued June 30, 1998, 12 VAC 30-50-225; free of charge

Special Medicaid Memo, Clarification of Documentation Criteria for Outpatient Psychiatric Services, issued June 30, 1998, 12 VAC 30-60-140; free of charge

Special 7/13/98 Medicaid Memo, Billing for the Completion of the Assessment of Active Treatment Needs for Individuals With MI or MR Who Request Services Under the Elderly and Disabled Waiver and New Order Number for the Revised Assessment Document, issued July 13, 1998, 12 VAC 30-120-10 through 60; free of charge

Special 3/19/99 Medicaid Memo, Supplying HCFA-1500 (12-90) Forms, free of charge

Letter 5/26/99, HCFA Report for the Elderly and Disabled Waiver, 12 VAC 30-120-10 through 60; free of charge

Manual # 80024, AIDS Waiver Case Management Services Manual, issued 1988/substantially revised 1991/continuously revised, 12 VAC 30-120-Part III, \$24

Manual # 8018, BabyCare Manual/second edition issued June 24, 1999/continuously revised, 12 VAC 30-50-95 et seq., \$25

Manual # 8007, Dental Manual, second edition issued July 15, 2000/continuously revised, 12 VAC 30-50-95 et seq., \$25

Manual # 8030, Elderly Case Management Services Manual, second edition issued September 8, 2000/continuously revised, 12 VAC 30-50-460, \$25

Manual # 8010, Freestanding Renal Dialysis Clinic Manual, second edition issued May 21, 1999/continuously revised, 12 VAC 30-50-95 et seq., \$25

Manual # 8014, Home Health Manual, second edition issued June 11, 1999/continuously revised, 12 VAC 30-50-95 et seq., \$24

Manual # 8023, Hospice Manual, second edition issued April 1, 1999/continuously revised, 12 VAC 30-50-95 et seq., \$25

Manual # 8001, Hospital Manual, second edition issued November 1, 2000/continuously revised, 12 VAC 30-50-95 et seq. and 12 VAC 30-70-Part V, \$26

Manual # 8008, Independent Laboratory Manual, second edition issued June 15, 1999/continuously revised, 12 VAC 30-50-95 et seq., \$25

Manual # 8006, Medical Equipment and Supplies Manual second edition issued February 1, 2000/continuously revised, 12 VAC 30-50-95 et seq., \$24

Manual # 8009, Mental Health Clinic Manual, second edition issued April 14, 2000/continuously revised, 12 VAC 30-50-95 et seq., \$25

Manual # 8017, Nursing Home Manual, second edition issued April 15, 2000/continuously revised, 12 VAC 30-90-Part II, \$28

Manual # 8019, Nursing Home Pre-Admission Screening Manual second edition issued June 7, 2000/continuously revised, 12 VAC 30-130-Part III, \$25

Manual # 8015, Pharmacy Manual, second edition issued April 1, 1999/continuously revised, 12 VAC 30-50-95 et seq., \$25

Manual # 8002, Physician Manual, second edition issued February 15, 1999/continuously revised, 12 VAC 30-50-95 et seq., \$25

Manual # 8012, Podiatry Manual, second edition issued May 29, 1999/continuously revised, 12 VAC 30-50-95 et seq., \$27

Manual # 8020, Prosthetic Device Manual, second edition issued January 4, 1999/continuously revised, 12 VAC 30-50-95 et seq., \$26

Manual # 8029, Psychiatric Services Manual, second edition issued April 28, 2000/continuously revised, 12 VAC 30-50-95 et seq., call for price

Manual # 8013, Rehabilitation Manual, second edition issued February 1, 2000/continuously revised, 12 VAC 30-50-95 et seq., \$25

Manual # 8027, School Division Provider Manual, second edition issued June 21, 1999/continuously revised, 12 VAC 30-50-95 et seq., \$28

Manual #8034, State/Local Hospitalization Program Manual, issued October 1998/continuously revised, 12 VAC 30-50-95 et seq., \$28

Manual # 8028, Technology-Assisted Waiver and Private Duty Nursing Services Manual, first edition issued November 1, 2000/continuously revised, 12 VAC 30-120-Part II, phone for price

Manual # 8004, Transportation Manual, second edition issued February 1, 1999/continuously revised, 12 VAC 30-50-95 et seq., \$24

Manual # 8003, Vision Manual, second edition issued July 15, 1999/continuously revised, 12 VAC 30-50-95 et seq., \$24

Manual # 8031, Assisted Living Services Manual, second edition issued November 1, 2000/continuously revised, 12VAC30-120-450 through 12 VAC30-120-480, phone for cost

Manual #8035, Community Mental Health Rehabilitative Services Manual, first edition issued August 1, 2000/continuously revised; 12 VAC 30-50-225; \$25

Special 8/2/00 Medicaid Memo, Medallion II Expansion into Areas Adjacent to Central Virginia, issued August 2, 2000, 12 VAC 30-120-360 through 440; free of charge

Special 8/8/00 Medicaid Memo, Rate Increase, Effective July 1, 2000, issued August 8, 2000, free of charge

Special 8/24/00 Medicaid Memo, Emergency Criteria for the Mental Retardation Waiver, issued August 24, 2000, 12 VAC 30-120-210 through 250; free of charge

Special 8/30/00 Medicaid Memo, Availability of Provider Manuals on the Internet and Suppression of Paper Copies of

Manuals, issued August 30, 2000, 12 VAC 30-10-470; free of charge

Special 9/11/00 Medicaid Memo, Group Home Vacancies to Be Posted on the DMAS Website, issued September 11, 2000, free of charge

Special 9/19/00 Medicaid Memo, Provider Enrollment and Billing Information Regarding Individual and Family Developmental Disabilities Support Waiver, issued September 19, 2000, 12 VAC 30-120-700 through 800; free of charge

Special 9/19/00, Medicaid Memo, Annual Reassessments/Reauthorizations, issued September 19, 2000, 12 VAC 30-60-300; free of charge

Special 11/7/00 Medicaid Memo, Hospital-Based Ambulance Services Changes, issued November 7, 2000, 12 VAC 30-50-95 et seq., free of charge

Special 12/8/2000 Medicaid Memo, Clarification of Reimbursement for Physician Direction of Mental Health Clinics, issued December 8, 2000, 12 VAC 30-50-95 et. seq., free of charge

Special 12/15/00 Medicaid Memo, Nursing Home Cost Reimbursement Limitations, issued December 15, 12 VAC 30-90-290, free of charge

BOARD OF MEDICINE

Copies of the following documents may be viewed during regular work days from 8:15 a.m. until 5 p.m. at the offices of the Department of Health Professions, 6606 W. Broad Street, 4th Floor, Richmond, VA 23230. Copies may also be requested by email at medbd@dhp.state.va.us. Questions regarding interpretation or implementation of these documents or requests for copies may be directed to William L. Harp, M.D., Executive Director of the Board at the address above or by telephone at (804) 662-9908. Copies are free of charge.

Guidance Documents:

85-1, Listing of examinations which are accepted for each of the professions regulated by the Board of Medicine, revised October 1995

85-2, Assistant Attorney General opinion of October 25, 1986 on who can do a school physical examination

85-3, Listing of foreign medical schools whose graduates are required to provide additional information, revised March 1996

85-4, Listing of approved schools for physician assistant licensure and prescriptive authority, June 1994

85-5, Staff guide for responding to calls concerning medical records, April 1997

85-6, Board Briefs #53, Summer/Fall 1997, Ownership of health care records

85-7, Board Briefs #52, Spring 1997, Pharmacotherapy for weight loss

85-8, Board Briefs #51, Fall 1996, Physician/patient relationship and the prescribing of drugs for family and self

85-9, Board Briefs #49, Spring 1995, Pain management

85-10, Board Briefs #43, Fall 1991, Recommendation for preventing transmission of HIV or hepatitis B virus to patients during exposure, prone invasive procedures

85-11, Board of Medicine order on William Hurwitz regarding use of opioids in management of chronic, noncancer pain, August 10, 1996

85-12, Consumer Guide to the Virginia Board of Medicine, approved by the board at its meeting on February 5, 1998

85-13, Board Briefs, Special edition, March 1998, Information on new Impaired Practitioner Program

85-14, Board Briefs, Spring 1998, Pain Management Guidelines

85-15, Board Briefs, Spring 1999, Guidelines Concerning the Ethical Practice of Surgeons and Surgery Interns and Residents

85-16, Board Briefs, Winter 1999, Questions and Answers on Continuing Competency Requirements for the Virginia Board of Medicine.

85-17, Rules for the placement and use of equipment necessary for recording or broadcasting a hearing, revised December 2000

DEPARTMENT OF MENTAL HEALTH, MENTAL RETARDATION AND SUBSTANCE ABUSE SERVICES

Copies of the following documents may be viewed during regular work days from 8 a.m. until 4:30 p.m. in the DMHMRSAS library on the 3rd floor of the Jefferson Building, 2012 Bank Street, Richmond, VA. Copies may be obtained by contacting Wendy Brown, Office of Planning and Development, P.O. Box 1797, Richmond, VA 23214, telephone (804) 225-2252 or FAX (804) 371-0092.

Questions regarding interpretation or implementation of these documents may be directed to the staff persons listed with each document. The costs of the documents vary depending on the document. The cost of any document is listed with each document.

Guidance Documents:

Guidelines for the Management of Individuals Found Not Guilty by Reason of Insanity, revised 1997, §§ 19.2-167 through 19.1-182 and 19.2-182.2 through 19.2-182.16, \$30, contact James Morris, Ph.D., (804) 786-2614

SFY 2001 Community Services Performance Contract Package, issued June 20, 2000, § 37.1-198, no cost, contact Paul R. Gilding, (804) 786-4982

Rules and Regulations for the Licensure of Facilities and Providers of Mental Health, Mental Retardation and Substance Abuse Services Interpretive Guidelines, issued

Guidance Documents

January 13, 1995, 12 VAC 35-102, \$1.80, contact Greg Stolcis, (804) 786-1747

Office of Licensing: Protocols, issued November 14, 2000, § 37.1-179.1 and § 37.1-182, no cost, contact Greg Stolcis, (804) 786-1714

Standards Manual for Interdepartmental Regulation of Children's Residential Facilities, issued July 1, 2000, 22 VAC 42-10-10 et seq., no cost, contact Charlene Vincent, (804) 692-1961

Background Investigation Procedures for Employees, Volunteers, and Services Providers Affiliated with Children's Residential Facilities, issued February 1, 1997, § 63.1-248.7:2, no cost, contact Charlene Vincent, (804) 692-1961

Audit Guidance for Auditors and Managers of Community Services Boards and CSB Contract Agencies, issued July 1999, no cost, contact Ken Gunn, (804) 786-1555

Comprehensive State Plan 2000-2006, issued January 2000, § 37.1-48.1, no cost, contact Charline Davidson (804) 786-7357

Comprehensive State Plan for 2000-2006 Guidance for CSB, BHA, and Local Government Department Input, issued May 6, 1999, § 37.1-48.1, no cost, contact Charline Davidson (804) 786-7357

CSB Procurement Procedures Manual, latest revision date August 1, 2000, §§ 37.1-198 and 248.1, no cost, contact Horace Ford, (804) 786-5812

Financial Management Standards/Accounts Receivable and Reimbursement Procedures, Volume III, issued April 1990, § 37.1-197.7, no cost, contact John F. Jackson or Barry A. Mason, (804) 786-3942

Financial Management Standards for Community Services Boards, issued July 1994, no cost, contact Ken Gunn, (804) 786-1555

Individualized Client Data Elements IV, issued February 4, 1993, no cost, contact Bob Chaffin, (804) 786-4148

Performance and Outcome Measurement System: CSB Operations Manual, Version 1.1, issued August 1, 2000, § 37.1-198, no cost, contact J. Randy Koch, Ph.D., (804) 225-3394

Priority Populations Implementation Guidelines, Issued June 21, 2000, no cost, contact J. Randy Koch, Ph.D. (804) 225-3394

Handbook on Medicaid Certification as an Outpatient Rehabilitation Agency for Providers of Early Intervention Services for Infants and Toddlers with Disabilities and Their Families, issued July 1992, §§ 2.1-760 through 2.1-768, no cost, contact Anne Lucas, (804) 371-6592

Guidance Materials: Virginia's Part H Individual Child Data Form '96-'97, issued April 1997, §§ 2.1-760 through 2.1-768, no cost, contact Anne Lucas, (804) 371-6592

Guidance on Personnel Standards, Component Nine of Virginia's Part H Policies and Procedures, issued August

1994, §§ 2.1-760 through 2.1-768, no cost, contact Anne Lucas, (804) 371-6592

Guidance on Part H Fiscal Issues: Medicaid, Private Insurance, Champus, and Sliding Fee Scales, issued August 1994, §§ 2.1-760 through 2.1-768, no cost, contact Anne Lucas, (804) 371-6592

Family Support within Part H of the Individuals with Disabilities Education Act, issued April 1994, §§ 2.1-760 through 2.1-768, no cost, contact Anne Lucas, (804) 371-6592

Guidance to Local Councils: Interagency Agreement Components, issued January 1994, §§ 2.1-760 through 2.1-768, no cost, contact Anne Lucas, (804) 371-6592

Guidance Package: Mechanism(s) for Ensuring Local Assurances, issued February 1, 1994, §§ 2.1-760 through 2.1-768, no cost, contact Anne Lucas, (804) 371-6592

Strengthening Partnerships: A Guide to Family Rights in the Virginia Early Intervention System, issued October 2000, §§ 2.1-760 through 2.1-768, no cost, contact Anne Lucas, (804) 371-6592

Guidance on Transitioning: From Services Under IDEA, Part H to Services Under IDEA, Part B, issued February 1995, §§ 2.1-760 through 2.1-768, no cost, contact Anne Lucas, (804) 371-6592

Early and Periodic Screening, Diagnosis and Treatment Program Technical Assistance Packet, issued January 1995, §§ 2.1-760 through 2.1-768, no cost, contact Anne Lucas, (804) 371-6592

Technical Assistance Packet: Ability to Pay Mechanisms and Fees under Part H, issued October 1995, §§ 2.1-760 through 2.1-768, no cost, contact Anne Lucas, (804) 371-6592

Technical Assistance on the Implementation of the Surrogate Parent Requirements, §§ 2.1-760 through 2.1-768, no cost, contact Anne Lucas, (804) 371-6592

Family-Centered Early Intervention Within the Context of Daily Activities and Routines of Children and Families: Development of the IFSP, issued October 2000, §§ 2.1-760 through 2.1-768, no cost, contact Anne Lucas, (804) 371-6592

Procedures for Continuity of Care Between Community Services Boards and State Psychiatric Facilities, revised February 3, 1997, §§ 15.2-1704, 15.2-1710, 15.2-1724, 15.2-1727; §§ 16.1-275, 16.1-280, 16.1-338, 16.1-339; §§ 16.1-341 through 16.1-345; §§ 19.2-169.6 and 19.2-177.1; §§ 37.1-48 through 37.1-197.1; § 63.1-174.001, no cost, contact Michael Shank, (804) 371-2480

OBRA '87 Pre-admission Screening Manual for State Mental Health and Mental Retardation Facilities, reissued November 1997, 12 VAC 30-130-150, no cost, contact Fran Roberson, (804) 371-2134

OBRA '87 Resident Review Manual for State Medicaid-Certified Nursing Facilities, reissued February 1998, 12 VAC 30-130-150, no cost, contact Fran Roberson, (804) 371-2134

Office of Human Rights, Protocols, Procedures and Practices Manual, revised effective January 1, 2001, § 37.1-84.1 and § 37.1-84.3, no cost, contact Rita Hines, (804) 786-3988

DEPARTMENT OF MILITARY AFFAIRS

Copies of the following documents may be viewed during regular work days from 8 a.m. until 4:30 p.m. in the office of the Department of Military Affairs, Building 316, Fort Pickett, Blackstone, Virginia, 23824. Copies may be obtained free of charge by contacting Mary Sunderlin at the same address, telephone (804) 298-6103, FAX (804) 298-6250 or e-mail sunderlinm@va-arng.ngb.army.mil.

Questions regarding interpretation or implementation of these documents may be directed to Mary Sunderlin, Administrative Assistant to the Adjutant General at the address above.

Guidance Documents:

VaARNG Regulation No. 56-3/VaANG Instruction No. 24-301, Registration of Privately Owned Vehicles by Virginia National Guard Personnel (Special Virginia National Guard License Plates), revised May 1, 2000, § 46.2-725, 46.2-744 and 46.1-105.9

VaARNG Regulation No. 56-5/VaANG Instruction No. 24-3011, Registration of Privately Owned Vehicles by Retired Virginia National Guard Personnel (Special Virginia National Guard License Plates), revised May 1, 2000, §§ 46.2-725, 46.2-726 and 46.2-765.5

VaARNG Regulation Number 621.1, Education, Virginia National Guard Tuition Assistant Program, May 1, 2000, § 23-7.4:2

VaARNG Regulation Number 405-1, Armory Management, Army Control Board and Non-Military Use of Armories, July 15, 1994, § 44-135.1

STATE MILK COMMISSION

Copies of the following documents may be viewed during regular work days from 8 a.m. until 4:30 p.m. in the office of the State Milk Commission, Ninth Street Office Building, 200 North Ninth Street, Suite 915, Richmond, Virginia 23219. Copies may be obtained free of charge by contacting Edward C. Wilson at the same address, telephone (VOICE/TTY) (804) 786-2013, FAX (804) 786-3779, or e-mail ewilson@smc.state.va.us.

Questions regarding interpretation or implementation of these documents may be directed to Edward C. Wilson, Deputy Administrator, State Milk Commission, Ninth Street Office Building, 200 North Ninth Street, Suite 915, Richmond, Virginia 23219, telephone (VOICE/TTY) (804) 786-2013, FAX (804) 786-3779, or e-mail ewilson@smc.state.va.us.

Guidance Documents:

Virginia State Milk Commission Monthly Report Audit Manual, May 1970, 2 VAC 15-20-70

Informational Memorandum VASMC B92-1, March 13, 1992, 2 VAC 15-20-40

Informational Memorandum VASMC 92-2, March 13, 1992, 2 VAC 15-20-100

Informational Memorandum VASMC 93-2, June 18, 1993, 2 VAC 15-20-70

Informational Memorandum VASMC 93-3, June 18, 1993, 2 VAC 15-20-110

Informational Memorandum VASMC 93-4, June 18, 1993, 2 VAC 15-20-90

Informational Memorandum VASMC 93-5, June 18, 1993, 2 VAC 15-20-70

DEPARTMENT OF MINES, MINERALS AND ENERGY

The following list shows guidance documents of the Department of Mines, Minerals and Energy (DMME). A guidance document is defined under the state Administrative Process Act as one that provides information or guidance of general applicability to agency staff or to the public to interpret or implement laws or the agency's regulations.

The list is divided into sections by DMME division and type of document. Documents and memoranda are listed in chronological order. Procedures are listed in numerical order. Forms used by agency staff are listed by form number. The list provides, as applicable, the document number, document name, date issued or last revised, statute or regulation that the document interprets or implements, and the number of pages. The locations where these guidance documents are available for public inspection and the name of the person to contact with questions regarding the documents are provided in each section of this list.

Unless otherwise noted, the first 20 pages of any guidance document or group of documents needing to be copied are free of charge, and subsequent pages cost 25 cents per page.

This list meets the requirements of §§ 9-6.14:7.2 and 9-6.16 of the Code of Virginia. Questions regarding this list of guidance documents may be directed to Cheryl Cashman, Department of Mines, Minerals and Energy, 202 North Ninth Street, 8th Floor, Richmond, VA 23219, telephone (804) 692-3213 or FAX (804) 692-3237.

For TTY contacts to the department regarding all guidance documents on this list, call the Virginia Relay Center at 1-800-828-1120.

General DMME Documents

The following documents may be viewed or copied during regular work days from 8 a.m. until 5 p.m. at the Department of Mines, Minerals and Energy's Customer Assistance Center, U.S. Route 23 South, P.O. Drawer 900, Big Stone Gap, VA 24219. Copies may be obtained by contacting Lola Flanary or Cindy Ashley at the same address, telephone (540) 523-8233, (540) 523-8235 or FAX (540) 523-8141.

Questions regarding interpretation or implementation of this document may be directed to Mike Abbott, Public Relations

Guidance Documents

Manager, Department of Mines, Minerals and Energy, U.S. Route 23 South, P.O. Drawer 900, Big Stone Gap, VA 24219, telephone (540) 523-8146 or FAX (540) 523-8148.

Guidance Documents:

Responding to Requests for Information, revised March 31, 2000, § 2.1-340 et seq., 7 pages

DMME-IR-1, Requests for Information Under FOIA, December 28, 1999, § 2.1-340 et seq., 1 page

Minerals Management Plan, revised May 1991, § 2.1-512.1, 59 pages (Also see the Subaqueous Minerals Management Plan of the Marine Resources Commission, April 1991, § 28.2-1208, 6 pages)

Division of Mines (DM)

Board of Coal Mining Examiners

The following documents may be viewed or copied during regular work days from 8 a.m. to 5 p.m. by contacting Lola Flanary or Cindy Ashley at the Department of Mines, Minerals and Energy, Customer Assistance Center, U.S. Route 23 South, P.O. Drawer 900, Big Stone Gap, VA 24219, telephone (540) 523-8233, (540) 523-8235 or FAX (540) 523-8141.

Questions regarding interpretation or implementation of these documents may be directed to Frank A. Linkous, Chairman, Board of Coal Mining Examiners, Department of Mines, Minerals and Energy, Division of Mines, U.S. Route 23 South, P.O. Drawer 900, Big Stone Gap, VA 24219, telephone (540) 523-8226 or FAX (540) 523-8239.

Guidance Documents:

List of Board of Coal Mining Examiners Certification Requirements, revised July 1999, 4 VAC 25-20:

Advanced First Aid, 2 pages

Advanced First Aid Instructor, 2 pages

Automatic Elevator Operator, 1 page

Board of Coal Mining Examiners Instructor, 2 pages

Chief Electrician (Surface), 2 pages

Chief Electrician (Surface and Underground), 2 pages

Dock Foreman, 1 page

Electrical Maintenance Foreman (Surface), 2 pages

Electrical Maintenance Foreman (Surface and Underground), 2 pages

First Class Mine Foreman, 2 pages

First Class Shaft or Slope Foreman, 1 page

General Coal Miner, 1 page

Hoisting Engineer, 1 page

Mine Inspector, 2 pages

Preparation Plant Foreman, 1 page

Qualified Gas Detection, 1 page

Surface Blaster, 1 page

Surface Electrical Repairman, 2 pages

Surface Facilities Foreman for Shops, Labs, and Warehouses, 1 page

Surface Foreman, 1 page

Top Person, 1 page

Underground Diesel Engine Mechanic, 1 page

Underground Diesel Engine Mechanic Instructor, 2 pages

Underground Electrical Repairman, 2 pages

Underground Shot Firer, 1 page

Notice to All Applicants for Certification Examination, 1 page

Division of Mines Study Guides

The following study guides are available during regular work days from 8 a.m. until 5 p.m. at the Department of Mines, Minerals and Energy's Customer Assistance Center, U.S. Route 23 South, P.O. Drawer 900, Big Stone Gap, VA 24219. Copies may be obtained by contacting Lola Flanary or Cindy Ashley, telephone (540) 523-8233, (540) 523-8235 or FAX (540) 523-8141.

Questions regarding interpretation or implementation of these documents may be directed to Marilyn Gates, Office Services Specialist, Department of Mines, Minerals and Energy, Division of Mines, U.S. Route 23 South, P.O. Drawer 900, Big Stone Gap, VA 24219, telephone (540) 523-8149 or FAX (540) 523-8239.

Guidance Documents:

The following guides are for study in preparation for the Board of Coal Mining Examiners Certification examinations. Costs for individual guides are indicated below. All guides implement 4 VAC 25-20.

Diesel Engine Mechanic, April 1994, \$3.00

Surface Facility Foreman, November 1994, \$5.00

Underground Mine Foreman, February 1994, \$7.00

Hoisting Engineer, April 1994, \$6.00

Surface Blaster, April 1994, \$6.00

Surface Foreman, January 1996, \$7.00

Top Person, November 1994, \$5.00

Shot Firer, 1989, \$5.00

Electrical, February 1997, \$7.00

First Aid for Miners, April 1996, \$5.50

Division of Mines Study and Instruction Material

The following study and instruction materials are available on diskette, free of charge, at the Department of Mines, Minerals and Energy, Division of Mines, U.S. Route 23 South, P.O. Drawer 900, Big Stone Gap, VA 24219.

Questions regarding the interpretation or implementation of this material, or to obtain a copy of these documents, contact Carroll Green, Inspector Supervisor, Division of Mines at the same address, telephone (540) 523-8232 or FAX (540) 523-8239; or Rebecca Moore, Office Services Specialist, Division of Mines, at the same address, telephone (540) 523-8227, same FAX number.

Guidance Documents:

First Class Surface Mine Foreman Continuing Education, September 1998

Diesel Engine Repairman Continuing Education, June 1998

Roof Bolter PowerPoint Presentation, June 1998

First Class Underground Mine Foreman Continuing Education, March 1998

Underground New Miner and Annual Retraining Instructor Manual, January 1998

Surface New Miner and Annual Retraining Instructor Manual, January 1998

Gas Detection Packet, January 1998

Monthly Safety Talks and Job Safety Observations, January 1998

General Coal Miner Surface and Underground, Coal Mine Safety Laws of Virginia, January 1999, § 45.1-161.37

Advanced First Aid Certification, Instructor, 24 Hour Class (Outline), June 1996, § 45.1-161.199

Advanced First Aid Certification Student Manual, June 1996, § 45.1- 61.199

Division of Mines Notices and Memoranda To Operators

The following documents may be viewed or copied during regular work days from 8 a.m. to 5 p.m. at the Department of Mines, Minerals and Energy, Division of Mines, U.S. Route 23 South, P.O. Drawer 900, Big Stone Gap, VA 24219.

Questions regarding interpretation or implementation of these documents may be directed to Frank A. Linkous, Chief, Division of Mines at the same address, telephone (540) 523-8226, or FAX (540) 523-8239.

Guidance Documents:

Department of Mines, Minerals and Energy, Division of Mines Personnel with Assigned Area and Telephone Numbers (Updated as changes to DM personnel occur. Copies are either mailed or hand-delivered by DM personnel to coal mine operators.), §§ 45.1-161.97 A, C, and D, 3 pages

Operator Memorandum DM-00-06, DMME-Division of Mines Rescue and Recovery Plan, November 7, 2000 (updated yearly), 8 pages

Operator Memorandum DM 00-05, 2001 Certification Examination Schedule, November 7, 2000, 1 page

Operator Memorandum DM 00-04, Safety Information Update and Recent Accident Investigation Reports, July 19, 2000, 39 pages.

Operator Memorandum DM 00-03, State-Designated Mine Rescue, January 31, 2000 (updated yearly), 2 pages

Operator Memorandum DM 00-02, On-Shift Examination of All Mobile Equipment, January 4, 2000, 1 page

Operator Memorandum DM 00-01, Ninth Annual Coal Mine Safety Awards, January 4, 2000 (updated yearly), 4 pages

Operator Memorandum DM 99-10, Submittal of Annual Report and Tax Affidavits, December 27, 1999 (updated yearly), 1 page

Operator Memorandum DM 99-08, Update of Virginia's Mine Foremen Continuing Education Activities, October 1, 1999, § 45.1-161.33 and Board of Coal Mining Examiners Requirements, 2 pages

Operator Memorandum DM 99-06, Practical Exercises For Examinations, May 13, 1999, Board of Coal Mining Examiners, 4 pages

Operator Memorandum DM 99-05, Reciprocity Agreement With West Virginia, May 7, 1999, § 45.1-161.33 and Board of Coal Mining Examiners Requirements 4 VAC 25-2-40, 4 pages

Operator Memorandum DM 99-04, HALT Alerts: Multimeter Safety; Electrical Equipment Safety; Roof Control on Knowing and Following The Plan will Prevent Accidents; Examinations and Evaluations, April 12, 1999, 5 pages

Operator Memorandum DM-99-03, Required Submittal of Annual Affidavits to the Department of Mines, Minerals and Energy, February 26, 1999, 1 page

Operator Memorandum DM 98-04, Department of Mines, Minerals and Energy, Community Colleges Team-Up to Help Mine Foreman Meet New Continuing Education Requirements, March 2, 1998, Board of Coal Mining Examiners Requirements, 4 VAC 25-20-10 et seq., 2 pages

Operator Memorandum DM 98-05, 1998 Certification Examination Schedule, revised April 27, 1998 (Now includes General Coal Miner and Gas Detection Training) (updated annually), 4 VAC 25-20, 1 page

Operator Memorandum DM 98-06, Safety Alerts "Tree Cutting," "Accident and Stress Management" and "Haulage," July 20, 1998, 3 pages

Operator Memorandum DM-98-08, Safety Alerts "Roof Control," "Roof Control-Removal of Roof Supports" and "Roof Control-Geological Conditions," October 19, 1998, 3 pages

Operator Memorandum DM 98-09, Continuing Education - Surface Foreman, October 23, 1998, Board of Coal Mining Examiners Requirements, 4 VAC 25-20-10 et seq., 2 pages

Operator Memorandum DM 97-18, Advanced First Aid Trainees, December 12, 1997, § 45.1-161.199, 10 pages

Operator Memorandum DM 97-17, On-Site Examination of Mine Foremen by a Mine Inspector, December 5, 1997, § 45.1-161.35, 12 pages

Guidance Documents

Operator Memorandum DM 97-15, Certification Examination - First Aid Section, November 7, 1997, 4 VAC 25-20-10, 2 pages

Operator Memorandum DM 97-12, HALT, "Surface Safety Alert!!" and "Material Handling Safety Alert!!," September 15, 1997, 3 pages

Operator Memorandum DM 97-08, HALT, "Roof Fall Safety Alert!! Look Up And Live," and "Silicosis: There is no cure for this disease," June 2, 1997, 3 pages

NOTICE TAMPERING WITH METHANE MONITORING EQUIPMENT, sign for posting available free of charge, contact John Thomas, (540) 523-8228, § 45.1-161.232 (Sign is distributed by DM personnel during regular inspections.)

Operator Memorandum DM 96-12, Electrical Certification Reciprocity, November 13, 1996, 1 page

Operator Memorandum DM 96-11, Required Supplement to the Emergency Response Plan, November 13, 1996, § 45.1-161.202 F, 3 pages

Operator Memorandum DM 96-10, 1997 Mine License Renewal Procedure, November 14, 1996, § 45.1-161.57 B, 2 pages

Operator Memorandum DM 96-07, Safety Alert "Surface Safety Alert!! You're Never Too Old to Learn"; "Material Handling Safety Alert!! Don't Let Materials Handle You"; "Slipping and Falling Safety Alert!! Don't Slip for Safety's Sake," October 4, 1996, 4 pages

Accident Bulletin "An Important Message to Virginia's Miners," October 1996, 2 pages

Operator Memorandum DM 96-06, Mine-Safety Alert! "Hazards Associated with the Unsafe Operation of Single Head Roof Drills," September 24, 1996, 2 pages

DMME-Division of Mines, Mine Emergency Directory, revised October 1998, § 45.1-161.77 F, 22 pages

Operator Memorandum DM 96-05, Mine-Safety Alert! "Hazards Associated with Dislodging Permanent Roof Supports," "Hazards Associated with Welding Fuel Tanks," "Hazards Associated With Traveling Inby Permanent Roof Supports," and Hazards Associated with Defective or Worn Cabs and Canopies"; and HALT: "Stay Alert - Stay Unhurt," "Roof Fall Safety Alert!! Look Up and Live," and "Surface Safety Alert!! Stay Alert - Stay Unhurt," May 30, 1996, 6 pages

"Response to Questions Related to Operation and Maintenance of Mine Hoists and Automatic Elevators," May 23, 1996, 13 pages

Operator Memorandum DM 96-03, Safety Alerts: "Electrical Hazards" and "Mining Near Abandoned Workings," January 29, 1996, 3 pages

Operator Memorandum DM 96-02, "Requirements for General Coal Miner Certification," January 17, 1996, § 45.1-161.37, 5 pages (includes forms)

Operator Memorandum DM 95-17, Winter Alert! Checklist, "Underground Coal Mines" and "Surface Work Areas," November 13, 1995, 3 pages

"Procedural Policy for Virginia Mine Safety Risk Assessment," September 5, 1995, §§ 45.1-161.81 and 45.1-161.82, 4 pages

Operator Memorandum DM 95-14, Procedures for Administrative Review of Notices of Violation, August 25, 1995, § 45.1-161.90 D, 10 pages

Operator Memorandum DM 95-13, Necessary Equipment Required for an EMT-A (Note: Update of law section number only), July 28, 1995, § 45.1-161.199, 3 pages

Operator Memorandum DM 95-12, Searches of Coal Miners for Smoking Materials, July 7, 1995, §§ 45.1-161.77 and 45.1-161.179. NOTE: "Notice" for posting by operators at active mines may be obtained free of charge by contacting John Thomas, (540) 523-8228 (2 pages-Memo only; does not include sign. The sign is distributed by DM personnel during regular inspections.)

Operator Memorandum DM 95-11, New Mine Map Requirements Effective July 1, 1995, June 19, 1995, § 45.1-161.64, 1 page

Operator Memorandum DM 95-08, Mine-Safety Alert! "Ground Control Hazards Associated with Surface Coal Mining," May 26, 1995, 2 pages

Operator Memorandum DM 95-07, Independent Contractors Performing Work at Licensed Mine Sites, May 11, 1995, §§ 45.1-161.8, 45.1-161.14, and 45.1-161.90, 2 pages

Operator Memorandum DM 95-06, Mine-Safety Alert! "Hazards Associated with Handling Rotating Drill Steel," March 3, 1995, 2 pages

Operator Memorandum DM 95-04, Mine-Safety Alert! "Hazards Associated with Surface Haulage," and " Hazards Associated with Underground Haulage," February 3, 1995, 3 pages

Operator Memorandum DM 94-20, Winter Alert Checklists: "Surface Work Areas" and "Underground Coal Mines," December 14, 1994, 3 pages

Operator Memorandum DM 94-19, Emergency Response, Ground Control, and Smoker Search Program Plans Required by January 6, 1995, November 19, 1994, §§ 45.1-161.177, 45.1-161.202, and 45.1-161.248, 8 pages

Mine-Safety Alert, "Hazards Associated with Roof Bolting Machine Fast-Feed Controls," "Conveyor Belt Haulage Fatality," 1995, 2 pages

Operator Memorandum DM 94-17, Winter Alert! "Changing Mine Conditions Increase Safety Hazards," "Control Methane and Maintain Proper Ventilation," "Control Coal Dust," "Roof Control," and "Beware Freezing Conditions," November 10, 1994, 3 pages

Operator Memorandum DM 94-14, New Mine License Application, July 20, 1994, Article 5 of Chapter 14.2 of Title 45.1, 2 pages (includes DM-CM-1 License Application Form)

Operator Memorandum DM 94-09, Requirements for Licensing Of Mines, June 13, 1994, § 45.1-161.57 A, 2 pages

Operator Memorandum DM 94-08, Fire Boss Certification Eliminated, June 10, 1994, 1 page

Operator Memorandum DM 94-04, Winter Alert Checklist: Surface Areas, January 19, 1994, 2 pages

Operator Memorandum DM 93-20, Winter Alert Checklist: Changing Underground Mine Conditions, December 6, 1993, 2 pages

Operator Memorandum DM 93-18, Winter Alert! "Changing Mine Conditions Increase Safety Hazards," October 27, 1993, 2 pages

Operator Memorandum DM 93-15, Mine-Safety Alert! "Hazards Associated with Overhead High Voltage Transmission Lines," and "Hazards Associated with High Pressure Hydraulic Systems," September 10, 1993, 2 pages

Operator Memorandum DM 93-12, Bleeder Plan Required by January 1, 1994 (Includes Guidelines for Bleeder Plans), August 2, 1993, § 45.1-161.220, 4 pages

Operator Memorandum DM 93-13, Second Class Mine Foreman Certification Eliminated, July 27, 1993, § 45.1-14, 1 page

Operator Memorandum DM 93-08, Mine-Safety Alert! "Handling Equipment Covers," and "Roof Bolter Pinch Points," May 14, 1993, 2 pages

Safety Alert! "Roof Fall Fatality," December 1992, 2 pages

Safety Alert! "Conveyor Belt Haulage Accident," November 1992, 1 page

Mine-Safety Alert! "Recognition of Hazards Associated with Work Areas," "Installation and Use of Cabs/Canopies," and "Underground Haulage Equipment," 2 pages

Winter Alert! "Cold Weather Brings Changing Mine Conditions," November 6, 1992, 2 pages

Electrical Repairman Certification Clarification of Reinstatement Procedure, November 6, 1992, 4 VAC 25-20, 2 pages

Roof Control Plan-Roof Control Plan Requirements, November 6, 1992, § 45.1-161.109, 2 pages

Certification Requirements-Supporting Documentation to Work Experience Form (BOE-2), October 6, 1992, 4 VAC 25-20, 1 page

Mine Safety Awareness, September 16, 1992, 1 page

Mine-Safety Alert! "Hazards Associated with the Disposal of Explosives" and "Hazards Associated with Machinery Repairs," August, 1991, 1 page

Elimination of Cable Splicer Certification, August 16, 1991, 4 VAC 25-20, 1 page

Mine-Safety Alert! "Hazards Associated with Remote Controlled Mining Equipment," February 8, 1991, 2 pages

Position of DM on Utilization of EMT's in Emergency Situations, January 22, 1991, § 45.1-101.1, 1 page

Mine-Safety Alert! "Electrical Hazards Associated with Trailing Cable Repairs," and "Hazards Associated with Guy Wires"; "Unexpected Movement of Roof Drills," and "Unexpected Movement of Longwall Shields," January 18, 1991, 3 pages

Abandoned Workings, June 26, 1990, §§ 45.1-62(a) and 45.1-62(b), 1 page

Administering Certification Examinations Orally (Discontinued), March 20, 1989, 4 VAC 25-20, 1 page

Reopening Inspections, September 12, 1988, §§ 45.1-21.J, and 45.1-5 (a), 2 pages

Division of Mines Procedures

The following procedures may be viewed or copied during regular work days from 8 a.m. to 5 p.m. at the Department of Mines, Minerals and Energy, Division of Mines, U.S. Route 23 South, P.O. Drawer 900, Big Stone Gap, VA 24219.

Questions regarding interpretation or implementation of these procedures may be directed to Frank A. Linkous, Chief, Division of Mines at the same address, telephone (540) 523-8226, or FAX (540) 523-8239. These procedures are used by agency staff to implement the Coal Mine Safety Act, § 45.1-161.7 et seq.

Guidance Documents:

Procedure No. 1.03.01, Emergency Response Team, January 1, 1997, 10 pages

Procedure No. 1.03.02, Rescue and Recovery Plan, revised November 5, 1999, 6 pages (updated plan only)

Procedure No. 1.03.03, State Designated Mine Rescue, January 1, 1997, 4 pages

Procedure No. 1.04.01, Inspections of Coal Mines, January 29, 1999, 3 pages

Procedure No. 1.04.02, 5-Day Spot Inspection, January 13, 1999, 4 pages

Procedure No. 1.04.03, Reopening Inspection, August 18, 1998, 5 pages

Procedure No. 1.04.04, Regular Inspections, January 1, 1997, 7 pages

Procedure No. 1.04.05, Spot Inspection, January 1, 1997, 2 pages

Procedure No. 1.04.06, Risk Assessment, January 1, 1997, 3 pages

Procedure No. 1.04.07, Independent Contractors, January 1, 1997, 2 pages

Procedure No. 1.04.08, Smoking Articles Inspection, January 29, 1999, 5 pages

Procedure No. 1.04.09, Administrative Review of Notices of Violation, January 1, 1997, 8 pages

Procedure No. 1.05.01, Investigation of Accidents and Incidents, January 1, 1997, 2 pages

Guidance Documents

Procedure No. 1.05.02, Inundation of Water and Gas, January 1, 1997, 2 pages

Procedure No. 1.05.03, Methane Ignition, January 1, 1997, 3 pages

Procedure No. 1.05.04, Serious Personal Injury, January 1, 1997, 2 pages

Procedure No. 1.05.05, Unintentional Roof Falls, January 1, 1997, 2 pages

Procedure No. 1.05.06, Unlicensed Mine Sites, January 1, 1997, 2 pages

Procedure No. 1.05.07, Safety Complaints, January 1, 1997, 2 pages

Procedure No. 1.05.08, Blasting Complaints, January 1, 1997, 1 page

Procedure No. 1.05.09, Investigation Documents File, May 3, 1999, 2 pages

Procedure No. 1.05.10, Safety Issues Involving Coal Mines and Gas Well Activities, August 1, 2000, 3 pages

Procedure No. 1.06.01, Plan Approvals, January 1, 1997, 5 pages

Procedure No. 1.06.02, Map Submittals, January 1, 1997, 3 pages

Procedure No. 1.06.03, Mining Near Gas Wells, January 1, 1997, 4 pages

Procedure No. 1.07.01, Technical Instruction, January 29, 1999, 3 pages

Procedure No. 1.07.02, Small Mine Safety Service, January 29, 1999, 4 pages

Procedure No. 1.07.03, Training and Accident Reduction, January 29, 1999, 3 pages

Procedure No. 1.08.01, Licensing, January 29, 1999, 4 pages

Procedure No. 1.08.02, Licensing Through Initial Reclamation of Mine Sites, January 1, 1997, 2 pages

Procedure No. 1.08.03, Requests Through the Freedom of Information Act, January 1, 1997, 2 pages

Procedure No. 1.08.04, Other Requests for Assistance, January 1, 1997, 2 pages

Procedure No. 1.09.01, Certification of Miners, May 1, 1999, 5 pages

Procedure No. 1.09.02, Recertification Requirements, January 1, 1997, 3 pages

Procedure No. 1.09.03, Revocation of Certification, January 1, 1997, 1 page

Procedure No. 1.09.04, Certification Requiring on Site Observation, January 1, 1997, 1 page

Procedure No. 1.10.01, Computers, January 29, 1999, 2 pages

Procedure No. 1.10.02, Vehicles (Maintenance, Accidents, Cleaning), January 29, 1999, 5 pages

Procedure No. 1.10.03, Field Equipment (Maintenance, Inventory), January 1, 1997, 2 pages

Procedure No. 1.10.04, Office Equipment (Maintenance, Inventory), January 1, 1997, 2 pages

Procedure No. 1.10.05, Equipment/Supplies Orders and Requests, January 1, 1997, 2 pages

Division of Mines Forms

The following forms may be viewed or copied during regular work days from 8 a.m. to 5 p.m. at the Department of Mines, Minerals and Energy, Division of Mines, U.S. Route 23 South, P.O. Drawer 900, Big Stone Gap, VA 24219.

Questions regarding interpretation or implementation of these forms may be directed to John Thomas, same address, telephone (540) 523-8228 or FAX (540) 523-8239. List is current as of November, 1997. These forms are used by agency staff to implement the Coal Mine Safety Act, § 45.1-161.7 et seq.

Guidance Documents:

DM-CM-3, Underground Coal Mine Inspection Report, July 1, 1994, 1 page

DM-CM-3s, Underground Coal Mine Inspection Report, January 1, 1998, 1 page

DM-CM-05, Itinerary, July 1, 1993, 1 page

DM-COM-1, Comment Sheet, July 1, 1994, 1 page

DM-CRF, Roof Fall Cleanup Instruction Form, July 1, 1988, 1 page

DM-DC-01, Operator Assistance Request Form, August 1999, 1 page

DM-DE-01, Diesel Equipment Data Form, July 1, 1994, 1 page

DM-DE-02, Diesel Equipment Checklist, July 1, 1994, 1 page

DM-F-1, Accident Investigation Report, April 1, 1992, 1 page

DM-F-2, Roof Fall Investigation Report, April 1, 1992, 1 page

DM-IGN-1, Ignition Investigation Report, April 1, 1992, 1 page

DM-IMP-1, Impoundment Inspection Form, October 1, 1997, 1 page

DM-IS-01, Initial 5-Day Spot Inspection Information Form, July 1, 1994, 1 page

DM-IU-01, Inundation Investigation Report, April 1, 1992, 1 page

DM-LIC-01, License to Operate a Mine, November 1, 1997, 1 page

DM-RAS-1, Surface Mine, Auger, Highwall Miner Risk Assessment, August 1, 1995, 1 page

DM-RAU-1, Underground Mine Risk Assessment, August 1, 1995, 1 page

DM-RV-1, Report of Violation, July 1, 1994, 1 page
DM-TS-1, Technical Specialist's Report, July 1, 1994, 1 page
DM-V-1, Violation, July 1, 1994, 2 pages
DM-VM-1, Notice of Violation, July 1, 1994, 1 page
DM-WI-1, Special Written Instructions, July 1, 1994, 1 page

Guidelines For Application of Regulatory Standards

The following documents may be viewed or copied during regular work days from 8 a.m. to 5 p.m. at the Department of Mines, Minerals and Energy, Division of Mines, U. S. Route 23 South, P. O. Drawer 900, Big Stone Gap, VA 24219.

Questions regarding interpretation or implementation of these documents may be directed to John Thomas, same address, telephone (540) 523-8228 or FAX (540) 523-8239. List is current as of November, 2000. These documents are used by agency staff to implement the Coal Mine Safety Act, § 45.1-161.7 et seq.

Chapter 14.2, Article I, Section 45.1-161.8, Definitions, Accidents, April 10, 2000, 1 page

Chapter 14.2, Article I, Section 45.1-161.8, Definitions, Operator, April 10, 2000, 1 page

Chapter 14.2, Article I, Section 45.1-161.8, Definitions, Surface Coal Mine and Underground Coal Mine, April 10, 2000, 1 page

Chapter 14.2, Article 2, Section 45.1-161.23, Technical Specialist, April 10, 2000, 1 page

Chapter 14.2, Article 3, Section 45.1-161.30 A, Performance of Certain Tasks by Uncertified Persons: Penalty, April 10, 2000, 1 page

Chapter 14.2, Article 3, Section 45.1-161.37A, General Coal Miner Certification, April 10, 2000, 1 page

Chapter 14.2, Article 3, Section 45.1-161.38 A, First Class Mine Foreman Certification, April 10, 2000, 1 page

Chapter 14.2, Article 5, Section 45.1-161.57 A, License Required for Operation of Coal Mines, Term, April 10, 2000, 1 page

Chapter 14.2, Article 5, Section 45.1-161.63 B, C, Notices to Department: Resumption of Mining Following Discontinuance, April 10, 2000, 2 pages

Chapter 14.2, Article 7, Section 45.1-161.77 A, Reports of Explosions and Mine Fires, April 10, 2000, 1 page

Chapter 14.2, Article 7, Section 45.1-161.78 A, Operator's Reports of Accidents; Investigations; Reports by Department, April 10, 2000, 2 pages

Chapter 14.2, Article 8, Section 45.1-161.83, Review of Inspection Reports and Records, April 10, 2000, 1 page

Chapter 14.2, Article 8, Section 45.1-161.84 A, Advance Notice of Inspections; Confidentiality of Trade Secrets, April 10, 2000, 1 page

Chapter 14.2, Article 8, Section 45.1-161.85 A, Scheduling of Inspections, April 10, 2000, 1 page

Chapter 14.2, Article 9, Section 45.1-161.90 A, Notices of Violation, April 10, 2000, 3 pages

Chapter 14.3, Article 2, Section 45.1-161.115 D, Supplies of Materials for Supports, April 10, 2000, 1 page

Chapter 14.3, Article 4, Section 45.1-161.124 A, Shop and Other Equipment, April 10, 2000, 1 page

Chapter 14.3, Article 5, Section 45.1-161.129, Blasting Practices: Penalty, April 10, 2000, 1 page

Chapter 14.3, Article 6, Section 45.1-161.139, Inspection of Underground Equipment, April 10, 2000, 1 page

Chapter 14.3, Article 6, Section 45.1-161.141 E, Self-Propelled Equipment, April 10, 2000, 1 page

Chapter 14.3, Article 6, Section 45.1-161.143 A, B, Transportation of Material, April 10, 2000, 1 page

Chapter 14.3, Article 6, Section 45.1-161.147, Operation of Equipment, April 10, 2000, 1 page

Chapter 14.3, Article 6, Section 45.1-161.149, Availability of Mantrips, April 10, 2000, 1 page

Chapter 14.3, Article 7, Section 45.1-161.159 A & C, Hoisting Engineer, April 10, 2000, 1 page

Chapter 14.3, Article 8, Section 45.1-161.165, Maintenance of Mine Openings, April 10, 2000, 1 page

Chapter 14.3, Article 11, Section 45.1-161.195 A, Inspection of Electric Equipment and Wiring; Checking and Testing Methane Monitors, April 10, 2000, 1 page

Chapter 14.3, Article 11, Section 45.1-161.195 B, C, D, Inspection of Electric Equipment and Wiring: Checking and Testing Methane Monitors, April 10, 2000, 2 pages

Chapter 14.3, Article 11, Section 45.1-161.196, Repairs to Circuits and Electric Equipment, April 10, 2000, 1 page

Chapter 14.3, Article 12, Section 45.1-161.197, First Aid Equipment, April 10, 2000, 1 page

Chapter 14.3, Article 12, Section 45.1-161.199, Certified Emergency Medical Services Personnel, April 10, 2000, 5 pages

Chapter 14.3, Article 13, Section 45.1-161.202 B, Emergency Response Plans; List of Next of Kin, April 10, 2000, 1 page

Chapter 14.3, Article 13, Section 45.1-161.206, Diesel Powered Equipment, April 10, 2000, 1 page

Chapter 14.3, Article 14, Section 45.1-161.209, On-shift Examinations, April 10, 2000, 2 pages

Chapter 14.3, Article 14, Section 45.1-161.210 J, Weekly Examinations, April 10, 2000, 1 page

Chapter 14.3, Article 14, Section 45.1-161.221 D, Coursing of Air, April 10, 2000, 1 page

Chapter 14.3, Article 14, Section 45.1-161.222, Actions for Excessive Methane, April 10, 2000, 2 pages

Guidance Documents

Chapter 14.3, Article 16, Section 45.1-161.251 A, Employment of Inexperienced Underground Miners, April 10, 2000, 1 page

Chapter 14.4, Article 2, Section 45.1-161.256, 257, Safety Examinations, April 10, 2000, 2 pages

Chapter 14.4, Article 2, Section 45.1-161.258, Areas with Safety or Health Hazards, April 10, 2000, 1 page

Chapter 14.4, Article 4, Section 45.1-161.262, First Aid Equipment, April 10, 2000, 2 pages

Chapter 14.4, Article 12, Section 45.1-161.288 & 290, Inspection of Electric Equipment and Wiring; Checking and Testing Methane Monitors, April 10, 2000, 1 page

Division of Mined Land Reclamation (DMLR)

Division of Mined Land Reclamation Memoranda

The following documents may be viewed or copied during regular work hours from 8 a.m. until 5 p.m. at the Department of Mines, Minerals and Energy, Customer Assistance Center, U.S. Route 23 South, P.O. Drawer 900, Big Stone Gap, VA 24219. Inquiries may be directed to Lola Flanary or Cindy Ashley, telephone (540) 523-8233, (540) 523-8235 or FAX (540) 523-8141.

Questions regarding interpretation or implementation of these documents may be directed to William H. Bledsoe, Agency Management Lead Analyst, Department of Mines, Minerals and Energy, Division of Mined Land Reclamation, same address, telephone (540) 523-8177 or FAX (540) 523-8163.

Guidance Documents:

Memorandum No. 1-00, Regulation Change (2000-1), May 10, 2000, 11 pages

Memorandum No. 3-99, Groundwater Monitoring Frequency, November 5, 1999, 2 pages

Memorandum No. 1-99, Regulation Change, January 15, 1999, 47 pages

Memorandum No. 1-98, Permit Streamline Procedures—Forms, Renewals, Mid-term Reviews, and Pre-subsidence Survey (Hydrologic Data), December 17, 1998, 4 VAC 25-130, Part 770, 3 pages

Memorandum No. 5-98, Permit Information, September 18, 1998, 4 VAC 25-130.774.13, 2 pages

Memorandum No. 4-98, Order to Revise Permit Plans, July 10, 1998, 4 VAC 25-130, 5 pages

Memorandum No. 3-98, Permit Streamline Procedures, June 16, 1998, 4 VAC 25-130, 3 pages

Memorandum No. 2-98, Letter of Credit, June 1, 1998, § 45.1-241.C, 4 pages

Memorandum No. 5-97 2-98, Letter of Credit, revised June 1, 1998, § 45.1-241, 4 pages

Memorandum No. 3-96, Forestry Land Use, July 9, 1996, 4 VAC 25-130, 8 pages

Memorandum No. 6-95, Biosolids Use, August 9, 1995, 4 VAC 25-130, 6 pages

Memorandum No. 5-95, Highwall Settlement, August 3, 1995, 4 VAC 25-130, 3 pages

Memorandum No. 2-95, Coal Combustion By-Products Guidelines, January 30, 1995, 4 VAC 25-130, 5 pages

Memorandum No. 12-94, Application Submittal and Payment of Anniversary Fees, December 5, 1994, 4 VAC 25-130, 1 page

Memorandum No. 11-94, Public Notification and Comment Periods, November 21, 1994, 4 VAC 25-130, 1 page

Memorandum No. 8-94, Normal Husbandry Practices, October 27, 1994, 4 VAC 25-130, 1 page

Memorandum No. 7-94, NPDES Reporting, August 29, 1994, 4 VAC 25-130, 2 pages

Memorandum No. 2-94, Example Publication for Bond Reduction/Release, April 11, 1994, 4 VAC 25-130, 7 pages

Memorandum No. 10-93, Certification and Examination of Impoundments/Basins/Fills, December 16, 1993, 4 VAC 25-130, 6 pages

Memorandum No. 9-93, Company Structure Master File, November 17, 1993, 4 VAC 25-130, 2 pages

Memorandum No. 5-93, Contractor Information in Public Notice, June 14, 1993, 4 VAC 25-130, 1 page

Memorandum No. 9-92, Blasters Enforcement Certification, December 1, 1992, 4 VAC 25-130, 1 page

Memorandum No. 8-92, NPDES Permits for Storm Water Discharges, September 25, 1992, 4 VAC 25-130, 20 pages

Memorandum No. 7-92, Wording of Public Notices, September 11, 1992, 4 VAC 25-130, 1 page

Memorandum No. 5-92, Bond Standardization, August 17, 1992, 4 VAC 25-130, 3 pages

Memorandum No. 3-92, Updating Ownership and Control Information, April 28, 1992, 4 VAC 25-130, 1 page

Memorandum No. 10-91, Changes to Application Submittal Procedures, July 3, 1991, 4 VAC 25-130, 3 pages

Memorandum No. 5-91, Certification of Maps, Plans and Cross-sections, May 7, 1991, 4 VAC 25-130, 5 pages

Memorandum No. 2-91, Cost Bond for Long-Term Facilities, February 5, 1991, 4 VAC 25-130, 1 page

Memorandum 3-90, Standardized Reporting Form for Quarterly Acid Base Monitoring, June 28, 1990, 4 VAC 25-130, 2 pages

Memorandum 1-90, Baseline Hydrologic Data Requirements for PHC Assessments, January 17, 1990, 4 VAC 25-130, 2 pages

Memorandum 9-89, Mining Operations Near Facilities (Oil and Gas Lines, Telephone Lines, Etc.), June 9, 1989, 4 VAC 25-130, 1 page

Memorandum No. 3-89, Filing of an application during the public participation process, March 17, 1989, 4 VAC 25-130, 1 page

Memorandum No. 6-88, Waivers to Mine Within 300 Feet, May 6, 1988, 4 VAC 25-130, 3 pages

Memorandum No. 1-87, Processing Applications, January 14, 1987, 4 VAC 25-130, 4 pages

Memorandum No. 13-86, Application Processing Time Limit, December 18, 1986, 4 VAC 25-130, 1 page

Memorandum No. 8-85, NPDES Enforcement Policy, April 7, 1985, 4 VAC 25-130, 2 pages

Memorandum No. 4-85, Notice of Effluent Non-Compliance Report, February 25, 1985, 4 VAC 25-130, 1 page

Memorandum No. 2-85, Confidential Information, February 8, 1985, 4 VAC 25-130, 1 page

Memorandum No. 5-84, Reclamation Fees and Application Approvals, May 25, 1984, 4 VAC 25-130, 2 pages

Memorandum No. 4-84, Renewal Reports, May 23, 1984, 4 VAC 25-130, 5 pages

Memorandum No. 12-83, Permit Revisions, September 27, 1983, 4 VAC 25-130, 3 pages

Memorandum 3-83, Certificates of Deposits, February 10, 1983, 4 VAC 25-130, 1 page

Memorandum 11-82, Access to DMLR files and Copy Charges, June 28, 1982, 4 VAC 25-130, 1 page

Memorandum 8-82, Air Pollution Control Plan, March 31, 1982, 4 VAC 25-130, 1 page

Division of Mined Land Reclamation Procedures

The following documents may be viewed or copied during regular work hours from 8 a.m. until 5 p.m. at the Department of Mines, Minerals and Energy, Customer Assistance Center, U.S. Route 23 South, P.O. Drawer 900, Big Stone Gap, VA 24219. Inquiries may be directed to Lola Flanary or Cindy Ashley, telephone (540) 523-8233, (540) 523-8235 or FAX (540) 523-8141.

Questions regarding interpretation or implementation of these documents may be directed to Gavin M. Bledsoe, Hearings and Legal Services Officer, Department of Mines, Minerals and Energy, Division of Mined Land Reclamation, same address, (540) 523-8157 or FAX (540) 523-8163.

Guidance Documents:

Procedure No. 1.2.01, Threatening, Abusing, or Impeding a Division Employee, revised March 12, 1997, § 45.1-257, 2 pages

Procedure No. 1.2.02, Hazardous/Toxic Waste Reporting, revised August 18, 2000, § 45.1-228, 2 pages

Procedure No. 2.1.02, Bond Release (Chapter 17 Permits), revised March 12, 1997, 4 VAC 25-140-340, 1 page

Procedure No. 2.1.03, Unpermitted/Exempted Sites, revised March 12, 1997, § 45.1-234, 4 pages

Procedure No. 2.1.04, Exemption for Extraction of Coal when it is Incidental to Extraction of other Minerals, revised March 12, 1997, 4 VAC 25-130-702, 2 pages

Procedure No. 2.1.06, Exemptions for Government Financed Projects, revised March 12, 1997, 4 VAC 25-130-707, 4 pages

Procedure No. 2.2.01, Permit Review, revised August 18, 2000, § 45.1-238, 3 pages

Procedure No. 2.2.02, Confidentiality of Permit Application Information, revised March 12, 1997, § 45.1-235F, 2 pages

Procedure No. 2.2.03, Proof of Application Filing, revised March 12, 1997, 4 VAC 25-130-773.13(a), 1 page

Procedure No. 2.2.04, Application Processing Time Limit, revised March 12, 1997, 4 VAC 25-130-773.15, 1 page

Procedure No. 2.2.05, Applicant Violator System (AVS) and Ownership/Control, revised August 18, 2000, § 45.1-238C, 6 pages

Procedure No. 2.2.05A, AVS-O/C Investigations, revised August 18, 2000, § 45.1-238C, 4 pages

Procedure No. 2.2.06, Applications with Violations, revised March 12, 1997, § 45.1-238C, 1 page

Procedure No. 2.2.07, Relinquishments, revised August 18, 2000, 4 VAC 25-130-774.13, 1 page

Procedure No. 2.2.08, Corrections on Applications, revised August 18, 2000, 4 VAC 25-130-773.15, 1 page

Procedure No. 2.2.09, Name Changes on Applications, revised August 18, 2000, 4 VAC 25-130-773.15, 2 pages

Procedure No. 2.2.10, Mining Under State Boundaries, revised March 12, 1997, 4 VAC 25-130-773.12, 2 pages

Procedure No. 2.2.12, Terms of Issuance (TOI) Terms of Approval (TOA), revised August 18, 2000, 4 VAC 25-130-773.17, 2 pages

Procedure No. 2.3.01, Permanent Program - Revision Applications, revised August 18, 2000, 4 VAC 25-130-774.13, 3 pages

Procedure No. 2.3.02, Permittee - Official Changes, revised March 12, 1997, 4 VAC 25-130-774.13, 1 page

Procedure No. 2.3.03, Anniversary Fees/Reports, revised March 12, 1997, § 45.1-235E, 1 page

Procedure No. 2.3.04, Temporary Cessation, revised August 18, 2000, 4 VAC 25-130.816.131 and 4 VAC 25-130.817.131, 3 pages

Procedure No. 2.3.05, Midterm Permit Evaluation, revised August 18, 2000, 4 VAC 25-130-774.11, 2 pages

Procedure No. 2.3.06, Permit Renewals, revised August 2, 1999, 4 VAC 25-130-774.15, 3 pages

Procedure No. 2.3.07, Completion Letters, revised August 18, 2000, § 45.1-235E, 2 pages.

Procedure No. 2.3.08, Completion Review, revised August 18, 2000, § 45.1-235E, 2 pages.

Guidance Documents

Procedure No. 2.3.09, Bond Release, revised August 18, 2000, 45.1-247, 4 VAC 25-130, Parts 800.40 and 801.17, 3 pages

Procedure No. 2.3.10, Permit -Transfers, Assignments, or Sale of Rights, revised March 12, 1997, 4 VAC 25-130-774.17, 2 pages

Procedure No. 3.1.06, Citizen Complaint Investigation, revised August 18, 2000, 4 VAC 25-130, Part 842, 6 pages

Procedure No. 3.2.05, Recommending Bond Forfeitures on Interim Permits, revised March 12, 1997, 4 VAC 25-140-360, 1 page

Procedure No. 3.3.01, Permanent Program (Chapter 19) Enforcement and Inspection Procedures, revised August 18, 2000, Parts 4 VAC 25-130-840 through 843, 5 pages

Procedure No. 3.3.03, Approving Regrading, revised March 12, 1997, 4 VAC 25-130-816.102 and 817.102, 2 pages

Procedure No. 3.3.04, Water Rights and Replacement, revised October 1, 1998, 4 VAC 25-130-816.41(h)/817.41(j), 3 pages

Procedure No. 3.3.05, NPDES Permits, revised August 18, 2000, 4 VAC 25-130-816/817.42, 3 pages

Procedure No. 3.3.06, Coal Exploration, revised August 18, 2000, 4 VAC 25-130, Part 772, 3 pages

Procedure No. 3.3.07, Certification of Ponds, Roads, Fills, etc., revised August 10, 2000, 4 VAC 25-130-816/817.49; 71; 83; 107; 150, 3 pages

Procedure No. 3.3.08, Alternative Enforcement Actions, revised March 12, 1997, § 45.1-245, 1 page

Procedure No. 3.3.09, Forfeiture of Performance Bond, revised August 18, 2000, 4 VAC 25-130-800.50 and 801.19, 3 pages

Procedure No. 3.3.10, Show Cause Order, Permit Suspension/Revocation, revised August 18, 2000, 4 VAC 25-130-843.13, 4 pages

Procedure No. 3.3.11, Operations on Federal Lands, revised March 12, 1997, 4 VAC 25-130, Part 740, 4 pages

Procedure No. 3.3.12, Coal Surface Mining Reclamation Fund Tax Reporting/Payment, revised March 12, 1997, 4 VAC 25-130-801.14, 2 pages

Procedure No. 3.3.13, Third Party Disturbance of Reclaimed Sites, revised August 18, 2000, 4 VAC 25-130-843.13(a)(1) and 4 VAC 25-130-843.18, 1 page

Procedure No. 3.3.14, Certificate of Liability Insurance, revised August 18, 2000, §§ 45.1-235G and 45.1-258E, 1 page

Procedure No. 3.4.01, Suspension and Revocation of DMLR Blaster Endorsement Certification, revised August 18, 2000, 4 VAC 25-130-850.15(b), 3 pages

Procedure No. 3.5.01, Bond Forfeiture Reclamation, revised July 7, 1997, § 45.1-247, 7 pages

Procedure No. 3.6.01, Certification of Pollution Control Equipment, revised March 12, 1997, § 58.1-3660, 1 page

Procedure No. 4.1.01, Reclamation Project - Eligibility, revised March 12, 1997, § 45.1-262, 1 page

Guide No. 4.1.02, Realty Procedures, May 28, 1998, § 45.1-263.A, 6 pages

Guide to Bond Reduction/Release, August 1997, 4 VAC 25-130-800.40, and 801.18, 24 pages

Administrative Hearings Manual, revised March 12, 1997, § 9-6.14.1 et seq., and §§ 45.1-239, 240, 246, 249, 250, 251, 7 pages

Civil Penalty Assessment Manual, revised March 12, 1997, 4 VAC 25-130, Parts 845 and 846, 24 pages

Coal Mine Complaint and Procedures/Abandoned Mined Land Complaint Procedures, October, 1992, 4 VAC 25-30, 2 pages

Division of Mined Land Reclamation -- Other Documents

The following documents may be viewed or copied during regular work hours from 8 a.m. until 5 p.m. at the Department of Mines, Minerals and Energy, Customer Assistance Center, U.S. Route 23 South, P.O. Drawer 900, Big Stone Gap, VA 24219. Inquiries may be directed to Lola Flanary or Cindy Ashley, telephone (540) 523-8233, (540) 523-8235 or FAX (540) 523-8141.

Questions regarding interpretation or implementation of the following document may be directed to William H. Bledsoe, Agency Management Lead Analyst, Department of Mines, Minerals and Energy, Division of Mined Land Reclamation, same address, telephone (540) 523-8177 or FAX (540) 523-8163.

Guidance Document:

Administrative Record of Virginia's Coal Surface Mining Reclamation Program Approval by the U.S. Office of Surface of Mining. The administrative record is updated on an irregular schedule when the Division of Mined Land Reclamation files such information with the Office of Surface Mining or when the Office of Surface Mining files information addressing Virginia's primacy over the program. The administrative record implements Chapter 19 of Title 45.1, § 45.1-226 et seq.

Questions regarding interpretation or implementation of the following documents may be directed to Roger L. Williams, Abandoned Mined Land Manager, Department of Mines, Minerals and Energy, Division of Mined Land Reclamation, same address, telephone (540) 523-8208 or FAX (540) 523-8247.

Guidance Documents:

Commonwealth of Virginia, Department of Mines, Minerals and Energy, Division of Mined Land Reclamation Abandoned Mine Reclamation Plan, revised July 3, 1997, Article IV of Chapter 19 of Title 45.1, 60 pages

Abandoned Mined Land Water Project Review Manual, revised July 1997, Article 4 of Chapter

19 of Title 45.1, 14 pages

Payments/Coal Surface Mining Reclamation Fund Collections

The following documents may be viewed or copied during regular work days from 8 a.m. until 5 p.m. at the Department of Mines, Minerals and Energy, Office of Financial Services, U.S. Route 23 South, P.O. Drawer 900, Big Stone Gap, VA 24219.

Questions regarding interpretation or implementation of these documents may be directed to Frank M. Hampton, Fiscal Director, same address, telephone (540) 523-8107 or FAX (540) 523-8111.

Guidance Documents:

Receiving and Handling Payments at the Keen Mountain Office, revised February 10, 1999, 4 pages

Coal Surface Mining Reclamation Fund Procedures/Tax Collection, revised July 1996, Article 5 of Chapter 19 of Title 45.1, 7 pages

Division of Mined Land Reclamation Forms

The following documents may be viewed or copied during regular work hours from 8 a.m. until 5 p.m. at the Department of Mines, Minerals and Energy, Customer Assistance Center, U.S. Route 23 South, P.O. Drawer 900, Big Stone Gap, VA 24219. Inquiries may be directed to Lola Flanary or Cindy Ashley, telephone (540) 523-8233, (540) 523-8235 or FAX (540) 523-8141.

Questions regarding interpretation or implementation of these documents may be directed to Gavin M. Bledsoe, Hearings and Legal Services Officer, Department of Mines, Minerals and Energy, Division of Mined Land Reclamation, same address, telephone (540) 523-8157 or FAX (540) 523-8163. These forms are used by agency staff to implement 4 VAC 25-130.

Guidance Documents:

DMLR-AML-001, AML Project Approval Sheet, revised April 1, 1997, 1 page

DMLR-AML-007, AML-External Mine Portal Investigation (Bat Habitat Suitability), April 1, 1997, 2 pages

DMLR-AML-130, Reclamation Construction Inspection Report, April 1, 1997, 1 page

DMLR-AML-147, Complaint Investigation Report, April 1, 1997, 3 pages

DMLR-AML-168, AML Suspend/Resume Work Order, April 1, 1997, 1 page

DMLR-AML-170, Release of Bond, April 1, 1997, 1 page

DMLR-AML-171, Reclamation Construction Final Inspection Report, January 1, 1991, 1 page

DMLR-AML-199, Application for Payment, revised May 1, 1999, 1 page

DMLR-AML-199A, Addendum to Application for Payment, revised May 1, 1999, 1 page

DMLR-AML-199B, Addendum to Application for Payment – Schedule, revised May 1, 1999, 1 page

DMLR-AML-199C, Addendum to Application for Payment – Material Storage, revised May 1, 1999, 1 page

DMLR-AML-249, Design Concept Worksheet, May 1, 1993, 6 pages

DMLR-AML-260, AML Site Evaluation Matrix, March 1, 1998, 2 pages

DMLR-AML-301, Public Notice of Intent to Enter to Conduct Reclamation Activities, March 1, 1998, 2 pages

DMLR-AML-302, Landowner Contract, March 1, 1998, 1 page

DMLR-AML-303, Realty Completion Memorandum, March 1, 1998, 1 page

DMLR-AML-304, Notice of Lien, March 1, 1998, 2 pages

DMLR-AML-305, Lien Waiver, March 1, 1998, 1 page

DMLR-AML-306, Request for Title Search Services, March 1, 1998, 2 pages

DMLR-AML-307, Property Owner List, March 1, 1998, 1 page

DMLR-AML-308, Lien Determination, March 1, 1998, 1 page

DMLR-AML-309, Estates to be Appraised, March 1, 1998, 1 page

DMLR-AML-310, Review of Appraisal Report, March 1, 1998, 2 pages

DMLR-AML-311, Realty Analysis, March 1, 1998, 2 pages

DMLR-AML-312, Affidavit, July 1, 1998, 1 page

DMLR-DT-000, Certification Checklist: Pollution Control Equipment and Facilities, § 58.1-3660 of the Code of Virginia, February 1, 1996, 1 page

DMLR-ENF-032S, Complaint Investigation, September 1, 1998, 2 pages

DMLR-ENF-044S, Inspection Report, September 1, 1998, 1 page

DMLR-ENF-045S, Notice of Violation, September 1, 1998, 2 pages

DMLR-ENF-046S, Cessation Order, September 1, 1998, 2 pages

DMLR-ENF-047S, Modification, Vacation, or Termination of Notice of Violation, Cessation Order or Revision Order, September 1, 1998, 1 page

DMLR-ENF-099, Report of Blasting Complaint, June 1, 1997, 2 pages

DMLR-ENF-194S, Revision Order Notice, September 1, 1998, 2 pages

DMLR-PT-008, Application Checklist & Routing Slip, revised September 1, 2000, 2 pages

DMLR-PT-019, Permit To Operate A Coal Surface Mine, January 1993, 1 page

Guidance Documents

DMLR-PT-026, Form Letter To Banks Issuing A Certificate of Deposit for Coal Operator, January 1, 1995, 1 page

DMLR-PT-028, Anniversary Notification, January 1, 1995, 1 page

DMLR-PT-084, Notice of Effluent Non-Compliance, January 1, 1995, 1 page

DMLR-PT-237, Written Findings Application Approval, 4 VAC 25-130-773.15 (c), April 1999, 5 pages

DMLR-PT-256, Midterm Review Checklist, revised February 1999, 2 pages

Division of Mineral Mining (DMM)

Division of Mineral Mining Documents and Communication Memoranda

The following documents may be viewed or copied during regular work days from 8 a.m. until 5 p.m. at the office of the Division of Mineral Mining, 900 Natural Resources Drive, Charlottesville, VA 22903 (Fontaine Research Park). Copies may be obtained by contacting Dolly Janezic at the same address, telephone (804) 951-6511 or FAX (804) 951-6325.

Questions regarding interpretation or implementation of these documents may be directed to Conrad Spantgler, P.O. Box 3727, Charlottesville, VA 22903, telephone (804) 951-6312 or FAX (804) 951-6325.

Guidance Documents:

2000 Risk Assessment, October 16, 2000, § 45.1-161.292:55, 8 pages

Division of Mineral Mining Rescue and Recovery Plan, August 23, 1999, § 45.1-161.292:50 F, 14 pages

Communication Memorandum No. 10-00; pertains to how Division of Mineral Mining will apply 4 VAC 25-40-770, 4 pages

Communication Memorandum No. 03-99; pertains to submittal of contractor information needed to perform risk assessments; July 16, 1999, § 45.1-161.292:32.A.5 and § 45.1-161.292:55, 4 pages

Communication Memorandum No. 02-99; pertains to reporting of contractor information required as part of the mine license application; July 16, 1999, § 45.1-161-292:32.A.3, 3 pages

Communication Memorandum No. 01-99; pertains to reporting of non-serious and non-fatal personal injuries; June 14, 1999, 4 VAC 25-40-50, 6 pages

Record Book For Mineral Mine Operators; a book of forms and information to assist mine operators in the keeping of required mine records; June 1, 1999, Mineral Mine Safety Laws Of Virginia-1999 Edition-various code sections as identified in the Record Book, 64 pages

Communication Memorandum No. 01-98; pertains to reporting of serious and/or potentially serious personal injuries; November 11, 1998, 4 VAC 25-40-50, 3 pages

Surface Foreman Certification Course Student Guide; intended to guide and assist certification applicants in preparation for the surface foreman certification examination; July 1998, § 45.1-161.292:19, 26 pages

General Mineral Miner Course Guide; this document is used by DMM staff and is distributed to industry as an instructional guide for general mineral miner training and certification; July 1998, § 45.1-161.292:28 and 4 VAC 25-35-120, 62 pages

Board of Mineral Mining Examiners Certification Requirements (Summary Sheets); provides information on applicant requirements and certification examination composition:

Surface and Underground Foreman Certification, July, 1996, 4 VAC 25-35-10 and 20; 4 VAC 25-35-50 and 60, 1 page

Surface and Underground Blaster Certification, July, 1996, 4 VAC 25-35-10 and 20; 4 VAC 25-30-80 and 90, 1 page

Mineral Mine Electrician Certification Directions; the document explains the requirements and procedures for obtaining certification as a "Journeyman Electrician" through the Virginia Department of Professional and Occupational Regulation to meet the mineral mining requirements; July 1998, § 45.1-161.292:19 and 4 VAC 25-35-100, 3 pages

Operators Memorandum: Annual Tonnage Reports, revised December 29, 1999 (This document is revised and reissued annually), § 45.1-161.292:35, 2 pages

Contractors Memorandum: Contractor Information Provided to the Division of Mineral Mining, November 5, 1998, § 45.1-161.292:32.3, 3 pages

Waivered Program Performance Evaluation, revised November 1997, § 45.1-197, 4 pages

Operators Memorandum: 1999 Risk Assessment, August 27, 1999 (This document is revised and reissued annually), § 45.1-161.292:55, 8 pages

Communication Memorandum No. 1-98; Pertains To Reporting Accidents And Injuries, November 11, 1998, 4 VAC 25-40-50, 2 pages

Non-Point Source Pollution Protocol and Orphaned Mined Land Site Investigation Report, revised October 2000, § 45.1-197.3-197.7, 22 pages

Orphaned Mined Land Advisory Committee By-Laws, revised June 5, 1997, §§ 45.1-197.3 through 197.7, 3pages

Certification of No Changes in Permit Map, May 1997, 4 VAC 25-30-240, 1 page

Public Hearings Informational Brochure, revised 1998, § 45.1-184.1 et seq., 1 page

Operators Memorandum: Transferability of Mineral Mining Permits, June 28, 1996, § 45.1-181, 9 pages

Education and Training Plan, July 1, 1995, §§ 45.1-161.292:71 and 72, 63 pages plus appendix

Information for Mine Maps, December 9, 1994, revised October 11, 1995, § 45.1-161.292:37, 8 pages

Surface and Underground Blaster Certification Study Guide; Intended to guide and assist certification applicants in preparing for certification examinations; July 1993, § 45.1-161.292:19, 50 pages

Communication Memorandum No. 2-93; pertains to temporary cessation, May 12, 1993, 4 VAC 25-30-400, 3 pages

Communication Memorandum No. 1-93; pertains to reclamation schedule/waste handling and includes the Guidelines for On-Site Disposal of On-Site Generated Solid Wastes, March 10, 1993, 4 VAC 25-30-170, 6 pages

Inspectors Guidelines for Materials Brought onto Mine Sites, February 1993, 4 VAC 25-30-170, 7 pages

Operators Memorandum: Waste Materials Brought onto Mine Sites, January 25, 1993, §§ 45.1-182.1 and 184, 1 page

Excavation Activity Check List, February 20, 1991, §45.1-180 et seq., 1 page

Internal Communication and Directive Regarding Broken or Damaged Windows on Mobile Equipment and Haulroad Dust Control Measures, August 20, 1990, 4 VAC 25-40-1360, 2 pages

Operators Memorandum addressing proof of the legal authority of persons signing permit applications and alternative blasting criteria, March 1, 1990, § 45.1-161.292:1 et seq. and § 45.1-180 et seq., 4 pages

Acknowledgment of Certificate of Deposit as Bond, issued prior to 1989, 4 VAC 25-30-170, 1

page

Division of Mineral Mining Procedures

The following procedures may be viewed or copied during regular work days from 8 a.m. until 5 p.m. at the office of the Division of Mineral Mining, 900 Natural Resources Drive, Charlottesville, VA 22903 (Fontaine Research Park). Copies may be obtained by contacting Dolly Janezic at the same address, telephone (804) 951-6313 or FAX (804) 951-6325.

Questions regarding interpretation or implementation of these procedures may be directed to Conrad Spangler, P.O. Box 3727, Charlottesville, VA 22903, telephone (804) 951-6312 or FAX (804) 951-6325. These procedures are used by agency staff to implement 4 VAC 25-30 and 4 VAC 25-40.

Guidance Documents:

Procedure No. 2.1, Operator Assistance, revised May 21, 1997, § 45.1-161.292:1 et seq. and § 45.1-180 et seq., 1 page

Procedure No. 2.4, Inspections, revised May 21, 1997, § 45.1-161.292:1 et seq. and § 45.1-180 et seq., 1 page

Procedure No. 2.5, Inspection Frequency: Safety, May 21, 1997, § 45.1-161.292:1 et seq., 3 pages

Procedure No. 2.6, Inspection Frequency: Reclamation, revised May 21, 1997, § 45.1-180 et seq., 1 page

Procedure No. 2.7, Inspection Reports, revised May 21, 1997, § 45.1-161.292:1 et seq. and § 45.1-180 et seq., 3 pages

Procedure No. 2.8, Special Orders/Notices of Violation, revised May 21, 1997, § 45.1-161.292:1 et seq. and § 45.1-180 et seq., 3 pages

Procedure No 2.9, Notice of Non-Compliance, revised May 21, 1997, § 45.1-180 et seq., 2 pages

Procedure No. 2.10, Closure Orders, revised May 21, 1997, § 45.1-161.292:1 et seq. and § 45.1-180 et seq., 1 page

Procedure No. 2.11, Recommending Bond Forfeitures, revised May 21, 1997, § 45.1-180 et seq., 2 pages

Procedure No. 2.12, Safety/Health/Reclamation Complaints, revised May 21, 1997, § 45.1-161.292:1 et seq. and § 45.1-180 et seq., 2 pages

Procedure No. 2.13, Blasting Complaint Investigations, revised May 21, 1997, § 45.1-161.292:1 et seq., 3 pages

Procedure No. 2.14, Accident/Fire Investigations, revised May 21, 1997, § 45.1-161.292:1 et seq., 6 pages

Procedure No. 2.15, Unlicensed Mine Sites, revised May 21, 1997, § 45.1-161.292:1 et seq. and § 45.1-180 et seq., 2 pages

Procedure No. 3.1, General Procedures for Reclaiming Orphaned Land Sites, revised 2/24/98, § 45.1-180 et seq., 1 page

Procedure No. 4.1, Relinquishments and Repermitting, revised September 10, 1991, § 45.1-161.292:1 et seq. and § 45.1-180 et seq., 1 page

Procedure No. 4.2, Permit Renewal and Progress Reports, revised September 10, 1991, § 45.1-161.292:1 et seq. and § 45.1-180 et seq., 3 pages

Procedure No. 4.3, Additional Bond Required at Anniversary Time, revised September 10, 1991, § 45.1-180 et seq., 1 page

Procedure No 4.4, Bond Reduction and Release, revised September 10, 1991, § 45.1-180 et seq., 2 pages

Procedure No. 4.5, Completion Material/Permit Close-out, revised September 10, 1991, § 45.1-180 et seq., 1 page

Procedure No. 4.6, Amendments, January 8, 1996, § 45.1-180 et seq., 1 page

Procedure No 4.7, Change in Operating Officials, revised September 10, 1991, § 45.1-161.292:1 et seq. and § 45.1-180 et seq., 1 page

Procedure 4.8, Temporary Cessation of Surface Mines, revised September 10, 1991, § 45.1-180 et seq., 1 page

Procedure 4.9, Exemption for Extraction of Coal Which is Incidental to the Extraction of Other Minerals, revised September 10, 1991, § 45.1-180 et seq., 1 page

Procedure 4.10, Field Approval, January 8, 1996, § 45.1-180 et seq., 1 page

Guidance Documents

Procedure 4.11, Initial Site Inspection, revised September 10, 1991, § 45.1-180 et seq., 1 page

Procedure, 4.12, Mineral Mining Quarrying Schedule (Tonnage Report), revised September 10, 1991, § 45.1-161.292:1 et seq., 1 page

Procedure 4.13, Permit Application Review, revised September 10, 1991, § 45.1-161.292:1 et seq. and § 45.1-180 et seq., 2 pages

Procedure 4.14, Hearing Procedures, revised September 10, 1991, § 45.1-161.292:1 et seq. and § 45.1-180 et seq., 6 pages

Procedure 4.15, Termination of License Requirement, October 24, 1995, § 45.1-161.292:1 et seq. and § 45.1-180 et seq., 1 page

Procedure 4.18, Contractor Information, January 8, 1996, § 45.1-161.292:1 et seq., 1 page

Procedure 4.19, Confidential Files, March 24, 1997, § 45.1-161.292:1 et seq., 1 page

Procedure 4.20, Permit Transfers, January 8, 1996, § 45.1-161.292:1 et seq. and § 45.1-180 et seq., 1 page

Procedure 5.2, Certification of Mineral Mining Industry Personnel by the Board of Mineral Mining Examiners, revised September 1995, § 45.1-161.292:1 et seq., 13 pages

Procedure 5.5, Inquiries for Training Information, and Courses, revised September 1995, § 45.1-161.292:1 et seq., 2 pages

Procedure 5.7, Accident Reports and Posting, revised August 1985, § 45.1-161.292:1 et seq., 2 pages

Division of Mineral Mining Forms

The following forms may be viewed or copied during regular work days from 8 a.m. until 5 p.m. at the office of the Division of Mineral Mining, 900 Natural Resources Drive, Charlottesville, VA 22903 (Fontaine Research Park). Copies may be obtained by contacting Dolly Janezic at the same address, telephone (804) 951-6311 or FAX (804) 951-6325.

Questions regarding interpretation or implementation of these forms may be directed to Conrad Spangler, P.O. Box 3727, Charlottesville, VA 22903, telephone (804) 951-6312 or FAX (804) 951-6325. These forms are used by agency staff to implement 4 VAC 25-30 and 4 VAC 25-40.

Guidance Documents:

DMM-102, Initial Site Investigation, revised September 1999, 2 pages

DMM-104, Inspection Report, July 1, 1994, 1 page

DMM-104A, Inspection Report Continuation Sheet, July 1, 1994, 1 page

DMM-104B, Notice/Order Form, May 1, 1995, 1 page

DMM-104BS, Violation Form - Computer Generated Form Used To Generate Special Orders, Non-Compliance, Violations, And Closure Orders From The Automated DMM Enforcement System, October 1998, 5 pages

DMM-104C, Accident Report, revised September 1999, 1 page

DMM-104D, Bond Release Inspection, September 1999, 1 page

DMM-104E, Blasting Complaint Investigation Data, September 1999, 1 page

DMM-104F, Complaint Investigation Form, September 1999, 1 page

DMM-104FS, Complaint Investigation - Computer Generated Form Used To Generate Complaint Investigation Reports From The Automated DMM Enforcement System. This Form Is Used For All Complaints Including Blasting Complaints, October 1998, 2 pages

DMM-104Fs-s, Inspection Report, Computer generated form used to generate inspection reports from the automated DMM inspection system, October 1998, 1 page

DMM-104s, Inspection Report (Computer), October 1998, 1 page

DMM-106, Renewal - Special Order Notice, December 1, 1995, 1 page

DMM-106a, Renewal - Special Order Attachment, December 1, 1995, 1 page

DMM-106b, Renewal - Special Order Attachment, December 1, 1995, 1 page

DMM-106c, Renewal - Special Order Attachment, December 1, 1995, 1 page

DMM-106e, Renewal - Special Order Attachment, December 1, 1995, 1 page

DMM-106f, Renewal Notice, December 1, 1995, 1 page

DMM-106g, Renewal - Special Order Notice, December 1, 1995, 1 page

DMM-106h, Renewal - Minerals Reclamation Fund, December 1, 1995, 1 page

DMM-106i, Renewal - Bond/No License, December 1, 1995, 1 page

DMM-106j, Renewal - Restricted Permit/No License, December 1, 1995, 1 page

DMM-106k, Renewal - Special Order Notice, December 1, 1995, 1 page

DMM-106m, Renewal - Reclamation Fund 1st Year, December 1, 1995, 1 page

DMM-106n, Renewal - Special Order Notice, December 1, 1995, 1 page

DMM-106p, Renewal - Restricted/No License, December 1, 1995, 1 page

DMM-110, Notice of Non-Compliance, September 1999, 1 page

DMM-111, Release of Bond, September 1999, 1 page

DMM-115, Permit/License for Mineral Mining, July 1, 1994, 1 page

DMM-121, Orphaned Mine Land Site Investigation Report, July 1, 1997, 12 pages

DMM-122, Orphaned Land Analysis Report, February 1, 1993, 2 pages

DMM-123, Orphaned Land Advisory Committee Review Report, February 1, 1993, 2 pages

DMM-135, Reclamation Construction Inspection Report, March 1, 1993, 1 page

DMM-141, Final Inspection Report, September 1, 1989, 1 page

DMM-148, DMM Application Checklist, revised September 1998, 6 pages

DMM-153, Red Tag Closure Order, March 1, 1991, 1 page

Division of Gas and Oil (DGO)

Division of Gas and Oil Memoranda to Operators and Bulletins

The following documents may be viewed or copied during regular work days from 8 a.m. until 5 p.m. at the Department of Mines, Minerals and Energy, Division of Gas and Oil, 230 Charwood Drive, P.O. Box 1416, Abingdon, VA 24212. Copies may be obtained by contacting Diane Davis at the same address, telephone (540) 676-5423 or FAX (540) 676-5459.

Questions regarding interpretation or implementation of these documents may be directed to Bob Wilson, Director, Division of Gas and Oil, same address and telephone.

Guidance Documents:

Operator's Memo regarding Annual Reports, January 27, 2000, 1 page

Operators Memo regarding Computerized Reporting of Production Data, November 15, 2000, 2 pages

Complaint Investigations Under Article 4 of Title 45.1, September 1, 1998, 4 pages

Operator's Memo regarding Brush Barrier Construction and Use in Gas and Oil Operations, January 26, 1998, 6 pages

Operator's Memo regarding Compliance with 4 VAC 25-150-510.7 and 4 VAC 25-150-590.7 of the Gas and Oil Regulation, May 31, 1996, 2 pages

Operators Memo regarding Clarification of VR 480-05-22.1, § 1.34 - Drilling Fluids, September 14, 1994, 1 page

Client Assistance Bulletin, Landfarming of Drill Cuttings, August 1992, 2 pages

Division of Gas and Oil Forms

The following forms may be viewed or copied during regular work days from 8 a.m. until 5 p.m. at the Department of Mines, Minerals and Energy, Division of Gas and Oil, 230

Charwood Drive, P.O. Box 1416, Abingdon, VA 24212. Copies may be obtained by contacting Diane Davis at the same address, telephone (540) 676-5423 or FAX (540) 676-5459.

Questions regarding interpretation or implementation of these forms may be directed to Bob Wilson, Director, Division of Gas and Oil, same address and telephone.

Guidance Documents:

DGO-ARF, Accident Report Form, July 1, 1995, 1 page

DGO-CO, Closure Order, July 1, 1995, 1 page

DGO-COV, Cancellation of Violation, July 1, 1995, 1 page

DGO-IR, Inspection Report, June 16, 1989, 1 page

DGO-IR-S, Inspection Report (automated), August 1997, 1 page

DGO-LOC, Lifting of Closure, July 1, 1995, 1 page

DGO-NOV, Notice of Violation, June 16, 1989, 1 page

DGO-P, Permit for Gas and Oil Operations, December 1, 1991, 1 page

DGO-ROWB, Release of Well Operator's Bond, August 2, 1993, 1 page

DGO-GO-23, License to Perform - Plugging of Orphaned Well, November 1996, 2 pages

DGO-GO-24, License to Perform - Plugging of Well/Bond Forfeiture, November 1996, 3 pages

DGO-GO-25, Affidavit and Release in Support of Surface Owner's Application to the Virginia

Division of Gas and Oil for Use of an Orphaned Well as a Water Well, November 1996, 3 pages

DGO-GO-26, Application for Payment, November 1996, 1 page

DGO-GO-27, Approval of Payment, November 1996, 1 page

VIRGINIA DEPARTMENT OF MINORITY BUSINESS ENTERPRISE

You may view copies of the following guidance documents during regular work days from 8 a.m. until 4:30 p.m. in the office of the Virginia Department of Minority Business Enterprise, 200-202 North Ninth Street, 11th floor, Richmond, VA 23219. You may obtain copies free of charge by contacting Erick Riley at the same address, telephone (804) 786-3104, fax (804) 371-7359 or e-mail eriley@dmbe.state.va.us. You may direct questions about interpretation or implementation of these documents to Erick Riley. You may download these documents from the DMBE website at www.dmb.state.va.us.

Guidance Documents:

P.A.C.E. Program: Loan Loss Reserve Fund Program Manual and Application, issued December 2000, § 2.1-64.34:1.

Guidance Documents

P.A.C.E. Program: Loan Guarantee Program Manual and Application, issued December 2000, § 2.1-64.34:1.

P.A.C.E. Program: Loan Guarantee Approval Process, issued December 2000, § 2.1-64.34:1.

P.A.C.E. Program: Qualification as a Disadvantaged Business, issued December 2000, § 2.1-64.34:1.

MOTOR VEHICLE DEALER BOARD

Copies of the following documents may be viewed during regular workdays from 8:30 a.m. until 4:30 p.m. in the Motor Vehicle Dealer Board's (MVDB) Office, 2201 W. Broad Street, Suite 104, Richmond, VA 23220. Copies may be obtained free of charge by contacting Alice Weedon at the same address, telephone (804) 367-1100 or FAX (804) 367-1053.

Questions regarding interpretation or implementation of these documents may be directed to Bruce Gould, Executive Director, Motor Vehicle Dealer Board at the same address and telephone numbers noted above.

Guidance Documents: Dealer Practices

PR010-97, Variance for Hours of Operation, May 1997, § 46.2-1533

PR020-97, Off-Site Storage of Records, May 1997, § 46.2-1529

PR030-97, Temporary Supplemental Licenses for Used Car Sales, December 1997, § 46.2-1516; and Temporary Supplemental Licenses for Used Car Sales (Rev.1), August 2000

PR040-97, Delegation of Authority (In reference to Individuals Selling Vehicles Without a License), November 1997, § 2.1-20.01:2

PR050-97, Wholesale Sales Agreement, December 1997, § 46.2-1530

"Dealers Who Are Not Maintaining Hours", MVDB Meeting Summary from July 1998

"Procedures For Violations Of Minimum Hours And Established Place Of Business" MVDB Meeting Summary from July 1998.

Guidance Documents: Dealer Licensing

LI010-97, Certificate of Qualification, December 1997, §§ 46.2-1511 and 46.2-1512

"Guidelines for Review of Applicants Who Have a Criminal History" (March 17, 1998)

"Process for Determining Sanctions" (July 1999)

"Salesperson and Dealer-Operator Test," MVDB Meeting Summaries from March 1996, May 1996 and September 1996.

"Review of the Dealer's Buyer's Order," MVDB Meeting Summary from January 1996, § 46.2-1530

"Delegation of Authority to the Executive Director and Office Manager," Meeting Summaries from March 1996, September 1996, September 1997 and July 1999

Guidance Documents: Dealer Advertising

"Delegation of Authority to the Executive Director and Office Staff for Enforcing Regulations and Determining Civil Penalties," MVDB Meeting Summaries, January 1996, and November 1998.

Guidance Documents: Administration

AD010-95, Board Meetings (Parliamentary Guidelines), May 1997

AD020-95, Board Meetings (Public Comment), May 1997

AD030-96, Board meetings (Meeting Documentation), May 1997

AD040-95, Board Meetings (Vice-Chair), May 1997

AD050-96, Board meetings (Meeting Dates and Times), May 1997

AD060-95, Executive Director (Office Supplies), May 1997

AD070-95, Executive Director (Board Guidance), May 1997

MVDB American Express Purchase Policy, September 2000

MVDB Annual Loss Analysis Policy, September 2000

MVDB Internet Privacy Policy, October 2000

Guidance Documents: Internal Process

MVDB-01, Qualifications, October 1999

MVDB-02, Initial Salesperson Licensing, October 1999

MVDB-03, Monthly Renewals, November 1999

MVDB-04, Dealer Licensing, October 1999

MVDB-05, Non Profit Organization Consignment Processing, April 2000

MVDB-06, Permanent and Temporary Supplemental Licensing, May 2000

MVDB-07, Field Inspections, June 2000

MVDB-08, Plate and Decal Inventory, August 2000

DEPARTMENT OF MOTOR VEHICLES

Copies of the following documents may be viewed during regular business hours, Monday through Friday, 8:30 a.m. until 5 p.m. in Legislative Services, Room 724, at the Department of Motor Vehicles, 2300 West Broad Street, Richmond, VA 23220. Copies totaling under ten pages may be obtained for no charge. Copies totaling ten pages or more may be obtained at a cost of 50 cents a page. Requests for copies of these documents may be made by contacting Marc Copeland at the same address, telephone (804) 367-1875, FAX (804) 367-6631 or e-mail dmvjmc@dmv.state.va.us.

Guidance Documents:

- 1999 Personal Property Tax Relief Guidelines for Local Government Officials, issued December 1999, § 58.1-3532
- 1999 Technical Specifications for the Personal Property Tax Relief Guidelines for Local Government Officials, issued December 1999, § 58.1-3532
- A DMV Guide for Family Members and Friends of the Recently Deceased, revised July 2000
- AD 107, Request for Use of DMV Facilities, revised April 25, 1994
- AD 305, Resolving Contractual Disputes, revised January 14, 1984, § 11-69
- AD 305.1, Resolving Contractual Disputes: How to Handle Contractual Disputes, issued October 14, 1983
- AD 307, Contractor Contracts: Bids for Contracts Under \$100,000, issued December 6, 1985, § 11-57
- AD 308, Contractor Contracts: Negotiations with Low Bidder, issued December 6, 1985
- AD 309, Procurement Records Searching and Copying Charges, issued December 6, 1985, § 2.1-342
- AD 509, CommuniPlate Issuance Guidelines, issued October 30, 1997, § 46.2-726
- DL 531, Information Use Agreement, revised February 1999, § 46.2-208
- DL 531A, Information Use Application, revised October 1999, § 46.2-208
- DMV Seizure/Black-out Policy, revised November 1986, § 46.2-322
- DOIM-HQ, Dissemination of Information/Materials on DMV Property, issued March 1, 1993
- Driver Licensing Guide, revised November 2000
- Financial Responsibility Insurance Filing Via Internet, Issued January 1999
- FY 1998 Guidelines for Highway Safety 402 Funds, issued February 1997
- Instructions to Contracted Hearings Officers, revised September 1997, § 46.2-1566
- Insurance Verification Activities Annual Report
- Licensee Responsibilities Regarding Recordkeeping Requirements in Accordance with the International Registration Plan (IRP) and the International Fuel Tax Agreement (IFTA), issued June 1996
- MC5, Individual Vehicle Mileage and Fuel Report & General Recordkeeping Requirements for Motor Carriers, issued October 1998
- MC-130, Virginia Motor Fuel Road Tax Programs Licensing and Reporting Requirements, revised June 1997
- MC-131, Virginia Motor Fuel Road Tax Programs Motor Carrier Guidebook, revised December 1995 October 1998
- MC-201, Motor Carrier Guidelines, revised April 1996 June 1997
- MED 5, Minimum Vision Requirements for Licensed Drivers of Motor Vehicles, revised September 2000, § 46.2-311
- MED 12, Virginia Parking Placards and Plates for Customers with Disabilities, revised September 2000, §§ 46.2-731, 46.2-732 and 46.2-739
- MED 44, Driver Licensing Information for Wearers of Bioptic Telescopic Lens, revised September 2000, § 46.2-312
- Memorandum from Richard D. Holcomb to All DMV Investigators Re: Sale of Trailer Kits and Trailers, dated August 13, 1996, § 46.2-1992.6 et seq.
- Memorandum from Richard D. Holcomb to All On-line Dealers Re: Processing Fee, dated November 21, 1995
- Memorandum from Richard D. Holcomb to Holders of Drive-Away License Plates Re: Drive-Away License Plate Usage, dated May 23, 1994, § 46.2-733
- Memorandum from Richard D. Holcomb to Motor Vehicle Dealers, DMV Personnel, CVR Personnel Re: Transfer of License Plates to Leased Vehicles, dated September 7, 1995
- Motor Carrier Service Operations, dated October 2000
- PRO 2, Virginia Motorcycle Operator Manual, revised April 1999
- PRO 3, A Newcomer's Guide to Motoring in Virginia, January 2000
- PRO-13, Your Driver's License Has a New Look, February 1999
- PRO 14, The Virginia Driver Improvement Program, A Different Kind of Crash Course, revised September 2000, § 46.2-489 et seq.
- PRO 15, The Virginia Driver Improvement Program, Moving Violations and Point Assessments, revised August 2000, §§ 46.2-491 through 46.2-494
- PRO 17, It's Cool to Know the Rules, Driving Laws for Virginia's Teens, revised July 2000, § 46.2-334 et seq.
- PRO 19, Display Them With Pride!, List of Available Special License Plates, revised July 1998
- PRO 21, Mobile Customer Service Centers: On the Road for Customer Service, issued March 1999
- PRO 34, Alternate Motorcycle Skill Test, revised April 1997
- PRO 39, Virginia Driver's Manual 2000-2001, revised July 2000
- PRO39I, Sign, Sign, Gotta Know the Signs!, Insert, October 1999
- PRO 41, Steps to Obtaining a Driver's License or Photo ID Card in Virginia, revised August 2000
- PRO 52, Organ Donor Insert, July 1999

Guidance Documents

PRO 60, Virginia Commercial Driver's Manual, revised July 2000, § 46.2-341.1 et seq.

PRO 66, To Protect Our Citizens, Virginia Law Requires Insurance Coverage for All Motor Vehicles, Revised July 1998

PRO 68, Virginia is Tough, revised October 2000

PRO 72, Automobile Liability Insurance Reporting Guide for Insurance Companies, revised April 2000

Recommended Guidelines of the Medical Control Advisory Board, Administrative Procedures, revised November 1995, §§ 46.2-200, 46.2-203, 46.2-204 and 46.2-322.

SB97-005, Mechanics and Storage Lien: Program Enhancements Special Bulletin, issued August 6, 1997, §§ 43-32 through 43-34

SB97-005A, Mechanics and Storage Lien: Program Enhancements Special Bulletin, issued August 15, 1997, §§ 43-32 through 43-34

Special Employee Identification Card Program for Agencies/Organizations in State and Local Governments Information Sheet, revised October 2000, § 46.2-345

Vehicle Registration Guidebook, revised November 1997

Virginia Fuels Tax Act Guidelines, dated August 2000

Virginia International Registration Plan, issued September 1997

Virginia Motor Vehicle Dealer Manual, revised July 1997

Virginia Department of Motor Vehicles Electronic Liens Participant Package, issued December 1, 1997,

§§ 46.2-216.1 and 46.2-216.2

Virginia Motor Vehicle Rental Tax Questions and Answers Guidelines for Rentors, revised July 1997, 24 VAC 20 -100

In addition to the above documents, the following documents are continuously updated:

Bulletins Relating to Fuels Tax Issues and Requirements, updated throughout the year

Bulletins Relating to Motor Carrier Issues and Requirements, updated throughout the year

DMV Web Site Contents, updated weekly. As of December 2000, Site Contents include:

WHAT CAN I DO ONLINE?

- Change an Address
- Create a Plate
- Order a Souvenir Plate
- PIN Administration
- Provide Insurance Verification
- Purchase an ID Card
- Purchase a Plate
- Renew Driver's License
- Renew Vehicle Registration
- Replace your Driver's License
- Replace Your Registration Card
- Report a Vehicle Sold or Traded
- Request an Administrative Hearing

Request your DMV Record
Take a Sample Knowledge Exam

CITIZEN SERVICES

Driver's Licensing

Driver's License

Eligibility

Applying for a License

Renewing your License

Obtaining Replacement License

Driver Education Requirements

Virginia Driver's Manual

Sample Knowledge Exam

Do You Know Your Signs

Images of Driver's Licenses & Identification Cards

Learner's Permit

Eligibility

Learner's Permit Information

Apply for a Learner's Permit

Virginia Driver's Manual

Sample Knowledge Exam

Commercial Drivers License

What is a Commercial Motor Vehicle

Who are Commercial Drivers

Applying for a Commercial Driver's License or

Instruction Permit

CDL Classifications, Endorsements and Restrictions

Taking the CDL Test

CDL Disqualifications

Motorcycle License

Operating a Motorcycle in Virginia

Obtaining a Class M License

Registering Your Motorcycle

Virginia Rider Training Program

Motorcycle Safety

Mobile Motorcycle Training Unit

General Driver Information

Driver Improvement Clinics

Commercial Driver Improvement Clinics

Computer-based Driver Improvement Clinics

Commercial Driver Training Schools

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Driving Laws for Virginia Teens

Points and Violations

Habitual Offender

Virginia Crash Facts

Vehicle Services

Vehicle Titling

Titling a Vehicle in Virginia

Titling an Imported Vehicle

Obtaining a copy of Vehicle Title

Sales and Use Tax

Vehicle Registration

Vehicle Registration Information

Insurance

Emissions Inspections

First Time Registration

Vehicle Color Codes

Disabled License Plates

Temporary One-Trip Permit

License Plates

Create A Plate

- Search/View Specialized Plates
- Purchase License Plates
- Order a Souvenir Plate
- General Vehicle Information
- Car Tax Information
- Vehicle Sunshading Allowances
- Selling A Vehicle
- Declaring a Vehicle as Salvage
- Overload Permits
- Boats, Jet Skis, Personal Watercraft, etc.
- ID Services
 - Adult I.D. Cards
 - Children's I.D. Cards
 - Hearing Impaired Photo I.D. Cards
 - Obtaining a Photo I.D. Card
 - Purchasing an ID Card Online
- Disability Services
 - Special Assistance for customer's visiting our offices or taking the D.L. exam
 - Special Assistance for hearing impaired customers
 - Parking Placards and Plates for customers with disabilities
- Family of Deceased
 - Clearing the Driver's License or Photo I.D. Card Record
 - Transferring Vehicle Ownership
 - Transferring the Vehicle Registration
 - Documents Checklist
- Medical Information
 - Special Restrictions
 - Vision Screening
 - Biopic Telescopic Lens Wearers
 - Conditions of Variance for CDL Drivers to Haul Hazardous Materials
 - Vehicle Sunshading Allowances
 - Medical Forms
- Safety
 - No Excuses for Drinking & Driving
 - Protect Your Child When Riding in a Motor Vehicle
 - School Bus Safety
 - Airbags: Another Piece in the Safety Picture
 - Buckle-Up on Every Ride
 - Motor Carrier
 - Aggressive Driving
 - Young Driver Safety
 - Pedestrian Safety
- Forms and Fees
 - Forms (see FORMS)
 - Fees
 - Passenger Vehicle Registration
 - Trailer Registration
 - Motorcycle registration
 - Duplicate/reissue Registration Card
 - Duplicate/reissue Overload Permit
 - Duplicate/reissue IRP Card
 - Duplicate/reissue Dealer Registration Card
 - Original title
 - Replacement Title
 - Supplemental Lien Title
 - Vehicle Record
 - Driving Record
 - Driver's license
- Combined learner's permit/driver's
- 90-Day Temporary Driver's License
- Motorcycle Class
- Motorcycle learner's permit
- Commercial driver's license
- CDL class
- CDL endorsements
- CDL instruction permit
- Replacement license
- Replacement learner's permit
- Replacement CDL instruction permit
- Driver's license name or address change
- Photo ID
- Re-examination fee
- Temporary or Permanent Disabled Parking Placard
- Record Services
 - Change of Address or Name
 - Release of DMV Information
 - Request a Copy of Your Driver or Vehicle Record
 - Obtain Vehicle History
 - Approved Limousine Companies
 - Approved Moving Companies
 - Fuels Tax Refund
- NEW TO VIRGINIA
 - New To Virginia
 - Driver's Licensing
 - Vehicle Services
- COMMERCIAL SERVICES
 - Virginia Fuels Tax Act
 - Motor Carrier Services
 - Acronyms
 - Contact MCS
 - FAQ's
 - Forms
 - Getting Started
 - Links
 - Motor Carrier Programs
 - News and Info
 - Motor Carrier Service Centers (formerly Weigh Stations)
 - Rental Tax
 - Dealer Services
 - Licensing
 - Study Guide
 - Registration
 - Salvage Dealer
 - Forms & Useful Links
 - Virginia Code Sections & Regulations
 - Contact Listing for Dealer Services & Field Investigative Services
 - Drive-Away License Plates
 - Online Dealer
 - Insurance Companies
 - Governmental Access to DMV Records
 - Non-Governmental Access to DMV Records
 - Commercial Driver Improvement Clinic Program
 - Voluntary Driving Record Monitoring Program
- GENERAL INFORMATION
 - Commissioner's Message
 - Business Opportunities

Guidance Documents

Building Services	DL001M	Driver's License Identification Card and Motor Voter Registration Application
Purchase and Stores		
Request for Proposals – Rental Office Space to Lease	DL005	Identification Card Application for Minors Under Age 15
Technology		
Online Dealer	DL006	Identity Affidavit
Online Fleet	DL014	Physical Examination Form
Electronic Lien Program	DL015	Private Trucking Drivers Status Report
Commercial Driver Training School Program	DL029	Private School and Day Care Status Report
Driver Improvement Clinic Program	DL030	Driver Status Report
Commercial Driver Improvement Clinic Program	DL032	School Bus Drivers Status Report
Computer-Based Driver Improvement Clinic Program	DL034	Public/Private School Driver Education Instructors
Voluntary Driving Record Monitoring Program		
Vehicle Consumer Information	DL045	Headquarters Signature Card
Insurance Consumer Information	DL051	Residency Certification
Office Locations	DL055	Request for NDR File Check on Current or Prospective Employee
DMV News		
Legislation	DL056	Individual Request for NDR Check
DMV News Releases	DL093	Information Request
Useful Links	DL140	Vehicle Inspection Study Guide- Tractor Trailer
Virginia Government Links	DL141	Vehicle Inspection Study Guide - Straight Truck/School Bus
Government Related Transportation Links		
Non- Government Related Transportation Links	DL142	Vehicle Inspection Study Guide - Coach/Transit Bus
Other Useful Links		
Contact Us	DL531	Information Use Agreement
Voter Registration	DL531A	Information Use Application
Outside of VA?	DL531C	DMV Information Use Criteria
Renew Your Driver's License	DL531D	Information Use Agreement Addendum
Obtain a Military Extension	DMV65	Credit Card Charge Request
Obtain a Replacement Driver's License	DSD02	Motor Vehicle Dealer Bond
Obtain an International Driver's License	DSD04	Dealer Application for Temporary Registration/Transport Plates
Safety		
DMV Employment	DSD05	Temporary Transport Certificate
Applying for a DMV Position	DSD05A	Temporary Transport Certificate
Job Listing	DSD07	Application for Certificate of Qualification/Salesperson's license
State Application		
Virginia Employment Commission	DSD09	Application for Dealer/Drive-away/Office Trailers Plates
Environment		
Challenging Work	DSD10	Motor Vehicle Dealer License Application for Initial License or Renewal
Benefits		
Mission and Vision	DSD10A	Salvage Dealer, Demolisher, Rebuilder, Pool, Vehicle Remover Operator Application
Employee Recognition		
Privacy and Security	DSD12	Application for Reissue or Exchange of Dealer /Drive-away Plates
Commonwealth Transportation Fund (CTF) Revenues		
Web Site Survey	DSD13	Application for Temporary or Permanent Dealer License
Selective Service Registration	DSD14	Foreign Motor Vehicle Dealer Certificate of Registration Application for Initial or Renewal
FORMS		
DMV Forms		
CDT001	DSD14A	Manufactured Home Dealer Certificate of Registration Application
Application for Commercial Driver Training School License		
CDT002	DSD15	Watercraft Trailer Dealer Certificate of Registration Application
Application for Commercial Driver Training School Instructor License		
CDT005	DSD21	Record of All Wholesale Sales and Retail Sales Registered Out of State
Certificate of Insurance		
CDT006	DSD27	Permission to Use Dealer's License Plates
Surety Bond		
CDT012	DSD27A	Permission to Use Dealer Transport License Plates on Laden Vehicles
Commercial Driver Training School Student Questionnaire		
DI03	DSD27B	Permission to Use Drive Away License Plates
Driver Improvement Clinic (DI) Student Questionnaire		
DI15	DSD36	Dealer Request for DMV Forms
Application for DI Clinic Certification /& Agreement (& Instructions)	DSD65	Certificate of Zoning Compliance
	DSD65A	Certificate of Zoning Compliance
DI505	DSD65A	Application for Vehicle Registration Refund
Driver Improvement Clinic Instructor Personal Data Sheet	FMS210	
	FR02	Owner Statement of Insurance

FR200	Voluntary Report of an Accident	MCS200	Diesel Fuel Purchaser's Report
FSPA2	Architect/Engineer Services Invoice	MCS203	Apportioned Registration Jurisdiction Weight Schedule
FSPA3	Hold Harmless Agreement	MCTS247	Motor Carrier Guidelines
FT212	Fuels Tax Multiple Schedule of Receipts	MED02	Customer Medical Report
FT213	Virginia Fuels Tax Application	MED03	Medical Review Request
FT213/462	Virginia Fuels Tax Application and Bond Form	MED04	Vision Screening Report
FT216	Application for Fuels Tax Refund	MED05	Minimum Vision Requirements for Licensed Drivers of Motor Vehicles
FT221	Fuels Tax Multiple Schedule of Disbursements	MED10	Disabled Parking Plates or Placard Application
FT462	Fuels Tax Bond	MED11	Institutional/Organizational Permanent Placard Application
FT466	Diesel Fuel Purchaser's Report	MED12	Disability Parking Application Information
FT470	Fuels Tax Refund Itemized Statement	MED20	Sunshading Medical Waiver Application
FT471	Fuels Tax Refund Application	MED21	Sunshading Removal Certification
FT473	Urban And Suburban Bus Lines Fuels Tax Refund Application	MED30	Application for CDL Disability Waiver or Hazardous Materials Variance
FT474	Taxicab Services Fuels Tax Refund Application	MED31	Conditions of Variance for CDL Drivers to Haul Hazardous Materials
FT475	Dealers And Jobbers Fuels Tax Refund Application	MED40	Vision Examination Form for Wearers of Bioptic Telescopic Lens
FT476	Exporters Fuels Tax Refund Application	MED41	Certification for Use of Bioptic Telescopic Lens
FT477	Common Carrier Regular Route-passengers Fuels Tax Refund Application	MED44	Driver Licensing Information for Biopic Telescopic Lens Wearers
FT500	Clean Special Fuel Supplier's Report	MVB21	Criminal History Check Data Form
IRP1	Virginia Apportioned Registration Application	OA141	Motor Carrier Certificate/License Application
IRP3	Apportioned Registration Jurisdiction Weight Schedule	OA142M	For-Hire Intrastate Operating Authority Application
IS22A	Request for Repaired or Rebuilt Salvage Vehicle Examination	PPTR09	Personal Property Tax Relief Guidelines
IS25	Mechanic's or Storage Lien Vehicle Information Request	PPTR10	Personal Property Tax Relief Technical Reference Guide
LSD01	Application for Salvage Certificate	PRO02	Virginia Motorcycle Operator Manual
LSD02	Application for Non-Repairable Certificate	PRO03	Newcomer's Guide to Virginia
LSD03	Certificate of Recovered Stolen Vehicle	PRO05	DMV Guide for Family Members and Friends of the Recently Deceased
LSD04	Notification of Owner Retained Late Model Vehicle	PRO13	New Driver's License Look
LSD05	Rebuilt Salvage Vehicle Disclosure Statement	PRO14	A Different Kind of Crash Course DI Program
MC005	Individual Vehicle Mileage And Fuel Report (VMR)	PRO15	Moving Violations and Point Assessment
MC030	RS1 Form - Single State Registration Application	PRO17	It's Cool to Know the Rules
MC051	Application For Virginia IRP and/or Fuel Trip Permit	PRO19	Display Them With Pride Brochure
MC052	Motor Fuel Bond	PRO19A	License Plate Poster
MC102D	Fuel Tax Multiple Schedule Of Disbursements	PRO34	Alternative Motorcycle Skill Test
MC103	Supplier's Report	PRO39	Driver's Manual
MC104	Motor Fuel Dealer Tax Report	PRO39I	Driver's Manual Insert
MC120	Application For Motor Fuel Road Tax Licensing	PRO41	Steps to Obtaining a Driver's License or Photo ID
MC121	International Fuel Tax Agreement (IFTA) Quarterly Report	PRO60	Virginia Commercial Driver's Manual
MC122	Motor Fuel Road Tax Quarterly Report	PRO66	Insurance Card
MC123	Renewal Or Additional Decal Application	PRO68	Drinking and Driving Card
MC130	Virginia Motor Fuel Road Tax Programs Licensing & Reporting Requirements	PRO72	VA Automobile Liability Insurance Reporting Requirements
MC131	Motor Carrier Guidebook	RDT120	Application for Motor Fuel Road Tax Licensing
MC201	Motor Carrier Guidelines	RDT382	IFTA Fee Schedule
MCS101	Motor Vehicle Rental Tax Return	SSRS040	Single State Registration Application
MCS103A	Aviation Supplier's Report	SSRS041	RS2 - SSR Fee Schedule - Virginia
MCS103AC	Aviation Consumer's Report	SSRS360	R2 - SSR Fee Schedule - Delaware
MCS103S	Synthetic Special Fuel Supplier's Report	SSRS361	RS2 - SSR Fee Schedule - Florida
MCS104A	Aviation Motor Fuel Dealers Tax Report	SSRS362	RS2 - SSR Fee Schedule - Maryland
MCS109	Gasohol Tax Report	SSRS363	RS2 - SSR Fee Schedule - New Jersey
MCS119	Rentor's Tax Bond	SSRS364	RS2 - SSR Fee Schedule - Pennsylvania
MCS127	Motor Vehicle Rental Tax Schedule Of Additional Tax	SUT01	(A)Supplemental Information for Procurement of Title (B) Seller's Statement of Sales Price

Guidance Documents

SUT02	Application for Refund of Erroneous Payment of Sales and Use Tax	VSA094	Application for License Plates or Decals for Deaf Person
SUT03	Purchaser's Statement of Tax Exemption	VSA124	Fire Department/Rescue Squad License Plate Application
SUT04	Transfer of Certification of Lien Information	VSA145	Overload Permit Application
SUT05	Certification of exemption from Sales and Use Tax for Special Equipment		CSS Authorization Information
TASA104S	Motor Fuel Dealer's Report (synthetic)		Guidelines For The Submission Of Highway Safety Grant Applications
TASA110	Forms Instructions: Suppliers Report (MC109)		Hold Harmless Agreement
TASA111	Application For Aviation Consumer's License		Request for Administrative Hearing
TASA122	Application For Motor Fuel License		IRP Manual
TASA130	Special Fuel Tax Bond		Motor Vehicle Statistics in Virginia
TASA151	Motor Fuel Exporter's Report		Buyer's order check list
TASA152	Special Fuel Exporter's Report		Virginia Fuels Tax Guidelines
TSA10	Application for Highway Safety Grant		Size, Weight, Equipment and Other Requirements for Trucks, Trailers and Towed Vehicles
TSA11	Grant Evaluation		Virginia Traffic Crash Facts
TSA12	Safety Project Agreement		Invitation for Bids (IFBs)
TSA14	Project Monitoring Report		Request for Proposals (RFPs)
TSCA100	Common Or Contract Carrier's Report Of Motor Fuel Delivered		Virginia Motor Vehicle Rental Tax Q&A
TSCA102R	Fuel Tax Multiple Schedule Of Receipts		Motor Carrier Service Operations Booklet
TSCA103C	Clean Special Fuels Supplier's Report		
TSCA103S	Synthetic Special Fuel Supplier's Report		
TSCA123	Application For Certificate Of Registration To Collect The Virginia Motor Vehicle Rental Tax		
TSCA129	Application For Special Fuels License		
TSCA155	Application For Clean Special Fuel License Certificate		
TSCA155I	Forms Instructions: For TSCA155		
TSS13	Mini Grant Application		
TSS15	Reimbursement Voucher for Highway Safety Project Costs		
TSS15A	Instructions for Reimbursement Voucher for Highway Safety Project Costs		
TSS16	Expenditure Documentation Summary		
VSA005	Odometer Disclosure Sheet		
VSA006	Color Chart		
VSA009	Application for Disabled Personalized Plates		
VSA010	Communiplate Application		
VSA012	Affidavit in Lieu of Title Certificate		
VSA014	Application for Registration		
VSA015	Application for Special Registration		
VSA016	Registration Information Sheet		
VSA017A	Application for Certificate of Title and Registration		
VSA022	Application for Assigned Vehicle Identification Number		
VSA024	Statement of Authority to Assign Title		
VSA040	Abandoned Motor Vehicles		
VSA054	Veteran Certification of Disability		
VSA056	Application for Salvage Certificate		
VSA057	Application for Non-Repairable Certificate		
VSA058	Notification of Owner Retained Late Model Vehicle		
VSA061	Special Revenue Sharing Series Application		
VSA064	Required Evidence of Ownership		
VSA066	Application for Supplemental Lien, Transfer of Lien, Replacement Title or Substitute Title		
VSA070	Power of Attorney		
VSA071	Change of Status Application		
VSA079	How to Transfer Title from Deceased Person		
VSA086	How to Title and License a Motor Vehicle		

Copies of Motor Carrier Services bulletins relating to fuels tax and motor carrier issues and requirements totaling under ten pages may be obtained for no charge. Copies of these documents totaling ten pages or more may be obtained at a cost of 50 cents a page. Requests for copies of these documents may be made by contacting Rena Hussey, Department of Motor Vehicles, Motor Carrier Services, Room 607, 2300 West Broad Street, Richmond, VA 23220, telephone (804) 367-8116, FAX (804) 367-1123 or e-mail dmvr3h@dmv.state.va.us.

The DMV Web Site Contents documents may be viewed and downloaded at no charge by visiting www.dmv.state.va.us. These Site Contents documents provide general information to the public about DMV, its administrative processes and procedures and the services it offers. For more information about the DMV Web Site, please contact Tully Welborn, Department of Motor Vehicles, Web Services, Room 632, 2300 West Broad Street, Richmond, VA 23220, telephone (804) 367-2431, FAX (804) 367-6631 or e-mail dmvtgw@dmv.state.va.us.

BOARD OF NURSING

Copies of the following documents may be viewed during regular work days from 8:15 a.m. until 5 p.m. at the offices of the Department of Health Professions, 6606 W. Broad Street, 4th Floor, Richmond, VA 23230. Copies may also be requested by email at nursebd@dhp.state.va.us. Questions regarding interpretation or implementation of these documents or requests for copies may be directed to Nancy Durrett, R.N., Executive Director of the board at the address above or by telephone at (804) 662-9909. Copies are free of charge.

Guidance Documents:

90-1, Policy statement on Registered Nurses as first assistant in surgery, adopted by the Joint Committee of the Boards of Nursing and Medicine, June 30, 1976

- 90-2, Guidelines for agency to use regarding transmittal of third-party orders, accepted by the Boards of Nursing and Medicine, December 1982
- 90-3, Opinion on the necessity of physicians order for the measurement and recording of urine output, adopted September 16, 1985
- 90-4, Opinion on how licensure as a nurse relates to service on a volunteer rescue squad, letter by Executive Director, C. Dorsey, January 20, 1988
- 90-5, Board opinion of the administration of neuromuscular blocking agents by nurses, adopted November 1990
- 90-6, Guidance statement by board regarding peripherally inserted central catheters, adopted January 27, 1993
- 90-8, Board opinion regarding the delegation of task of obtaining specimens to unlicensed personnel, adopted January 1993
- 90-9, Board opinion on the delegation of nursing activities, adopted September 1993
- 90-10, Board guidelines for processing applications for licensure by examination, endorsement and reinstatement, accepted 1985, revised 1993
- 90-11, Administration of Versed by nurses, letter by Executive Director, C. Dorsey, November 1993
- 90-12, Board motion on Licensed Practical Nurses acting as first assistants in the operating room - adopted January 1994
- 90-13, Authority granted to Special Conference Committees to approve or deny applicants, adopted on March 26, 1995
- 90-14, Disposal of narcotics in the home following death of a patient, internal, memo of November 25, 1996
- 90-15, Insertion of Prostaglandin E2 Gel by Registered Nurses, letter by Executive Director, N. Durrett, August 27, 1996
- 90-16, Evaluation form for adult immunization protocols, developed by staff, August 1996
- 90-17, Opinion of cutting of corns and warts with a scalpel by Licensed Practical Nurses, December 16, 1996
- 90-18, Opinion regarding prescriptive authority in Virginia, prepared by Elizabeth Russell, revised April 1997 and September 2000.
- 90-19, Board interpretative statement on bolusing epidural anesthesia by Registered Nurses, adopted September 23, 1997, amended September 22, 1998
- 90-20, Requirement for licensure by endorsement by Licensed Practical Nurses, affirmed September 1997
- 90-21, Preparation of medications, letter from Corinne Dorsey, October 2, 1990
- 90-22, Execution of a Do Not Resuscitate Order, letter from Nancy Durrett, February 19, 1998
- 90-23, Decision-making Model for Determining RN/LPN Scope of Practice, adopted by the board September 24, 1996
- 90-24, Scope of nurse aide practice, letter from Corinne Dorsey, June 3, 1994
- 90-25, Transcribing a physician order to a prescription, letter from Nancy Durrett, May 27, 1998
- 90-26, Board opinion on reinstatement applications for individuals with revoked certificates based on a finding of abuse, neglect or misappropriation of resident property, adopted July 23, 1996
- 90-27, Board opinion on reinstatement requests by individuals with lapsed certificates who have findings of abuse, neglect or misappropriation of resident property, adopted May 20, 1998
- 90-28, Board opinion on authority to amend board orders requiring participation in Peer Assistance for Chemically Dependent Nurses, adopted March 24, 1998
- 90-29, Definition of the term "administer" for patient in private residence and for students on a school field trip, adopted by the Board of Pharmacy on June 11, 1998, with concurrence of the Board of Nursing on July 21, 1998
- 90-30, Ability of registered nurses to take orders from physician assistants, letter from Nancy K. Durrett, September 3, 1998
- 90-31, Drug orders conveyed by pharmacists, letter from Nancy K. Durrett, September 8, 1998
- 90-32, Board opinion on adverse findings of neglect by certified nurse aides, adopted September 23, 1998
- 90-33, Board motion on applicants who are enrolled in the Health Practitioner Intervention Program, adopted July 20, 1999
- 90-34, Board motion on review and challenge of NCLEX, adopted July 20, 1999
- 90-35, Board motion authorizing staff to offer pre-hearing consent orders to certified nurse aides for patient abandonment, adopted September 28, 1999
- 90-36, Guidelines for the training of employees of school boards in the administration of insulin and glucagon, August 1999
- 90-37, Board motion on requesting strategies for improvement for nursing education programs having less than 80% passing rate on the licensure examination for at least two years, adopted March 24, 1998
- 90-38, Board motion on disposition of cases against nurses practicing with expired licenses, adopted May 11, 1999
- 90-39, Board motion authorizing staff to offer pre-hearing Consent Orders in cases of noncompliance or dismissal in Health Practitioners' Intervention Program cases, adopted September 26, 2000
- 90-40, Board opinion that the surveillance activities required by the OSHA Respiratory Standards are within the scope of practice of the registered nurse, adopted November 15, 2000

Guidance Documents

BOARD OF NURSING HOME ADMINISTRATORS

Copies of the following documents may be viewed during regular work days from 8:15 a.m. until 5 p.m. at the offices of the Department of Health Professions, 6606 W. Broad Street, 4th Floor, Richmond, VA 23230. Copies may also be requested by email at nhabd@dhp.state.va.us. Questions regarding interpretation or implementation of these documents or requests for copies may be directed to Marcia J. Miller, Executive Director of the board at the address above or by telephone at (804) 662-7457. Copies are free of charge.

Guidance Documents:

95-1, Memorandum of Understanding with the Virginia Department of Health, Division of Licensure and Certification, adopted by board on April 28, 1989

95-3, Board guidelines on disciplinary case intake requirements, adopted February 27, 1996

95-4, Board Bylaws, adopted January 12, 2000

OLD DOMINION UNIVERSITY

Copies of the following documents may be viewed during regular work days from 8 a.m. until 5 p.m. in the office of the Assistant to the Vice President for Administration and Finance, Koch Hall, Room 225A, 49th Street and Hampton Boulevard, Norfolk, VA 23529. Copies may be obtained, free of charge, by contacting Donna Meeks at the same address, telephone (757) 683-3072, FAX (757) 683-5679 or e-mail dmeeks@odu.edu. The documents may be downloaded from the Old Dominion University home page (<http://web.odu.edu>).

Questions regarding interpretation or implementation of these guidance documents may be directed to Ms. Donna Meeks, Assistant to the Vice President for Administration and Finance, Old Dominion University, Norfolk, VA 23529, telephone (757) 683-3073, FAX (757) 683-5679 or e-mail dmeeks@odu.edu.

Guidance Documents:

Faculty Handbook

Student Handbook

Board of Visitors Policies and Procedures

Parking Regulations

BOARD OF OPTOMETRY

Copies of the following documents may be viewed during regular work days from 8:15 a.m. until 5 p.m. at the offices of the Department of Health Professions, 6606 W. Broad Street, 4th Floor, Richmond, VA 23230. Copies may also be requested by email at optbd@dhp.state.va.us. Questions regarding interpretation or implementation of these documents or requests for copies may be directed to Elizabeth Carter, Ph.D., Executive Director of the board at the address above or by telephone at (804) 662-9910. Copies are free of charge.

Guidance Documents:

105-1, Consent Order for Richard D. Ayuso, O.D.; September 26, 1990, Practice in mercantile establishment; advertising

105-2, Order by the Board for Eustace F. Bourne, O.D.; January 5, 1990, Practice in mercantile establishment; advertising

105-3, Consent Order for Paul T. Edwards, O.D.; December 19, 1994, Practice in mercantile establishment

105-4, Consent Order for Louis A. Espejo, O.D.; October 24, 1995, Practice in mercantile establishment

105-5, Consent Order for Nava Ezra, O.D.; August 21, 1996, Practice in mercantile establishment; indirect control and supervision over practice by sublessor

105-6, Consent Order for Solomon Holsveig, O.D.; May 15, 1997, Practice in mercantile establishment

105-7, Consent Order for Barry M. Lebowitz, O.D.; May 9, 1995, Practice in mercantile establishment; indirect control and supervision over practice by non-optometrist

105-8, Consent Order for Marcia K. Leverett, O.D.; May 9, 1995, Practice in mercantile establishment; indirect control and supervision over practice by non-optometrist; advertising

105-9, Consent Order for Blake A. Mitvick, O.D.; January 26, 1996, Practice in mercantile establishment

105-10, Consent Order for Gilbert J. Nelson, O.D.; February 17, 1995, Practice in mercantile establishment

105-11, Consent Order for Jane Atkinson Trump, O.D.; October 18, 1995, Practice in mercantile establishment

105-12, Consent Order for David A. Tufts, O.D.; February 2, 1997, Practice in mercantile establishment

105-13, Consent Order for Michael E. Zalar, O.D.; November 4, 1995, Practice in mercantile establishment

105-14, Matrix of disciplinary sanctions, January 1993 to November 29, 1999

105-15, Newsletter, January 1995, Prescription release and expiration dates; record keeping.

105-16, Newsletter, July 1996, Record keeping

105-17, Board minutes, February 7, 1997, Advertising guidelines

105-18, Listing of Board approved CPT codes, adopted by board, April 16, 1998

105-19, Consent Order for Jack David Cadenhead, O.D.; July 12, 1996, Mercantile practice

105-20, Consent Order for Lynne A. Chintala, O.D.; November 13, 1997, Mercantile practice

105-21, Consent Order for Robert Fornilli, O.D.; March 12, 1998, Mercantile practice

105-22, Consent Order for Christopher A. McGlone, O.D.; October 1, 1998, Mercantile practice

105-23, Consent Order for Mary Vaughan-Camp, O.D.; March 12, 1998, Mercantile practice

105-24, Consent Order for Thomas Hwa-Hong, O.D.; July 26, 1999, Mercantile practice

BOARD OF PHARMACY

Copies of the following documents may be viewed during regular work days from 8:15 a.m. until 5 p.m. at the offices of the Department of Health Professions, 6606 W. Broad Street, 4th Floor, Richmond, VA 23230. Copies may also be requested by email at pharmbd@dhp.state.va.us. Questions regarding interpretation or implementation of these documents or requests for copies may be directed to Elizabeth Scott Russell, Executive Director of the Board at the address above or by telephone at (804) 662-9911. Copies are free of charge.

Guidance Documents:

110-1, List of categories of facility licenses and a brief description of each, August 1996

110-2, Instructions for applicants for a pharmacist license by examination, August 1996

110-3, Instructions from the National Association of Boards of Pharmacy for application by endorsement from another state, June 1997

110-4, Candidate Study Guide for combined federal and state pharmacy law examination, April 1998

110-5, Instructions and forms for reporting of thefts or losses of drugs, January 1998

110-6, Instructions and forms for destruction of drugs by pharmacies, June 1998

110-7, Guidelines of the Virginia Board of Medicine on physician/patient relationship and the prescribing of drugs for family or self, revised June 1996

110-8, Information on prescriptive authority in Virginia, revised September 2000.

110-9, Instructions for requesting subpoenas, October 1996

110-10, Compilation of Board sanctions, August 1992 - December 1996

110-11, Compilation of Board sanctions, 1973 - July 1992

110-12, Consent Order for the Board of Pharmacy v. Grover E. Hughes, case decision on the possession of FDA unapproved biologicals in a pharmacy for use in compounding, April 13, 1994

110-13, Consent Order for the Board of Pharmacy v. CVS/pharmacy, case decision holding the corporate owner responsible for violations of pharmacy laws and regulations, October 9, 1997

110-14, Consent Order for the Board of Pharmacy v. Eckerd Corporation, case decision holding the corporate owner responsible for violations of pharmacy laws and regulations, August 19, 1997

110-15, Orders for the Board of Pharmacy v. Jerome A. Danoff, case decision involving violations of laws related to dispensing in good faith, pursuant to a valid prescription, June 4, 1996 and August 21, 1997

110-16, Guidance for pharmacies on returning drugs to stock from "will-call," February 10, 1998

110-17, Instructions for graduates of foreign schools of pharmacy, revised April 26, 1999

110-18, Interpretation of "administer" to include preparation for administration, June 11, 1998

110-19, Guidance for sanctions for violations of continuing education requirements, November 27, 2000

110-20, Guidance for pharmacies providing prescriptions blanks to prescribers, December 8, 1998

110-21, Guidance for clarification of the term "on duty" as used in 18 VAC 110-20-190 (C) of the Regulations Governing the Practice of Pharmacy, April 21, 1999

110-22, Guidance for waivers for free clinics related to restricted access, March 11, 1999

110-23, Repackaging medications into unit dose or compliance packaging for long term care facilities when one pharmacy dispenses and a second pharmacy repackages, June 15, 1999

110-24, Guidance for setting NAPLEX passing score, October 5, 1999

110-25, Guidance for life of a prescription after a prescriber no longer in practice, October 5, 1999

110-26, Inspection Violations - suggested sanctions, June 13, 2000.

110-27, Pharmacist-In-Charge responsibilities, June 2000

110-28, Guidance for free clinic pharmacy permit applicants, July 2000

110-29, Guidance Document for physician dispensing, September 2000

BOARD OF PHYSICAL THERAPY

Copies of the following documents may be viewed or requested during regular work days from 8:15 a.m. until 5 p.m. at the offices of the Department of Health Professions, 6606 W. Broad Street, 4th floor, Richmond, VA 23230. Copies may also be requested by e-mail at ptboard@dhp.state.va.us. Questions regarding interpretation or implementation of these documents or requests for copies may be directed to Elizabeth Young Tisdale, Executive Director of the Board at the address above or by telephone at (804) 662-9924. Copies are free of charge.

Guidance Documents:

112-1, By-Laws of Board of Physical Therapy, adopted September 22, 2000

Guidance Documents

DEPARTMENT OF STATE POLICE

Copies of the following document may be viewed during regular work days from 8:30 a.m. until 4:30 p.m. at the headquarters of the State Police, 7700 Midlothian Turnpike, Richmond, VA 23235. Mail inquiries should be submitted to the Department of State Police, Firearms Transaction Unit, P.O. Box 27472, Richmond, VA 23261. Copies may be obtained for a fee of \$5.00 by contacting Donna Tate, Firearms Transaction Manager, at the same address, telephone (804) 674-2210 or FAX (804) 674-2105.

Questions concerning interpretation or implementation of this document may be directed to Captain Stephen D. Childress, Criminal Justice Information Services Division, Department of State Police, P.O. Box 27472, Richmond, VA 23261, telephone (804) 674-2147 or FAX (804) 674-2105.

Guidance Document:

Virginia Firearms Transaction Program, Procedures Manual for Firearms Dealers, revised July 1, 2000, § 18.2-308.2:2

VIRGINIA PORT AUTHORITY

Copies of the following documents may be viewed during regular work days from 8 a.m. until 4:30 p.m. in the office of Robert R. Merhige, III, General Counsel and Deputy Executive Director of the Virginia Port Authority, 600 World Trade Center, Norfolk, VA 23510. Copies may be obtained for a fee (varies depending on document) by contacting Robert R. Merhige, III, at the same address, telephone (757) 683-2107 or FAX (757) 683-2166.

Questions regarding interpretation or implementation of these documents may be directed to Robert R. Merhige, III, at the same address and phone number.

Guidance Documents:

Virginia Port Authority Purchasing Policies and Procedures Manual, revised September 1996, §§ 62.132.1, 62.1-132.6 and 11-35, cost: \$15

Virginia Port Authority Capital Outlay Manual, May 1997, §§ 62.1-132.1, 62.1-132.6, 2.1-483.1 and 11-35, cost: \$30

DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL REGULATION

Copies of the following documents may be viewed during regular work days from 8:15 a.m. until 5 p.m. in the Records Management Office of the Department of Professional and Occupational Regulation, 5th Floor, 3600 West Broad Street, Richmond, VA 23230. Copies may be obtained by contacting Dawn Waters at the same address, telephone (804) 367-8583, FAX (804) 367-2475 or e-mail recordsmgt@dpor.state.va.us.

Questions regarding interpretation or implementation of these documents may be directed to Dawn Waters, Records Manager, Department of Professional and Occupational Regulation, 5th Floor, 3600 West Broad Street, Richmond, VA

23230, telephone (804) 367-8583, FAX (804) 367-2475, or e-mail waters@dpor.state.va.us.

Guidance Documents:

Policy Manual, revised August 22, 2000, § 54.1-302 through 54.1-306, \$67.50

Accountancy

Procedures Handbook for Accountancy, issued August 1997, 18 VAC 5-20 and 18 VAC 5-30, \$35.50

Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects

APELSCIDLA Board Sanction Guidelines for Violations that occurred before July 1, 1999, issued June 8, 2000, §§ 54.1-201 and 54.1-202 and 18 VAC 10-20-790

APELSCIDLA Board Sanction Guidelines for Violations that occurred after July 1, 1999, issued June 8, 2000, § 54.1-201 and 54.1-202 and 18 VAC 10-20-790

Course Requirements for Engineering Technology Program, adopted May 1996, 18 VAC 10-20-200.4 and 18 VAC 10-20-210.4

Asbestos and Lead

Procedures Manual for Asbestos Licensing, issued November 1997, 18 VAC 15-20

Procedures Manual for Lead Based Paint Activities Certification, issued December 1995, 18 VAC 15-30

Barbers and Cosmetology

Procedures Handbook for Barbers, issued June 1999, 18 VAC 40-20, \$18.75

Procedures Handbook for Cosmetology, issued July 1999, 18 VAC 55-10, \$18.75

Contractors

Virginia Contractor Transaction Recovery Act Claim Packet, revised March 1997, § 54.1-1118 et seq.

Hearing Aid Specialists

Procedures Handbook for the Board for Hearing Aid Specialists, issued September 1999, 18 VAC 80-20, \$18.75

Opticians

Procedures Handbook for the Board for Opticians, issued August 1999, 18 VAC 100-10, \$18.75

Polygraph Examiners

Procedures Handbook for the Board for Polygraph Examiner Advisory Board, issued November 1999, 18 VAC 120-30, \$18.75

Real Estate Appraisers

Real Estate Appraiser Desk Procedures, revised 1998, 18 VAC 130-20

Real Estate Appraiser Sanction Manual, revised May 1998, 18 VAC 130-20-160

Real Estate

Real Estate Recovery Fund Manual, revised January 1996, § 54.1-2112 et seq., \$11.50

Real Estate Sanctions Manual, revised October 1997, 18 VAC 135-20, \$25.50

Virginia Real Estate Transaction Recovery Act Claim Packet, revised March 1997, § 54.1-2112 et seq.

Waste Management Facility Operators

Procedures Manual for Waste Management Facility Operator Licensing, issued November 1997, 18 VAC 155-20

Waterworks and Wastewater Works Operators

Waterworks and Wastewater Works Operators Procedural Manual, September 1997, 18 VAC 160-20

BOARD OF PSYCHOLOGY

Copies of the following documents may be viewed during regular work days from 8:15 a.m. until 5 p.m. at the offices of the Department of Health Professions, 6606 W. Broad Street, 4th Floor, Richmond, VA 23230. Copies may also be requested by email at psy@dhp.state.va.us. Questions regarding interpretation or implementation of these documents or requests for copies may be directed to Evelyn Brown, Executive Director of the board at the address above or by telephone at (804) 662-9913. Copies are free of charge.

Guidance Documents:

125-2, Assistant Attorney General Opinions

125-2.1, Interpretation of statutes pertaining to release of health care records, April 7, 1997

125-3, Minutes of the Board

125-3.1, Residency requirements applied to both exempt and non-exempt work settings, May 21, 1992

125-3.2, Clarification that a residency can not begin until approved by the board, November 19, 1992

125-3.3, Clarification that applicants are required to file registrations of residency and applications for licensure

concurrently, and receive approval before starting the residency. Clarification that applications are not considered complete until all requirements have been met, January 12, 1993

125-3.4, Determination that the Chair of the Examination Committee would have the authority to make decisions on special accommodation requests, January 18, 1994

125-3.5, Authorization for the Executive Director to conduct a preliminary review of discipline cases and make a recommendation to the Chair of the Discipline Committee or his designee for appropriate disposition, March 23, 1999

125-3.6, Policy that all forms within the applicant's control be received prior to the examination deadline in order for applicants to be deemed eligible for the examination, June 8, 1999

125-3.7, Table outlining reporting requirements for health care practitioners, April 2000

125-4, Newsletters of the Board

125-4.1, Guidance from the Assistant Attorney General on how to provide services while under supervision for sex offender treatment provider certification, Summer 1998

125-4.2, Guidance regarding mandatory reporting of impaired practitioners who may present a danger to the public. Summary of Virginia statutes regarding maintenance and release of client records, Fall 2000

PUBLIC DEFENDER COMMISSION

Copies of the following documents may be viewed during regular work days from 8:30 a.m. until 5 p.m. in the office of the Public Defender Commission located at 701 E. Franklin Street, Suite 1416, Richmond, VA 23219. Copies may be obtained free of charge by contacting Jane Chittom, Appellate Defender, at the same address or by telephone (804) 786-4960 or FAX (804) 371-8326. Questions regarding interpretation or implementation of these documents may also be directed to Ms. Chittom.

Guidance Document:

Standards for the Qualifications of Appointed Counsel in Capital Cases, issued June 17, 1999, § 19.2-163.8 E

DEPARTMENT OF RAIL AND PUBLIC TRANSPORTATION

Copies of the following documents may be viewed during regular work days from 8:30 a.m. until 5 p.m. at the office of the Department of Rail and Public Transportation, 1313 East Main Street, Suite 300, P.O. Box 590, Richmond, VA 23218-0590. Single copies may be obtained free of charge by contacting Sheryl Armstrong at the same address, telephone (804) 786-8410, FAX (804) 786-7286 or e-mail sarmstrong@drpt.state.va.us. Copies of all guidance documents are available to view or download at the DRPT website: www.drpt.state.va.us.

Guidance Documents

Questions regarding the interpretation or implementation of these documents may be directed to Leo J. Bevon, Director, Department of Rail and Public Transportation, at the same address, telephone (804) 786-1051, FAX (804) 786-7286 or e-mail lbevon@drpt.state.va.us; or to J. Randolph Smith, Jr., Deputy Director, at the same address, telephone (804) 371-4866, FAX (804) 786-7286 or e-mail rsmith@drpt.state.va.us.

Guidance Documents:

Transit and Vanpools:

State Aid for Public Transportation: Grant Application Package, Fiscal Year 2002, revised December 2000, § 33.1-391.5

Federal Transit Administration Section 5303 (Metropolitan Planning) Program: Grant Application Package, revised January 2001, § 33.1-391.5

Federal Transit Administration Section 5310 (Elderly and Persons with Disabilities) Program: Information and Application Package, Fiscal Year 2002, revised December 2000, § 33.1-391.5

Vanpooling Made Easy: An Informational Sourcebook, revised February 2001, § 33.1-391.5

Rail:

Rail Industrial Access Program: Application Procedures and Forms, revised July 2000, § 33.1-391.5

Rail Preservation Program: Application Procedures and Forms, revised April 1999, § 33.1-391.5

DEPARTMENT OF REHABILITATIVE SERVICES

Guidance documents may be viewed during regular work days from 8 a.m. until 4:30 p.m. at the department's central office located at 8004 Franklin Farms Drive, Richmond, VA 23288-0300. For questions about interpretation or implementation of any guidance document, or to request a free copy, please contact the resource person named in the list below by calling (804) 662-7000 (toll free 1-800-552-5019). TTY users call (804) 662-9040 (toll free 1-800-464-9950).

Vocational Rehabilitation Program, including Supported Employment and Vocational Evaluation Guidance Documents:

State Plan for the State Vocational Rehabilitation Services Program and State Plan Supplement for the State Supported Employment Services Program, updated July 1, 2000, Katherine Lawson or Gloria O'Neal. Also available on DRS website

Strategic Plan for Innovation and Expansion, updated July 1, 2000, Katherine Lawson or Gloria O'Neal. Also available on DRS website

Your Path To Work Through Vocational Rehabilitation: A Guide to the Virginia DRS Vocational Rehabilitation Program (customer handbook), revised 11/99, Dana Rosanelli. Also available on DRS website

Path To Achievement, issued January 1999, Dana Rosanelli.

Virginia Guide to Supported Employment and Job Coach Training Services manual, revised April 1998, Jack Hayek

Long Term Employment Support Services Guide, revised December 1999, Jack Hayek or Judy Hill

Virginia DRS Fair Hearing Officer Manual, revised June 1999, Mary Lutkenhaus or Gloria O'Neal

New Counselor Skills Training manual, revised 1999, Brenda Adkins or Gloria O'Neal

Best Practices Manual for Vocational Evaluation, issued 1995, Dale Batten

The following vocational rehabilitation program guidance documents are updated monthly:

Field Rehabilitation Services Policy and Procedures Manual, first 10 pages front and back are free and \$0.15 each additional page (number of pages varies by policy), Liz Smith or Gloria O'Neal. Also available on DRS website

Training and Facilities Manual, Robert Johnson or Carrie Worrell

Services Reference Manual, Robert Johnson or Carrie Worrell

Independent Living Services Program Guidance Documents, Theresa Preda:

State Plan for the State Independent Living Services Program, effective October 1, 1998 through September 30, 2001

Virginia DRS Centers for Independent Living Title VII, Part B Procedures Manual, revised November 2000

Virginia DRS Centers for Independent Living General Policies and Procedures Manual, revised August 1996

DRS/CIL Fiscal Manual, revised September 1997

State Personal Assistance Services Program Guidance Documents, Susan Payne or Teresa Wingold:

Personal Assistant Services Policy Manual, revised February 1999

Personal Assistance Services brochure, issued March 2000

Personal Assistance Services fact sheet, issued March 2000

Consumer Services Fund Guidance Documents, Carolyn Turner:

Consumer Services Fund Guidelines and Application, revised March 2000

Rehabilitation Services Incentive Fund Guidance Documents, Dina Zanetta:

Rehabilitation Services Incentive Fund Guidelines and Application, revised October 2000

Woodrow Wilson Rehabilitation Center

Guidance documents may be viewed during regular work days from 8 a.m. until 4:30 p.m. at Woodrow Wilson Rehabilitation Center located in Fishersville, Virginia 22939-0010. For questions about interpretation/implementation of any guidance document, or to request a free copy, please contact the resource person named in the list below by calling toll-free 1 (800) 345-9972 or (540) 332-7000. TTY users call toll free 1 (800) 811-7893 or locally (540) 332-7239.

Medical Services Guidance Documents, Paige Moore:

Admissions Criteria for Short Term Rehabilitation Unit, revised April 1999

Career and Life Services Guidance Documents, Mike Wong:

PERT Manual, revised October 1, 1999

Student Life Guidance Documents, David Schwemer:

Student Handbook, revised January 1998

Other WWRC Guidance Documents:

WWRC Services listing/fee schedule, revised July 1997, Judy Carter

WWRC Guide to Programs and Services, revised September 23, 1997, Kathy Trossi

WWRC Portfolio, revised May 5, 1997, Wendell Coleman

WWRC Brochure, revised 2000, Wendell Coleman

WWRC Policies and Procedures Manual, revised monthly as needed, Wayne Heatwole

Unified Case Management Operations Manual, revised July 1999, Tom Blosser

VIRGINIA RETIREMENT SYSTEM

Copies of the following documents may be viewed during regular work days from 8 a.m. until 4:30 p.m. in the office of the Virginia Retirement System, 1200 E. Main Street, Richmond, VA 23219. Copies may be obtained free of charge by contacting Ann Black, Communications Manager, at the same address, telephone (804) 649-8059, FAX (804) 786-1541 or e-mail ablack.vrs@state.va.us. The documents may be downloaded from the Virginia Retirement System home page (<http://www.state.va.us/vrs/vrs.htm>).

Questions regarding interpretation of benefit plan provisions or implementation of procedures outlined in these documents may be directed to Bo Harris, Deputy Director, Virginia Retirement System, 1200 E. Main Street, Richmond, VA 23219, telephone (804) 649-8059, FAX (804) 786-1541 or e-mail bo@vrs.state.va.us.

Guidance Documents:

Virginia Retirement Act, revised August 2000

Benefits Manual, revised July 2000, Title 51.1, Code of Virginia, Chapters 1-7

Employer Payroll Manual, revised December 1994, Code of Virginia, Chapters 1-7

Handbook for Members, summary plan description, revised May 1999, Code of Virginia, Chapters 1-7, 10

Your VRS Benefits (Information Series #1), revised November 1999, Code of Virginia, Title 51.1, Chapters 1-7

Guidelines to Retirement (Information Series #2), revised January 2000, Code of Virginia, Title 51.1, Chapters 1, 2

Guidelines to Retirement (Information Series # 3), revised November 1999, Code of Virginia, Title 51.1, Chapters 1, 3

Guidelines to Retirement (Information Series #4), revised November 1999, Code of Virginia, Title 51.1, Chapters 1-7

Disability Retirement (Information Series #6), revised November 1999, Code of Virginia, Title 51.1, Chapters 1, 2, 3, 5

Group Life Insurance (Information Series #7), revised November 1999, Code of Virginia, Title 51.1, Chapter 5

Making the Future Secure...After the Loss of a Loved One (Information Series #8), revised October 1997, Code of Virginia, Title 51.1, Chapters 1, 2, 3, 4, 5

Optional Group Life Insurance (Information Series #9), revised December 1998, Code of Virginia, Title 51.1, Chapter 5

Member Benefit Profile, last published September 2000, Code of Virginia, Title 51.1, Chapters 1-7, 10

Deferred Compensation Administrative Manual, revised May 1995, Code of Virginia, Title 51.1, Chapter 6

Easy Access to Your Plan Account (deferred compensation), revised October 1999, Code of Virginia, Title 51.1, Chapter 6

What You Should Know About Your Deferred Compensation Plan, revised April 1998, Code of Virginia, Title 51.1, Chapter 6

Emergency Withdrawal Procedures (deferred compensation), revised April 1998, Code of Virginia, Title 51.1, Chapter 6

Investment Option Guide, revised December 1999, Code of Virginia, Title 51.1, Chapter 6

Deferred Compensation Plan Information Kit, revised January 1998, Code of Virginia, Title 51.1, Chapter 6

457 DCP News, published quarterly, Code of Virginia, Title 51.1, Chapter 6

VRS Retirement Benefits and Divorce, revised May 1996, Code of Virginia, Title 51.1, Chapter 1

Virginia Sickness and Disability Program Handbook, revised May 2000, Code of Virginia, Title 51.1, Chapter 11

Update for Employers, published bi-monthly, Code of Virginia, Title 51.1, Chapters 1-7

Memo to Members, published semi-annually, Code of Virginia, Title 51.1, Chapters 1-7

Guidance Documents

Memo to Retirees, published semi-annually, Code of Virginia, Title 51.1, Chapters 1-7

Retirement Facts and Features, published quarterly, Code of Virginia, Title 51.1, Chapters 1-7

Direct Deposit Factsheet, revised July 1997, Code of Virginia

Disability Factsheet, revised October 1998, Code of Virginia, title 51.1, Chapters 1, 2, 3, 5

Leveling Option Factsheet, revised August 2000, Code of Virginia, title 51.1

Refund Factsheet, revised September 1998, Code of Virginia, title 51.1

Refund Factsheet for Disability Retirement Compensable Under Workers' Compensation, published July 1997, Code of Virginia, title 51.1

Purchase of Prior Services Factsheet, revised May 2000, Code of Virginia, Title 51.1, Chapter 1

Retiree Handbook, Code of Virginia, revised May 2000, Title 51.1, Chapters 1-7

VRS Annual Report, December 1999, published annually, Code of Virginia, Title 51.1, Chapters 1-7

What's Quick, Easy And Only A Phone Call Away? (VIPS For VRS Members), published June 2000, Code of Virginia, title 51.1, Chapters 1-7

What's Quick, Easy And Only A Phone Call Away? (VIPS For VRS Retirees), published June 2000, Code of Virginia, title 51.1, Chapters 1-7

What's Quick, Easy And Only A Phone Call Away? (VIPS For VRS Employers), published June 2000, Code of Virginia, title 51.1, Chapters 1-7

DEPARTMENT FOR RIGHTS OF VIRGINIANS WITH DISABILITIES

Guidance documents may be viewed during regular work days from 8:30 a.m. until 5 p.m. at the department's central office located at 202 North 9th Street, 9th Floor, Richmond, VA 23219. For questions about interpretation or implementation of any guidance document, or to request a copy free of charge, please contact the Program Operations Coordinator at the above address or by calling (804) 225-2061 or (800) 552-3962. TTY users may call (804) 225-2042 or (800) 552-3962.

Guidance Documents:

Client Assistance Program, reprinted September 2000

Department for Rights of Virginians with Disabilities General Brochure, revised October 1999

Department for Rights of Virginians with Disabilities Policy 1.1, Services, effective November 1, 1997

Department for Rights of Virginians with Disabilities Policy 1.2, Service Access and Eligibility, effective April 1, 1999

Department for Rights of Virginians with Disabilities Policy 1.3, Service Requests, effective April 1, 1999

Department for Rights of Virginians with Disabilities Policy 1.5, Conditions of Representation, effective April 1, 1999

Department for Rights of Virginians with Disabilities Policy 1.6, Assignment of Legal Counsel, effective April 1, 1999

Department for Rights of Virginians with Disabilities Policy 1.7, Consumer Appeals, effective September 1, 1998

Department for Rights of Virginians with Disabilities Policy 1.8, Complaints Regarding DRVD Services, effective July 10, 1997

Department for Rights of Virginians with Disabilities Policy 1.9, Coordination with Other Agencies, Individuals and Organizations, effective April 1, 1999

Department for Rights of Virginians with Disabilities Policy 1.10, Use of Experts, effective April 1, 1998

Department for Rights of Virginians with Disabilities Policy 2.4, Mediation, effective May 18, 1998

Department for Rights of Virginians with Disabilities Policy 2.5, Conflicts of Interest, effective July 20, 1998

Department for Rights of Virginians with Disabilities Policy 2.9, Case Closure, effective November 1, 1997

Department for Rights of Virginians with Disabilities Strategic Plan for FY 2000—2004, effective July 1, 2000

Developmental Disabilities Program, revised October 31, 2000

Protection and Advocacy for Individuals with Mental Illness (PAIMI) Program, revised October 2000

DEPARTMENT OF SOCIAL SERVICES

To obtain copies or to arrange viewing of the following documents, contact the FOIA Coordinator at the offices of the Department of Social Services, Office of Communications, 730 East Broad Street, Richmond, VA 23219-1849, telephone (804) 692-1900 or FAX (804) 692-0319.

If there are costs for any of the listed documents, they are indicated below. Where documents are available free of charge, it is for a single copy of the document. There may be charges for multiple copies.

Copies of the following documents may be viewed during regular business hours, 8:30 a.m. until 5 p.m. on normal work days, at the above address. Some of the listed documents are available for viewing in Department of Social Services' regional and district offices located throughout the Commonwealth. Other documents may be viewed in local departments of social services serving every city and county in the state.

Questions concerning interpretation or implementation of these documents may be directed to Richard Martin, Regulatory Coordinator, Department of Social Services, Room 828, 730 East Broad Street, Richmond, VA 23219-

1849, telephone (804) 692-1825, FAX (804) 692-1814 or e-mail lrn2@dss.state.va.us.

You may obtain the most up to date information on the Department of Social Services' guidance documents on the department's Internet home page (<http://www.dss.state.va.us/>).

The Department of Social Services provides administrative support to the Office of Interdepartmental Regulation of Children's Residential Facilities and to the Family and Children's Trust Fund. You may contact the above persons concerning these agencies' guidance documents.

Guidance Documents:

Appeals and Fair Hearings

Virginia Department of Social Services Appeals and Fair Hearings Unit Administrative Disqualification Hearings; July 12, 1999, free

Virginia Department of Social Services Appeals and Fair Hearings Unit Benefits & Services Appeals; March 2, 1999, free

Virginia Department of Social Services Appeals and Fair Hearings Unit Child Protective Services Section; July 21, 2000, free

Virginia Department of Social Services Appeals and Fair Hearings Unit Child Support Enforcement Appeals; March 31, 1999, free

Benefit Programs

Aid to Families with Dependent Children-Foster Care (AFDC-FC) Policy Manual, July 2000, \$54.60

Volume IX, Energy Assistance Policy Manual, revised October 2000, 22 VAC 680-10 et seq., \$22.90

Energy Assistance Program Quick Reference Guide, revised October 2000, 22 VAC 680-10 et seq., \$3.10

Volume V, Food Stamp Certification Policy Manual, October 1999, § 63.1-25.2, \$81

Volume VI, Food Stamp Issuance Policy Manual, February 1996, § 63.1-25.2, \$36

Food Stamp Program Quick Reference Guide, October 1999, § 63.1-25.2, \$3.60

Volume XIII, Medicaid Policy Manual, October 2000, § 32.1-323 et seq., \$78.75

Volume II, Part V, State-Local Hospitalization Policy Manual, February 1995, § 32.1-343 et seq., \$52.10

Temporary Assistance For Needy Families (TANF) Policy Manual (VIEW included), October 2000, § 63.1-86.1, \$54.60

Welfare-to-Work (WTW) Guidelines and Procedures, Transmittal #1, July 1999, free

Child Support Enforcement

Division of Child Support Enforcement Program Manual, November 1, 2000, 22 VAC 40-880-10 et seq., initial CD-ROM at \$60 annually which includes updates each 90 days.

Communications

Procedures for responding to Freedom of Information Requests (DRAFT), revised October 1997, § 2.1-340, free

Children's Medical Insurance Security Plan, Covered Services, revised January 2000, § 32.1-351, free

Children's Medical Insurance Plan, Fact Sheet, revised January 2000, § 32.1-351, free

Children's Medical Insurance Plan, Background, revised January 2000, § 32.1-351, free

Children's Medical Insurance Plan, Frequently Asked Questions, revised January 2000, § 32.1-351, free

Community Programs and Resources

Neighborhood Assistance Program Donor Fact Sheet, revised July 2000, § 63.1-320 et seq., free

Neighborhood Assistance Program Project Fact Sheet, revised July 2000, § 63.1-320 et seq., free

Neighborhood Assistance Program Contribution Notification Forms, A, B, C, D, and E, revised July 2000, § 63.1-320 et seq., free

Virginia AmeriCorps Policy Supplement, revised September 2000, free

Finance and Administration

Final Allocations for Local Departments of Social Services - Fiscal Year Ending June 30, 2000, May 2000, § 63.1-33, free

Virginia Department of Social Services Information Security Policy, revised October 8, 1997, § 63.1-53, free

Virginia Department of Social Services Internet Guidelines, June 15, 1999, § 63.1-53, free

Virginia Department of Social Services Internet Privacy Policy, November 2000, Executive Order 51 (§ 2.10378), available at <http://www.dss.state.va.us/geninfo/privacy.html>, free

Licensing Programs

Adult Care Residence Direct Care Staff Training Curriculum, May 1996, 22 VAC 40-71-10 et seq., \$15

Adult Care Residence Direct Care Staff Training Study Guide, July 1997, 22 VAC 40-71-10 et seq., \$8.00

Adverse Enforcement: Goals, Principles, guidelines, and Office Procedures, October 28, 1999, \$4.00

Asbestos Information Packet for Child Day Centers and Asbestos Inspectors, revised September 1996, § 63.1-198.01, free

Citations for Barrier Crimes for Child Welfare Agencies, December 6, 2000, § 63.1-198.1, free

Comprehensive List of Barrier Crimes for Child Welfare Agencies, December 6, 2000, § 63.1-198.1, free

Curriculum Outline for Adult Care Residence Administrators, February 1997, 22 VAC 40-71-10 et seq., free

Guidance Documents

First Aid Curriculum Form for Minimum Standards for Licensed Child Day Centers, February 1999, 22 VAC 15-30-10 et seq., free

First Aid Curriculum Form for Minimum Standards for Licensed Family Day Homes, August 2000, 22 VAC 40-110-10 et seq., free

First Aid Curriculum Form for Standards and Regulations for Licensed Adult Care Residences, October 1996, 22 VAC 40-71-10 et seq., free

Implementation Procedures for Processing Allowable Variance Requests, revised July 1995, free

Information for Religiously Exempted Child Day Centers, revised September 1998, §§ 63.1-196.3 and 63.1-198.2, free

Manual for Child-placing Agencies, August 16, 1989, 22 VAC 40-130-10, free

Operations Implementation Memorandum No. 1 - Family Day Home Abbreviated Study, July 1995, free

Operations Implementation Memorandum No. 3 - Use of Modification When Family Day Homes Change Location, April 1996, free

Proof of Child Identity and Age, May 2000, § 63.1-196.002, free

Performance-based Licensing and Monitoring, July 10, 1999, free

Program Operations Guidance: Facility Closure, November 1997, free

Operations Implementation Memorandum #5 - Incomplete and New Application Information, free

Resource Guide for Medication Management for Persons Authorized Under The Drug Control Act, September 2000, 22 VAC 40-71-10 et seq., \$30

Standard Operating Procedures for Certification of Preschool Programs, July 1994, § 63.1-196.3:1, free

Standard Operating Procedures for Religious Exemption, September 1996, §§ 63.1-196.3 and 63.1-198.2, free

Technical Assistance Questions and Answers for Standards and Regulations for Licensed Adult Care Residences, May 1999, 22 VAC 40-71-10 et seq., free

Technical Assistance Questions and Answers for Minimum Standards for Licensed Family Day Homes, May 2000, 22 VAC 40-110-10 et seq., free

Technical Assistance Questions and Answers for Regulation for Criminal Record & Child Abuse/Neglect Registry Checks for Child Welfare Agencies, January 18, 2000, 22 VAC 40-190-10 et seq., free

Technical Assistance Questions and Answers for Minimum Standards for Licensed Child Day Centers, July 1999, 22 VAC 15-30-10 et seq., free

Voluntary Registration Monitoring Procedures, revised August 1997, § 63.1-196.04, free

Quality Assurance

Fraud Reduction and Elimination Effort (Fraud FREE) Policy Manual, April 1999, § 63.1-124 and 63.1-124.2, 22 VAC 40-325-10 et seq., free

Service Programs

Assessment in Adult Care Residences: A Manual for Assessors, revised February 1998, 22 VAC 40-745-10 et seq., free

Volume VII, Social Services Policy Manual, various, those sections of Title 63.1 pertaining to adult services, adult protective services, adoption, child day care, child protective services, domestic violence prevention services, interstate/intercountry placement of children, foster care, and family preservation/support services, \$104.70 plus actual shipping and handling

User's Manual: Virginia Uniform Assessment Instrument (UAI), revised April 1998, 22 VAC 40-745-10 et seq., free

User's Manual: Virginia Uniform Assessment Instrument (UAI) for Private Pay Residents of Adult Care Residences, revised April 1998, 22 VAC 40-71-170 et seq. and 22 VAC 40-745-10 et seq., free

Family and Children's Trust Fund

Small Grant Awards Policy Statement, revised November 1997, § 63.1-330, free

Interdepartmental Regulation of Children's Residential Facilities

Background Investigation Procedures for Employees, Volunteers, and Service Providers Affiliated with Children's Residential Facilities, April 1, 1999, § 63.1-248.7:2, and 37.1-183.3, free

Standards Manual for Interdepartmental Regulation of Children's Residential Facilities, July 1, 2000, 22 VAC 42-10-10 et seq., free

BOARD OF SOCIAL WORK

Copies of the following documents may be viewed during regular work days from 8:15 a.m. until 5 p.m. at the offices of the Department of Health Professions, 6606 W. Broad Street, 4th Floor, Richmond, VA 23230. Copies may also be requested by email at bsw@dhp.state.va.us. Questions regarding interpretation or implementation of these documents or requests for copies may be directed to Evelyn Brown, Executive Director of the board at the address above or by telephone at (804) 662-9914. Copies are free of charge.

Guidance Documents:

140-2, Newsletters

140-2.1, Interpretation of work settings exempted from licensure requirements by state law. Clarification of standards of practice pertaining to dual relationships, record keeping and competency areas, 1995

140-2.2, Summary of Virginia statutes regarding maintenance and release of client records, 2000

140-3, Assistant Attorney General Opinions

140-3.1, Interpretation of § 32.1-127.1:02 regarding the release of medical records, September 20, 1995

140-3.2, Interpretation of § 32.1-127.1:03 pertaining to release of health care records, April 7, 1997

140-4, Minutes of the Board

140-4.1, Authorization for the Executive Director to conduct a preliminary review of discipline cases and make a recommendation to the Chair of the Discipline Committee or his designee for appropriate disposition, February 26, 1999

SUPREME COURT OF VIRGINIA

Copies of the following documents may be viewed during regular work days from 8:15 a.m. until 4:45 p.m. in the Office of the Executive Secretary of the Supreme Court of Virginia, 100 North Ninth Street, 3rd Floor, Richmond, VA 23219. Copies may be obtained free of charge unless otherwise noted by contacting Donna Terry at the same address, telephone (804) 786-6455 or FAX (804) 786-4542.

Questions regarding interpretation or implementation of these documents may be directed to Robert N. Baldwin, Executive Secretary, Supreme Court of Virginia, 100 North Ninth Street, 3rd Floor, Richmond, VA 23219, telephone (804) 786-6455 or FAX (804) 786-4542.

Guidance Documents:

Guidelines on Release of Information to the News Media, revised July 1993, updated as required

Handbook for Grand Jurors, revised December 1997, updated as required

Handbook for Judges and Clerks in Virginia, \$15, revised July 2000, updated annually

The Judicial Council of Virginia Public Information Goals and Objectives, March 1994

A Handbook for Jurors, revised October 1996, updated as required

Jury Service: Cornerstone of Justice (videotape), \$10.00, 1987

A Statement of Principles and Recommended Judicial Practices to Assure Fair Treatment of Crime Victims and Witnesses, revised March 1987

Virginia Court in Brief, revised December 1997, updated as required

Supreme Court of Virginia Information Pamphlet, revised February 1997, updated as required

Virginia Court of Appeals Information Pamphlet, revised April 1995, updated as required

Virginia Circuit Court Information Pamphlet, revised January 1997, updated as required

Virginia General District Court Information Pamphlet, August 1994, updated as required

Virginia Juvenile & Domestic Relations District Court Information Pamphlet, revised December 1996, updated as required

Virginia Magistrate Information Pamphlet, revised June 1995, updated as required

Committee on District Courts: Review of Methodology for Determining the Need for New Judgeships in the District Courts

Hearing Officer System Rules of Administration, revised July 1995

Virginia District Court Manual, \$130 for two volumes, 30.12 updates, revised July 1999, updated annually

Circuit Court Clerk's Duties List, \$10, revised July 2000, updated annually

Circuit Court Clerk's Manual – Criminal, \$65 for complete set, \$25 for updates, revised July 1997, updated annually

Circuit Court Clerk's Manual – Civil, \$65 for complete set, \$25 for updates only, revised July 1997, updated annually

Virginia Magistrate's Manual, \$65 for complete set, \$25 for updates only, revised July 1997, updated annually

General District Judges Benchbook, \$10, July 1999, updated annually

District Court Accounting Manual, \$130 complete w/binders, tabs, \$30.12 for update only, revised July 1997, updated as required

Court Appointed Attorney Manual

Purchasing Manual, revised October 2000, updated annually

Payroll Manual, revised December 1997, updated as required

Criminal Fund Guidelines – Chart of Allowances, revised July 1997, updated as required

Involuntary Mental Commitment Guidelines, revised July 1997, updated as required

Travel Regulations, revised July 1997, published annually

General Accounting Processing Guidelines, revised July 1997, updated as required

Judicial Inquiry & Review Commission Pamphlet, revised April 1997, updated as required

Virginia Sentencing Guidelines Manual, \$57.50, revised when guidelines change

DEPARTMENT OF TAXATION

Copies of the following documents may be viewed during regular work days from 8:30 a.m. until 4:30 p.m. in the office of the Department of Taxation, 2220 West Broad Street, Richmond, VA 23220. Copies may be obtained free of charge by contacting Carolyn Johnson, Department of Taxation, Office of Fiscal Research, P.O. Box 1880, Richmond, VA

Guidance Documents

23218-1880, telephone (804) 367- 8391 or FAX (804) 367-6020.

Questions regarding interpretation or implementation of these documents may be directed to Carolyn Johnson, Department of Taxation, Office of Fiscal Research, P.O. Box 1880, Richmond, VA 23218-1880, telephone (804) 367- 8391 or FAX (804) 367-6020.

Guidance Documents:

Estimates of: 1) Wine Tax, 2) Alcoholic Beverage Profits, 3) State Sales and Use Tax, 4) Local Option 1% Sales and Use Tax, 5) Recordation and Grantor's Tax to be distributed to localities, annually, § 15.1-159.9

Virginia Local Tax Rates Bulletin*, annually, § 58.1-210

The Virginia Assessment Sales Ratio Study*, annually, § 58.1-207

Taxable Sales In Virginia Counties and Cities Based On Retail Sales Tax Revenue*, annually

Virginia Department of Taxation Annual Report*, annually

* The most recent issue of this document is no longer available in hard copy. It may be downloaded from the department's website (www.tax.va.us/publications.htm).

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Copies of the following document may be viewed during regular work days from 8:30 a.m. until 4:30 p.m. in the office of the Department of Taxation, 3600 West Broad Street, Richmond, VA 23230. Copies may be obtained free of charge by contacting the Registration Unit at the Department of Taxation, Office of Customer Service, P.O. Box 1114, Richmond, VA 23218-1114, telephone (804) 786-3195 or FAX (804) 786-2642.

Questions regarding interpretation or implementation of this document may be directed to Dot Todd, EFT Coordinator, Department of Taxation, Office of Customer Service, P.O. Box 1115, Richmond, VA 23218-1115, telephone (804) 786-3130 or 786-3132 or FAX (804) 786-2642.

Guidance Document:

Electronic Funds Transfer Program Implementation Guide, revised January 2000

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Copies of the following documents may be viewed during regular workdays from 8:30 a.m. until 4:30 p.m. in the office of the Department of Taxation, 3600 West Broad Street, Richmond, VA 23230. Copies may be obtained free of charge by contacting Denise Johnson at the Department of Taxation, Office of Customer Service, P.O. Box 27423, Richmond, VA 23261-7423, telephone (804) 367-6100 or FAX (804) 786-2645.

Questions regarding interpretation or implementation of these documents may be directed to Denise Johnson, ELF Coordinator, Department of Taxation, Office of Customer Service, P.O. Box 1115, Richmond, VA 23218-1115, telephone (804) 367-6100 or FAX (804) 786-2645.

Guidance Document:

Handbook for Electronic Filers of Individual Income Tax Returns, Publication VA-1345, annually

Electronic Filing Information for Software Developers, Publication VA-1346, annually

Test Package for Electronic Filing of Individual Income Tax Returns, Publication VA-1436, annually.

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Copies of tax forms may be viewed during regular work days from 8:30 a.m. until 4:30 p.m. in the office of the Department of Taxation, 3600 West Broad Street, Richmond, VA 23230. These forms are used to implement the return filing requirements for the taxes administered by the Virginia Department of Taxation. Primarily, these return filing requirements are found in Title 58.1 of the Code of Virginia. The Virginia Department of Taxation is also required to collect certain agricultural commodity taxes found under Title 3.1 of the Code of Virginia. Copies may be obtained by contacting the Forms Request Unit at the Department of Taxation, P.O. Box 1317, Richmond, VA 23218-1317, telephone (804) 236-2760 or (804) 236-2761.

Questions regarding interpretation or implementation of these forms may be directed to Department of Taxation, Office of Customer Services, P.O. Box 1115, Richmond, VA 23218-1115, telephone (804) 367-8031, (804) 367-8036, (804) 367-8037, or (804) 786-0884 or FAX (804) 786-2670.

Guidance Documents:

Form R-1, Combined Registration Application Form, revised October 1999

Form R-3, Registration Change Request, revised January 1999

Form R-1, Instructions for Completing Combined Registrations, revised September 1999

Form R-5, Nonresident Real Property Owner Registration, revised July 2000

Form R-5E, Nonresident Real Property Owner Exemption Certificate, revised July 2000

Form R-5P, Nonresident Real Property Owner Shareholder/Partner Schedule, revised April 1992

Form ST-9, Dealer's Retail Sales and Use Tax Return, revised December 1999

Form ST-9A, Dealer's Worksheet for Computing State and Local Retail Sales and Use Tax, revised December 1999

Form ST-9B, Schedule of Local Sales and Use Taxes, revised December 1999

Instructions for Form ST-9B, revised June 2000

Form ST-6, Direct Pay Permit Sales and Use Tax Return, revised March 1999

Form ST-6A, Direct Pay Permit Sales and Use Tax Return Worksheet, revised June 1999

Form ST-6B, Schedule of Local Taxes, revised May 1999

- Form ST-7, Consumer's Use Tax Return, revised January 2000
- Form ST-7A, Business Consumer's Use Tax Return Worksheet, revised January 2000
- Form ST-8, Out-of-State Dealer's Use Tax Return, revised April 2000
- Form ST-8A, Out-of-State Dealer's Work Sheet for Computing Use Tax, revised April 2000
- Revised Virginia Sales Tax Table, revised January 1987
- 4% Virginia Sales Tax Table, January 2000
- Form ST-10, Sales and Use Tax Certificate of Exemption - for use by VA dealer who purchases tangible property for Resale, revised October 1999
- Form ST-10A, Printed Materials Exemption, June 1995
- Form ST-11, Sales and Use Tax Certificate of Exemption - Manufacturing, revised June 1995
- Form ST-11A, Sales and Use Tax Certificate of Exemption - Construction, Non-manufacturing, revised June 1999
- Form ST-12, Sales and Use Tax Certificate of Exemption - for use by the Commonwealth of VA, November 1999
- Form ST-13, Sales and Use Tax Certificate of Exemption - for use by non-profit organizations, revised June 1999
- Form ST-13A, Sales and Use Tax Certificate of Exemption - for use by nonprofit Churches, revised June 1995
- Form ST-14, Sales and Use Tax Certificate of Exemption - for use exclusively by out of state dealers who purchase tangible personal property in VA for immediate transport out of VA for resale outside of VA, revised March 1999
- Form ST-14A, Sales and Use Tax Certificate of Exemption - for use exclusively by out of state dealers who purchase tangible personal property in VA for immediate transport out of VA for resale outside of VA, revised January 1999
- Form ST-15, Sales and Use Tax Certificate of Exemption - Individuals purchasing heating oil, revised September 1981
- Form ST-16, Sales and Use Tax Certificate of Exemption - for use by watermen, revised February 2000
- Form ST-17, Sales and Use Tax Certificate of Exemption - for use by harvesters of forest products, revised July 1999
- Form ST-18, Sales and Use Tax Certificate of Exemption - for use by a farmer for purchase of tangible personal property for use in producing agricultural products for market, revised January 1999
- Form ST-19, Sales and Use Tax Certificate of Exemption - for use by shipping lines engaged in interstate or foreign commerce, revised December 2000
- Form ST-20, Sales and Use Tax Certificate of Exemption - for use by certain public service corporations, commercial radio and television companies, revised June 1999
- Form ST-20A, Sales and Use Tax Certificate of Exemption - for use by production companies, revised July 1995
- Form TT-12, Tobacco Stamps Credit, June 1992
- Form TT-13, Monthly Report of Cigarette Sales, July 2000
- Form TT-14, Monthly Report of NR Tobacco, July 2000
- Form 200, Litter Tax Return, revised August 1998
- Litter Tax Worksheet/Instructions, revised December 1998
- Form 301, Enterprise Zone Credit - Individual, annually
- Form 301, Enterprise Zone Credit - Corporation, annually
- Form 301, Enterprise Zone Credit - State Bank Franchise Tax, annually
- Form 304, Major Business Facility Job Tax Credit, annually
- Form PAR 101, Power of Attorney and Release, revised December 1998
- Form 305, Clean Fuel Vehicles Job Creation Tax Credit, annually
- Form 306, Coalfield Employment Enhancement Tax Credit, annually
- Form 500-NOLD, Corporation Application for Refund, annually
- Form 500-V, Corporation Income Tax Payment Voucher, revised September 1998
- Form 500 E, Corporation Income Tax Extension Payment Voucher and Tentative Tax Return, revised September 1998
- Form 500ES Forms and Instructions for 2000 Declaration of Estimated Income Tax, annually
- Form 500-X, Amended Corporation Income Tax Return, annually
- Form 500, Corporation Income Tax Return, annually
- Form 500S, Small Business Corporation Return of Income, annually
- Form 500/500S Instructions, annually
- Form 500CR, Credit Computation Schedule for Form 500, annually
- Schedule A (Form 500), Multistate Corporation Tax Return, annually
- Form 500C, Underpayment of VA Estimated Tax by Corporations, annually
- Form 500T, Telecommunications Company's Minimum Tax and Credit Schedule, annually
- Form 559A, Transmittal Form For Estimated Income Tax, 1997
- Form 559C, Recapitulation Sheet, 1997
- Form 559S, Report Collections of Estimated State Income Tax, 1998
- Form 559, Memorandum of Assessment of Estimated State Income Tax, revised August 1988

Guidance Documents

Form 760, Individual Income Tax Return, annually

Form 760 Instructions, annually

Form CU-7, Consumer's Use Tax Return for Individuals, annually

Form 760ES, Estimated Income Tax Payment Vouchers for Individuals, Estates, and Trusts, annually

Form 763, Special Nonresident Claim for Individual Income Tax Withheld, annually

Form 763 Instructions, annually

Form 763S Instructions, annually

Form 760 PY, Individual Income Tax Return for Part-Year, annually

Form 763PY Instructions, annually

Form 762, Return of Tangible Personal Property, Machinery and Tools, and Merchants' Capital, annually

Form 760E, Tentative Tax Return and Application for Extension of Time to File Individual or Fiduciary Income Tax Returns, annually

Schedule CR, Schedule of Credits for use with Forms 760, 760PY and 763, annually

Form 770, Virginia Fiduciary Income Tax Return, annually

Form 770, Virginia Fiduciary Income Tax Instructions, annually

Form 760C, Computations Relating to the Underpayment of Estimated Income Tax By Individuals, annually

Form 760CH, Income Tax Correction Form for Individuals, Estates and Trusts, revised May 1988

Form 760F, Underpayment of Estimated Tax by Farmers and Fisherman, annually

Form 760VI, Resident Income Tax Return for the Visually Impaired, annually

Form CX-1, Cotton Assessment, revised May 1999

Form VA-4, Personal Exemption Worksheet, revised June 1999

Form VA-5, Employer's Return of Income Tax Withheld, revised June 1997

Form VA-6, Employer's Annual or Final summary of Income Tax Withheld, revised November 1998

Form VA-6A, Employer's Copy of Annual or Final Summary of Income Tax Withheld, revised November 1998

Form VA-15, Employer's Voucher for Payment of Virginia Income Tax Withheld, revised July 1997

Form VA-16, Employer's Payment Quarterly Reconciliation and Return of Income Tax Withheld, revised May 1998

Form VM-1, Dealer's Application for Certificate of Registration for Sales Through Vending Machines, revised October 1996

Form VM-2, Vending Machine Dealer's Sales Tax Return, revised November 1998

Form VM-2A, Dealer's Worksheet for Computing Tax on Sales Through Vending Machines, revised September 1997

Form VM-2B, Schedule of Local Vending Machine Sales Tax, revised March 1998

Form VM-3, Certificate of Registration for Sales Through Vending Machines, revised March 1995

Form WCT-1, Watercraft Sales and Use Tax Dealer's Application for Registration, revised January 1999

Form WCT-2, Watercraft Sales and Use Tax Return, revised September 1997

Form WCT-2A, Dealer's Worksheet for Computing Watercraft Sales and/or Use Tax, revised September 1997

Form WCT-3A, Individual Watercraft Tax Worksheet, revised September 1997

WCT-Refund, Consumer's Application for Refund

Form FT-100, Motor Vehicle Fuel Sales Tax Dealer's Application for Certificate of Registration, revised March 1998

Form FT-101, Dealer's Worksheet for Computing Only the Vehicle Fuel Sales Tax, revised October 1997

Form FT-102, Motor Fuel Sales Tax Return, revised February 2000

Form FT102-A, Schedule of Motor Vehicle Fuel Sales Tax, revised May 1990

Form FT-102B, Schedule of Retailer Purchases for Resale, revised July 1990

FT-106, Motor Vehicle Fuel Sales Tax Bracket System, revised June 1990

Form FT-200, Certificate of Exemption for use by persons who purchase fuel in the cities of Alexandria, Manassas, Manassas Park, Fredericksburg, Fairfax or Falls Church or the counties of Arlington, Prince William, Stafford or Fairfax exclusive of the special fuels tax under a supplier's license issued by DMV, revised February 1996

Form 1034, Forest Products Tax Return, revised September 1998

Instructions for Preparing Forest Products Tax Return, revised September 1998

Form 1035, Forest Products Tax Return Small Manufacturers and Certain Small Severers, revised January 1999

Form 404, Soft Drink Excise Tax Return, revised July 1999

Form CO-1, Corn Tax Return, revised July 1997

Form PN-1, Peanut Excise Tax Return, revised January 1999

Form PT-1, Probate Tax Return, revised August 1999

Form EST-80, Estate Tax Return, revised October 2000

Form SG-1, Small Grains Assessment, revised May 1996

Form SH-1, Sheep Assessment, revised April 1995

Form T-1, Tire Tax Return, revised November 1996

Form T-1A, Dealer's Worksheet for Computing Tire Tax, revised October 2000

Form ST-M, Dealer's Filing Multiple Returns, April 1989

Form AST-1, Application for Exclusion Under the Virginia Aircraft Sales and Use Tax Act, revised September 1998

Form AST-2, Dealer's Aircraft Sales and Use Tax Return, revised January 1998

Form AST-3, Aircraft Sales and Use Tax Return, revised September 1995

Form OIC-Business, Offer in Compromise, revised May 1998

Form OIC-Individual, Offer in Compromise, revised May 1998

Form CS-21, Collection Information Statement for Businesses, revised December 1997

Financial Information for Individuals, revised May 1998

Form CS-7, Collections - Lien Insert, revised March 1999

Form ML-1, Memorandum of Lien, revised February 1994

Form RML-1, Release of Memorandum of Lien, revised February 1994

Form FS-2, Notice to Appear in Lieu of Summons, revised May 1994

Form PL-1, Final Demand for Payment and Notice of Intent to Padlock, revised June 1995

Form PL-2, Order to Padlock and Notice of Distraint, revised June 1995

Form PL-3, Final Demand for Payment, Notice of Intent to Padlock and Revocation of Certification of Registration, revised January 1995

Form EG-1, Egg Tax Return, revised March 1996

Form EG-2, Worksheet for VA Egg Board and Conversion Calculations for Egg Products, revised April 1999

Form PF-1, Public Facilities Sales Tax Return, revised March 1995

Form PF-1A, Dealer's Worksheet for Computing Public Facility Sales Tax, revised March 1995

Form DT-36, Waiver of Time Limitation on the Assessment of Taxes, revised March 1995

Virginia Taxpayer Bill of Rights, revised May 2000

Form 307, Credit for Employers of Individuals with Disabilities, December 1999

Form QBA, Qualified Business Application for the Qualified Equity and Subordinated Debt Investments Tax Credit, revised June 2000

Form WRC, Worker Retraining Credit, revised July 2000

Form EDC, Taxpayer Application for the Qualified Equity and Subordinated Debt Investments Tax Credit, revised July 2000

Form DEC, Certification of Rehabilitative Services for the Virginia Credit for Employers of Individuals with Disabilities, revised July 2000

Form HAC, Taxpayer Application for the Home Accessibility Features for the Disabled Tax Credit, July 2000

Virginia Individual Income Tax Telefile Instruction Booklet, annual

Virginia Bank Franchise Packet, annual
* * *

Copies of the following documents may be viewed during regular work days from 8:30 a.m. until 4:30 p.m. in the office of the Department of Taxation, 3600 West Broad Street, Richmond, VA 23230. Copies may be obtained for a per page copy fee of \$0.10 per page by contacting David Jordan at the Department of Taxation, Office of Compliance, P.O. Box 5771, Richmond, VA 23220-0771, telephone (804) 786-2081 or FAX (804) 786-2087.

Questions regarding interpretation or implementation of these documents may be directed to David Jordan, Executive Assistant, Department of Taxation, Office of Compliance, P.O. Box 5771, Richmond, VA 23220-0771, telephone (804) 786-2081 or FAX (804) 786-2087.

Guidance Documents:

Collections Manual, Virginia Department of Taxation, August 1996 (Rev 96.1), 55 pages

Commonwealth of Virginia, Department of Taxation, Office of Compliance, Procedures for Safeguarding Federal Tax Information, July 1981, revised September 2000, 16 pages
* * *

Copies of the following documents may be viewed during regular work days from 8:30 a.m. until 4:30 p.m. in the office of the Department of Taxation, 3600 West Broad Street, Richmond, VA 23230. Copies may be obtained for a per page copy fee of \$0.10 per page by contacting Richard Dotson at the Department of Taxation, Office of Compliance, P.O. Box 5771, Richmond, VA 23220-0771, telephone (804) 786-2081 or FAX (804) 786-2087.

Questions regarding interpretation or implementation of these documents may be directed to Richard Dotson, Executive Assistant, Department of Taxation, Office of Compliance, P.O. Box 5771, Richmond, VA 23220-0771, telephone (804) 786-2081 or FAX (804) 786-2087.

Guidance Documents:

Office of Compliance, Sales and Use Tax Audit Training Manuals, revised November 1998, Vols. 1-4, 2,000 pages
* * *

Copies of the following documents may be viewed during regular work days from 8:30 a.m. until 4:30 p.m. in the office of the Department of Taxation, 3600 West Broad Street, Richmond, VA 23230. Copies may be obtained for a per page

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copy fee of \$0.10 per page by contacting Mickey Toombs at the Department of Taxation, Office of Compliance, P.O. Box 5771, Richmond, VA 23220-0771, telephone (804) 786-2157 or FAX (804) 786-2087.

Questions regarding interpretation or implementation of these documents may be directed to Mickey Toombs, Supervisor, Compliance Support Unit, at the Department of Taxation, Office of Compliance, P.O. Box 5771, Richmond, VA 23220-0771, telephone (804) 786-2157 or FAX (804) 786-2087.

Guidance Documents:

Office of Compliance, Field Representative Manual, 1978 (revised 1990), 1,500 pages

Office of Compliance, Padlocking Procedures Manual, April 1990 (revised 1993), 200 pages

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Copies of the following documents may be viewed during regular work days from 8:30 a.m. until 4:30 p.m. in the office of the Department of Taxation, 2220 West Broad Street, Richmond, VA 23220. These documents provide the department's interpretation of Title 58.1 of the Code of Virginia. Copies may be obtained free of charge by contacting Carol Donaldson at the Department of Taxation, Office of Tax Policy, P.O. Box 1880, Richmond, VA 23218-1880, telephone (804) 367-8010 or FAX (804) 367-0045.

Questions regarding interpretation or implementation of these documents may be directed to Carol Donaldson, Department of Taxation, Office of Tax Policy, P.O. Box 1880, Richmond, VA 23218-1880, telephone (804) 367-8010 or FAX (804) 367-0045.

Guidance Documents:

Agreements, Coordination of Tax Administration Between the Virginia Tax Department and the IRS, May 10, 1977

Agreements, Implementation of Agreement on Coordination of Tax Administration Between Virginia Department of Taxation and Richmond District Internal Revenue Service, September 15, 1986

Agreements, Reciprocal Income Tax Agreement Between State of West Virginia and Commonwealth of Virginia, October 20, 1988

Agreements, Reciprocal Personal Income Tax Agreement Between Commonwealth of Pennsylvania and Commonwealth of Virginia, no date

Agreements, Withholding Instructions, Memorandum to Forms Committee Leader Planning and Management Services Division from Director Tax Policy Division, November 2, 1988

Aircraft, Sales and Use Tax, Memorandum to Supervisor Taxpayer Assistance Section from Director of Tax Policy, July 24, 1985

Aircraft, Application of the Aircraft Sales Tax to Aircraft Sold at Washington National Airport, Memorandum to Supervisor Taxpayer Assistance Section from Director of Tax Policy, October 19, 1987

Corporate Tax, Abatement of 100% Penalty Assessed Under Section 58-44.1; Abatement of Corporate or Partnership Liability, Memorandum to Director Field Services Division from Director of Tax Policy, August 22, 1983

Corporate Tax, Investment in Euro Dollars, Foreign Source Income Subtraction, Memorandum to Supervisor Technical Services Section, Office Services Division from Director Tax Policy Division, November 28, 1984

Corporate Tax, Sales Factor and Form 4797 Proceeds, Memorandum to Supervisor Technical Services Section, Office Services Division from Director of Tax Policy, March 31, 1987

Corporate Tax, Financial Corporation Apportionment Factor, Memorandum to Interstate Audit Supervisor from Director Tax Policy Division, March 17, 1988

Corporate Tax, Short Period Corporate Income Tax Returns, Memorandum to Supervisor Technical Services Section from Director Tax Policy Division, July 31, 1990

Corporate Tax, Application of Penalty to Corporate and Individual Income Tax Audits, Memorandum to Director Field Services Division and Director Office Services Division from Director Tax Policy Division, October 26, 1990

Corporate Tax, ACRS Carryovers and Refunds: Statute of Limitations, Policy Recommendation from Assistant Commissioner Tax Policy, July 27, 1993

Corporate Tax, Enterprise Zones, Memorandum to Office of Tax Policy and Office of Fiscal Research, from Tax Policy Analyst, November 30, 1995

Corporate Tax, Revised Virginia Energy Plan, Memorandum from Tax Commissioner to Department of Mines, Minerals and Energy, September 11, 1998

Individual Tax, Interest on Estimated Individual Income Tax Underpayments, Memorandum to Supervisor Technical Services Section Office Services Division from Director Tax Policy Division, October 14, 1982

Individual Tax, Set-Off Debt Collection Program, Amending Filing Status 4 Returns, Memorandum to Supervisor Technical Services Section Office Services Division from Director Tax Policy Division, April 25, 1982

Individual Tax, Public Law 98-259- Forgiveness of Federal Income Tax for U. S. Military and Civilian Employees Killed in Terrorist Action, Memorandum to Supervisor Technical Services Section Office Services Division from Director Tax Policy Division, December 28, 1984

Individual Tax, Taxability of Title VII Benefits (Conrail Benefits and Termination Allowances), Memorandum to Supervisor Technical Services Section from Director Tax Policy Division, April 22, 1985

Individual Tax, Form 760C (Individual Underpayments of Estimated Tax), Memorandum to Supervisor Technical Services Section Office Services Division, November 24, 1986

Individual Tax, Names to Appear on Assessments, Memorandum to Information Services Division from Director Tax Policy Division, December 22, 1986

Individual Tax, Personal Exemptions/Dependent Children, Memorandum to Supervisor Technical Services Section Office Services Division, August 20, 1987

Individual Tax, Head of Household Filing Status, Memorandum to Supervisor Error Resolution Unit from Director Tax Policy Division, June 24, 1988

Individual Tax, State and Federal Tax Incentives for Child Care, Presentation to the HJR 27 Study Committee On Child And Day Care, December 13, 1989

Individual Tax, Filing Extensions, Application of Penalty and Interest, June 29, 1988

Individual Tax, Non-Resident income from the Rental or Sale of Virginia Real Estate, Important Notice from The Virginia Department of Taxation, August 6, 1990

Individual Tax, Application of Penalty to Corporate and Individual Income Tax Audits, Memorandum to Director Field Service Division and Director Office Services Division from Director Tax Policy, October 26, 1990

Individual Tax, Computation of Income Tax Penalty and Interest, Memorandum to Supervisor Technical Services Section Office Services Division, from Director Tax Policy Division, November 29, 1990

Individual Tax, Virginia Taxes and Lottery Winnings, January 1991

Individual Tax, Policy Recommendations: HB 1830 Increase in Late Filing/Payment Penalties, Memorandum to Director Information Systems Division from Director Tax Policy Division, May 1, 1991

Individual Tax, HB 1830: Application of Penalties to Pre-1990 income Tax Returns, Memorandum to Director Information Systems Division from Director Tax Policy Division, May 24, 1991

Individual Tax, Reciprocity Status of Michigan for individual Income Tax Purposes, Memorandum to Tax Commissioner from Acting Assistant Tax Commissioner Office of Tax Policy, August 7, 1992

Individual Tax, Execution of Extensions, Policy Recommendation from Tax Policy Division, February 17, 1993

Individual Tax, Memorandum regarding Home Accessibility Features for the Disabled Tax Credit (*Code of Virginia* Section 58.1-339.7 to James Ingraham, Capped Credit Unit, Office of Customer Services from Howard T. Macrae, Jr., Assistant Tax Commissioner, Office of Tax Policy, September 29, 2000

Probate Tax, Clerks of Court, Memorandum to Supervisor Technical Services Section, Office Services Division from Director Tax Policy Division, May 24, 1989

Sales and Use Tax, Boat Slip Rentals, Memorandum to Supervisor Norfolk District Office from Supervisor Tax Policy, August 1, 1977

Sales and Use Tax, Definition of Clinic, Memorandum to Director of Field Services from Director of Tax Policy, December 10, 1980

Sales and Use Tax, Filing Data Extensions, Memorandum to Director of Office Services from Supervisor of Technical Services Section, Office Services Division, August 6, 1982

Sales and Use Tax, Dealer's Discount, Memorandum to Supervisor Technical Services Section, Office Services Division from Director of Tax Policy, December 10, 1980, September 8, 1982

Sales and Use Tax, Extensions, Memorandum to Supervisor Technical Services Section, Office Services Division from Director of Tax Policy, December 10, 1980, September 8, 1982

Sales and Use Tax, Interest Charged on Filing Extensions, Memorandum to Supervisor Technical Services Section, Office Services Division from Director of Tax Policy, December 10, 1980, November 15, 1982

Sales and Use Tax, Audit Limitations, House Bill 846 (1983, Chapter 104), Memorandum to Supervisor Technical Services Section, Office Services Division from Director of Tax Policy, December 10, 1980, June 9, 1983

Sales and Use Tax, Computation of Additional Penalty When Minimum Penalty Assessed, Memorandum to Systems Development Project Team from Director of Tax Policy, July 28, 1983

Sales and Use Tax, Allocation of Local Sales and Use Tax Where Business Property is Located in More Than One Locality, Memorandum to Supervisor of Taxpayer Assistance from Director of Tax Policy, January 9, 1984

Sales and Use Tax, Inventory of Alcoholic Beverages In State-Owned Warehouse, Memorandum to Manager Department of Information Technology from Director of Tax Policy, March 26, 1985

Sales and Use Tax, Assessment of Penalty and Interest: Miscellaneous Taxes, Memorandum to Manager System Development Project Team from Director of Tax Policy, December 21, 1984

Sales and Use Tax, Disallowance of Sales Tax Dealer's Discount When Tax Not Paid in Full, Memorandum to Supervisor Taxpayer Assistance Section from Director Tax Policy, April 1, 1985

Sales and Use Tax, Request for Determination of Policy/Sales and Use Tax Registration of Persons Making Nontaxable Sales, Memorandum to Supervisor of Taxpayer Assistance Section from Director of Tax Policy, April 1, 1985

Sales and Use Tax, Status of Conrail Under the Sales and Use Tax, Memorandum to Supervisor Technical Service Section from Director of Tax Policy, June 6, 1985

Sales and Use Tax, "Customized" Mailing List, Memorandum to Supervisor Technical Service Section from Director of Tax Policy November 25, 1985

Sales and Use Tax, Policy Request/Sales and Use Tax Preponderance of Use, Memorandum to Supervisor Technical

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Service Section from Director of Tax Policy, December 9, 1985

Sales and Use Tax, Jeopardy Assessments, Directive 86-2, March 25, 1986

Sales and Use Tax, Keeper of The Records, Memorandum to Director Processing Services Division from Director Tax Policy, May 14, 1986

Sales and Use Tax, Sales Tax Refunds to Businesses Located in Urban Enterprise Zones, Memorandum to Supervisor Technical Service Section from Director of Tax Policy, June 24, 1986

Sales and Use Tax, Differential Interest Rates, Memorandum to Tax Commissioner from Director of Tax Policy, December 3, 1986

Sales and Use Tax, Computation of Interest, Memorandum to Information Services Division from Director of Tax Policy, December 22, 1986

Sales and Use Tax, Converted Assessments, Memorandum to Supervisor Collection Section Office Services Division from Director of Tax Policy, December 24, 1986

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Copies of the following documents may be viewed during regular work days from 8:30 a.m. until 4:30 p.m. in the office of the Department of Taxation, 2220 West Broad Street, Richmond, VA 23220. These documents provide the department's interpretation of Title 58.1 of the Code of Virginia. Copies may be obtained free of charge by contacting Carol Donaldson at the Department of Taxation, Office of Tax Policy, P.O. Box 1880, Richmond, VA 23218-1880, telephone (804) 367-8010 or FAX (804) 367-0045.

Questions regarding interpretation or implementation of these documents may be directed to Carol Donaldson, Department of Taxation, Office of Tax Policy, P.O. Box 1880, Richmond, VA 23218-1880, telephone (804) 367-8010 or FAX (804) 367-0045.

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Virginia Tax Bulletin No. 99 - 9, Sales and Use Tax on Registration for Nonprofit Organizations, June 18, 1999

Virginia Tax Bulletin No. 99 - 10, Interest Rates, Fourth Quarter, September 27, 1999

Virginia Tax Bulletin No. 99 - 11, Retail Sales and Use Tax, Food Tax Reduction Program, October 1, 1999

Virginia Tax Bulletin No. 00 - 1, Interest Rates, Second Quarter, March 28, 2000

Virginia Tax Bulletin No. 00 - 2, Tobacco Settlement, June 16, 2000

Virginia Tax Bulletin No. 00 - 3, Modular Housing, June 20, 2000

Virginia Tax Bulletin No. 00 - 4, Interest Rates, Third Quarter, June 29, 2000

Virginia Tax Bulletin No. 00 - 5, Qualified Equity and Subordinated Debt Investment Tax Credit, July 31, 2000

Virginia Tax Bulletin No. 00 - 6, Interest Rates, Third Quarter, September 26, 2000

Virginia Tax Bulletin No. 00 - 7, Interest Rates, First Quarter, TBA

Copies of the following documents may be viewed during regular work days from 8:30 a.m. until 4:30 p.m. in the office of the Department of Taxation, 2220 West Broad Street, Richmond, VA 23220. Copies may be obtained free of charge by contacting Sharon Morton at the Department of Taxation, Office of Tax Policy, P.O. Box 1880, Richmond, VA 23218-1880, telephone (804) 367-8011 or FAX (804) 367-0045.

Questions regarding interpretation or implementation of these documents may be directed to Joseph E. Mayer, Tax Policy Analyst, Department of Taxation, Office of Tax Policy, P.O. Box 1880, Richmond, VA 23218-1880, telephone (804) 367-0010 or FAX (804) 367-0045.

Guidance Documents:

Guidelines for Business, Professional and Occupational License Tax, January 1, 2000, § 58.1-3700

Guidelines for Appealing Local Business Taxes, November 9, 1999, § 58.1-3983.1

Request for BPOL Advisory Opinion form, August 30, 1999, § 58.1-3701

In addition to regulations, the Department of Taxation is required under § 58.1-204 of the Code of Virginia to publish (i) orders of the Tax Commissioner under § 58.1-1822 and 58.1-1824; (ii) final orders entered by a circuit court under § 58.1-1826 or § 58.1-1827, and any written opinion or memorandum of the court; and (iii) any written ruling or other interpretation of Virginia law which the Tax Commissioner believes may be of interest to taxpayers and practitioners. These documents interpret (Title 58.1 Code of Virginia), regulations (Title 23 of the Virginia Administrative Code), and guidelines (Guidelines For Business, Professional and Occupational License Tax Imposed by City, County and Town Ordinances) as they apply to taxpayers.

Since 1995, the department has published numerous BPOL Opinions and Final State Determinations and adds additional documents to this list each month. These documents are compiled at regular intervals, not exceeding three months, and are available for inspection and copying at the department, and distributed to such national and state services as the Tax Commissioner deems necessary to inform taxpayers and practitioners.

Copies of the following documents may be viewed during regular work days from 8:30 a.m. until 4:30 p.m. in the office of the Department of Taxation, 2220 West Broad Street, Richmond, VA 23220. Copies may be obtained free of charge by contacting Carol Donaldson at the Department of Taxation, Office of Tax Policy, P.O. Box 1880, Richmond, VA 23218-1880, telephone (804) 367-8010 or FAX (804) 367-0045.

Questions regarding interpretation or implementation of these documents may be directed to Carol Donaldson, Department of Taxation, Office of Tax Policy, P.O. Box 1880, Richmond, VA 23218-1880, telephone (804) 367-8010 or FAX (804) 367-0045.

Guidance Documents:

In addition to regulations, the Department of Taxation is required under § 58.1-204 of the Code of Virginia to publish (i) orders of the Tax Commissioner under §§ 58.1-1822 and 58.1-1824, (ii) final orders entered by a circuit court under § 58.1-1826 or § 58.1-1827, and any written opinion or memorandum of the court; and (iii) any written ruling or other interpretation of Virginia law which the Tax Commissioner believes may be of interest to taxpayers and practitioners. These Public Documents interpret both law (Title 58.1 of the Code of Virginia) and regulations (Title 23 of the Virginia Administrative Code) as they apply to taxpayers.

Since 1984, the department has published over 4,300 Public Documents and adds an additional 40 to 50 documents to this list each month. These documents are compiled at regular intervals, not exceeding three months, and are available for inspection and copying at the department, and distributed to such national and state tax services as the Tax Commissioner deems necessary to inform taxpayers and practitioners.

Guidance Documents

VIRGINIA TOURISM AUTHORITY

dba VIRGINIA TOURISM CORPORATION

Copies of the following documents may be viewed during regular work days from 8:30 a.m. until 5:00 p.m. in the office of the Virginia Tourism Corporation, 901 East Byrd Street; Riverfront Plaza; West Tower, 19th Floor; Richmond, Virginia 23219. Copies may be obtained free of charge by contacting Angela Wiggins at the same address, telephone (804) 371-4042, FAX (804) 786-1919 or e-mail awiggins@virginia.org. The documents may be downloaded from the Virginia Tourism Corporation's industry website at www.vatc.org (Tourism Development tab).

Questions regarding interpretation or implementation of these documents may be directed to Ralph Earnhardt, Grants Administrator, at the same address, telephone (804) 371-0048, FAX (804) 786-1919 or e-mail rearnhardt@virginia.org.

Guidance Documents:

Cooperative Marketing Program FY 2002 Application and Reporting Guidelines, revised October 2000, § 2.1-548.60

FY 2001 Guidelines for Matching Grants Marketing Program, Revised June 6, 2000, Chapter 1073, Item 130.H. of the 2000 Appropriation Act

FY 2001 Guidelines for African-American Cooperative Marketing Program, Revised July 20, 2000, Chapter 1073, Item 130.D.2. of the 2000 Appropriation Act

DEPARTMENT OF TRANSPORTATION

Note: The list of guidance documents submitted by the Virginia Department of Transportation is subdivided by the work unit (division, district, or residency) that issued or has custody of the document.

Construction Division

Copies of the following documents may be viewed during regular work days from 8:15 until 4:30 p.m. in the office of the Virginia Department of Transportation's Construction Division, 1401 East Broad St., 12th Floor, Richmond, VA 23219. Copies may be obtained either free of charge, or at the specified cost by contacting the Construction Division Administrator at the same address, telephone (804) 786-2907 or FAX (804) 786-7778.

Questions regarding interpretation or implementation of these documents may be directed to the Construction Division Administrator at the same address, telephone, and FAX numbers given above.

The documents below are issued pursuant to § 33.1-13 of the Code of Virginia.

Guidance Documents:

VDOT Construction and Maintenance Claims Manual, issued 1992, no charge

VDOT Emergency Contract Manual, issued May 2000, no charge

VDOT Post Construction Manual (Imperial and Metric), revised 1997, no charge

VDOT Construction Manual, issued 1996, \$11

VDOT Construction Phase Inspection Manual, revised October 1, 1983, no charge

VDOT Construction Division Memoranda, issued 1994 - 2000, \$0.15 per page. These documents are generally two pages or less in length, and pertain to construction activities such as documentation requirements, design guidelines, specification interpretation, and contractual issues. Memoranda are revised, rescinded, or issued throughout the year, generally every two or three months. For copies, contact the Construction Division Administrator at the address and phone number shown above.

Environmental Division

Copies of the following document may be viewed during regular work days from 8 a.m. until 4 p.m. in the office of the Virginia Department of Transportation's Environmental Division, located on the third floor of the Old Hospital Building, 1201 E. Broad St., Richmond, VA 23219 (mailing address: 1401 E. Broad St., Richmond, VA 23219). Copies may be obtained by contacting Janice Miles at the same location or mailing address, telephone (804) 371-6828 or FAX (804) 371-6827. Questions regarding interpretation or implementation of this document may be directed to James R. Barrett, telephone (804) 371-6826, at the same location, mailing address, and FAX numbers given above.

Guidance Document:

VDOT Outdoor Advertising Guidelines, effective November 2000, 24 VAC 30-120-10 et seq. (Rules and Regulations Controlling Outdoor Advertising and Directional and Other Signs and Notices), \$20

Financial Planning and Debt Management Division

Copies of the following documents may be viewed during regular work days from 8 a.m. until 4:30 p.m. in the office of the Virginia Department of Transportation's Financial Planning and Debt Management Division, located on the 4th Floor of the VDOT Annex Building, 1401 E. Broad St., Richmond, VA 23219. Copies may be obtained free of charge at the same address or via telephone @ (804) 786-6065 or FAX (804) 786-2564.

Questions regarding interpretation or implementation of the VDOT Annual Budget and Supplement may be directed to John M. Curtis, Financial Planning and Operations Manager, 1401 E. Broad St., Richmond VA 23219, telephone (804) 786-9809, FAX (804) 786-2564 or e-mail curtis_jm@vdot.state.va.us.

Questions regarding interpretation or implementation of the Public-Private Transportation Act Guidelines may be directed to Janet Aylor, Debt Manager, at the same address,

telephone (804) 786-2789, FAX (804) 786-2564 or e-mail aylor_ja@vdot.state.va.us.

Guidance Documents:

Virginia Department of Transportation 2001 Annual Budget, October, 2000 edition (updated annually at the end of the fiscal year as required by the Code of Virginia), § 33.1-12(9). This item may also be viewed at the VDOT Web site @ the following address:

www.vdot.state.va.us/vdotbudget.htm

Virginia Department of Transportation 2001 Annual Budget Supplement, October, 2000 edition (updated annually in September as required by the Code of Virginia), § 33.1-12(9)

Commonwealth of Virginia Public-Private Transportation Act of 1995 Guidelines, July 1, 1995, § 56-556

Location and Design Division

Copies of the following document may be viewed during regular work days from 8 a.m. until 4 p.m. in the office of the Virginia Department of Transportation's Location and Design Division, Public Involvement Section, located in Room 713 of the VDOT Annex, 1401 E. Broad St., Richmond, VA 23219. Copies may be obtained by contacting Patsy Napier at the same location and mailing address, telephone (804) 786-2566 or FAX (804) 786-9311. Questions regarding interpretation or implementation of this document may be directed to Patsy Napier.

Guidance Document:

VDOT Public Involvement Policy and Procedure Manual, issued 1999, Section 33.1-18, Code of Virginia, no charge.

Copies of the following document may be viewed during regular work days from 8 a.m. until 4 p.m. in the office of the Virginia Department of Transportation's Location and Design Division, Engineering Services Section, located in Room 603 of the VDOT Annex Building, 1401 E. Broad St., Richmond, VA 23219. Copies may be obtained by contacting the Engineering Services Section Manager at the same location and mailing address, telephone (804) 786-2543 or FAX (804) 786-7527. Questions regarding interpretation or implementation of this document may be directed to the Engineering Services Section Manager.

Guidance Document:

Instructional and Informational Memorandum LD-(D) 55, Curb Ramps for Persons with Mobility Impairments, issued May 25, 1995 (note: a revision to this document has been made; it will be issued during January of 2001), § 15.1-381, no charge

Maintenance Division – Administration

Copies of the following documents may be viewed during regular work days from 8:15 a.m. until 4 p.m. in the VDOT's Maintenance Division, located at 1221 East Broad Street, 4th Floor, Richmond, VA 23219. Up to five copies of any

document or a combination of documents may be obtained free of charge by contacting Bob Kardian at the same address, telephone (804) 786-2849 or FAX (804) 786-7987. Six or more copies may be received at a cost of 15 cents per page; checks are to be made payable to the "Treasurer of Virginia."

Questions regarding interpretation or implementation of these documents may be directed to Mr. D. R. Liston, State Maintenance Engineer, VDOT, 1401 East Broad Street, Richmond, VA 23219, telephone (804) 786-2847, FAX (804) 225-4979 or e-mail liston_dr@vdot.state.va.us.

Truck Weigh operations have been transferred to the Department of Motor Vehicles. Contact the Department of Motor Vehicles for memoranda referring to this subject.

Guidance Documents:

Abandoned Vehicles, 1991 Maintenance Guidelines Manual Section 3.260 (2 pages), § 46.2-1210

Bridge Impediments, 1991 Maintenance Guidelines Manual Section 12.501 (1 page), § 33.1-207

Contracts, Maintenance Policy Manual 4-1 (1 page), January 1994; "Maintenance Funded Contracts" Memorandum CD-93-2/M-300-93 (1 page), February 1993, "Hired Equipment Funded From Maintenance Allocations" Memorandum (2 pages), February 1993; "Hired Equipment" Memorandum (10 pages), May 1990; "Extra Contract Work" Memorandum M-283-90 (7 pages), December 1990; Chapter 7, Title 11, of the Code of Virginia

Driveways of Volunteer Fire Department and Rescue Squads, 1991 Maintenance Guidelines Manual Section 11.207 (2 Pages), § 33.1-200.1

Dump Creating Fire Hazard to Public Bridges, 1991 Maintenance Guidelines Manual Section 9.126 (1 page), § 33.1-347

Entrances, Maintenance Policy Manual 6-1 (1 page), January 1994, 1991 Maintenance Guidelines Manual Sections 7.202 (3 pages) and 7.450 (1 page), §§ 33.1-197 through 199

Ferries, Bridges, and Turnpikes, Maintenance Policy Manual 18-1 (3 pages) and 19-1 (2 pages), January 1994, §§ 33.1-268 and 33.1-252

Hauling Permits, Maintenance Policy Manual 8-1 (1 page), January 1994, §§ 33.1-12 (3), 46.2-652 and 653, 46.2-1139 through 1149

Inmate Labor, Maintenance Policy Manual 10-1 (1 page), January 1994, 1991 Maintenance Guidelines Manual Chapter 13 (12 pages), §§ 53.1-56, 53.1-57, and 53.1-58

Land Use Permits, Maintenance Policy Manual 11-1 (1 page), January 1994, § 33.1-12

Litter and Debris, 1991 Maintenance Guidelines Manual Sections 9.122 (2 pages), 9.123 (1 page), "Disposal of Animals Killed on Rights-of-Way" Memorandum (1 page), November 1990, §§ 18.2-323, 18.2-324, 33.1-346 and 10.1-1424

Guidance Documents

Newspaper Boxes, 1991 Maintenance Guidelines Manual Section 3.242 (1 page), § 33.1-206

Pesticide Use, 1991 Maintenance Guidelines Manual Section 8.360 (5 pages), Virginia Pesticide Control Act, Title 3.1, Chapter 14.1, Articles 1 and 2 of the Code of Virginia

Posted Roads and Bridges, Maintenance Policy Manual 19-1 (2 pages), January 1994, 1991 Maintenance Guidelines Manual Sections 3.400 (5 pages) and 12.100 (1 page), "Posted Bridge Signs" Memorandum M-272-90 (6 pages), March 1990, § 46.2-1104

Railroad Grade Crossings, 1991 Maintenance Guidelines Manual Sections 3.511 (1 page) and 3.522 (2 pages), §§ 56-405 and 56-406.2

Railroads, Maintenance Division Policy Manual 13-1 (1 page), January 1994, §§ 56-405 and 56-406.2

Rest Areas and Waysides, Maintenance Policy Manual 18-1 (3 pages), January 1994, 1991 Maintenance Guidelines Manual Sections 9.220 (2 pages) and 9.230 (2 pages), "Rest Area identification Signing" Memorandum M-290-91 (2 pages), August 1991, "Women's Restrooms" Memorandum M-277-90 (1 page), June 1990, § 33.1-218

Roads in State Institutions, 1991 Maintenance Guidelines Manual Section 3.631 (2 pages), § 33.1-33

Sale of Materials, Rental of Equipment and Performance of Work for State Agencies, Local Governmental Units and Federal Agencies, Maintenance Policy Manual 12-1 (2 pages), January 1994, 1991 Maintenance Procedures Manual Section 3.300 (3 pages), "Disposal of Material" Memorandum M-293-92 (1 page), February 1992, §§ 33.1-195, 5.1-49, and 5.1-50

School Zone Signs, 1991 Maintenance Guidelines Manual Section 10.135 (1 page), § 46.2-873

Speed Limits, 1991 Maintenance Guidelines Manual Section 14.101 (1 page), § 46.2-878

Sledding Play Areas Designated by Local Governments, 1991 Maintenance Guidelines Manual Section 11.213 (1 page), § 46.2-1302

Snow Emergency Routes, 1991 Maintenance Guidelines Manual Section 11.211 (1 page), §§ 46.2-1302

Unauthorized Signs/Advertising, 1991 Maintenance Guidelines Manual Sections 3.210 (2 pages) and 3.215 (2 pages), § 33.1-373

Maintenance Division - Emergency Operations Center

Copies of the following documents may be viewed at the Emergency Operations Center (EOC) within VDOT's Maintenance Division, located at 1221 East Broad Street, 4th Floor South Wing, Richmond, VA 23219. The EOC is staffed on a 24-hour basis, so arrangements may be made to view the documents as needed. Any document or a combination of documents may be obtained free of charge by contacting the Emergency Operations Center at the same address,

telephone (804) 786-2848, FAX (804) 225-4979, or e-mail to Cogburn_pc@vdot.state.va.us.

Questions regarding interpretation or implementation of these documents may be directed to Perry Cogburn at the same addresses, telephone, and fax number shown above.

The following documents are related to Title 44 (Military and Emergency Laws) of the Code of Virginia: Chapters 3.2 (Emergency Services and Disaster Law), 3.3 (Transportation of Hazardous Radioactive Materials), 3.4 (Funding for State and Local Government Radiological Emergency Preparedness), and 3.5 (Virginia Hazardous Materials Emergency Response Program).

Guidance Documents:

Volume 7 (Transportation) of the Commonwealth of Virginia Emergency Operations Plan, September 1997 (a seven-volume set of plans promulgated by Executive Order # 73 (97), and published under the auspices of the Virginia Department of Emergency Management (VDEM))

Standard Operating Procedures for VDOT Tiger Teams, July 1997

VDOT Hurricane Guidance Manual, March 1997

Management Services Division

Copies of the following document may be viewed during regular work days from 8 a.m. until 4:30 p.m. in the office of the Virginia Department of Transportation's Management Services Division, Room 712, 1401 E. Broad St., Richmond, VA 23219. Copies may be obtained free of charge by contacting the Management Services Division Administrator at the same address, telephone (804) 786-7712 or FAX (804) 371-0074.

Questions regarding interpretation or implementation of this document may be directed to the Management Services Division Administrator.

Guidance Document:

VDOT Value Engineering Program Administration Manual, revised January 3, 1997, § 33.1-190, Code of Virginia, no charge.

Programming and Scheduling Division

Copies of the following documents may be viewed during regular work days from 8 a.m. until 4:30 p.m. in the office of the Virginia Department of Transportation's Programming and Scheduling Division, located in the Central Highway Building, Room 102, 1221 E. Broad St., Richmond, VA 23219. Copies may be obtained free of charge by contacting the Programming and Scheduling Division Administrator at (mailing address) 1401 E. Broad St., Richmond, VA 23219, telephone (804) 786-2919, FAX (804) 371-8719 or toll free 1-800-444-7832 or on the Internet at www.vdot.state.va.us/ - access the "Virginia Transportation Plan" link.

Questions regarding interpretation or implementation of these documents may be directed to the Programming and Scheduling Division Administrator.

Guidance Documents:

Virginia Transportation Development Plan (2 volumes - Statewide), implemented November 1, 2000, § 33.1-12(9) and (11); Article 1.1, Chapter 1, of Title 33.1 and § 58.1-638, Code of Virginia

Construction District Virginia Transportation Development Plan (separate book for each district - Bristol, Culpeper, Fredericksburg, Lynchburg, Northern Virginia, Richmond, Salem, Staunton, Hampton Roads) implemented November 1, 2000, § 33.1-12(9) and (11); Article 1.1, Chapter 1, of Title 33.1 and § 58.1-638, Code of Virginia

VDOT Transportation Enhancement Program Application, revised July 1, 1999, § 33.1-12(9) and (11)

Office of Public Affairs

Copies of the following documents may be viewed during regular work days from 8:30 a.m. until 5 p.m. in the office of the Virginia Department of Transportation's Office of Public Affairs, located in the VDOT Hospital Building, 2nd Floor, 1201 E. Broad St., Richmond, VA 23219. Copies may be obtained free of charge by contacting the Cartography Manager at the same address, telephone (804) 371-6774, FAX (804) 786-5323 or e-mail klinker_tg@vdot.state.va.us.

Questions regarding interpretation or implementation of this document may be directed to the Cartography Manager.

Guidance Documents:

Interagency (State Transportation) Map Committee Policy, revised February 1993, § 33.1-36, no charge

Statement on the Use of VDOT County Map Series Digital Files, August 1999, § 33.1-84, no charge

Right of Way and Utilities Division

Copies of the following document may be viewed during regular work days from 8 a.m. until 4 p.m. in the office of the Virginia Department of Transportation's Right of Way and Utilities Division, located in the VDOT Annex Building, 5th Floor, 1401 E. Broad St., Richmond, VA 23219. Copies may be obtained either free of charge or at a specified charge for excessive copies by contacting J. D. Austin, State Utilities Engineer, at the same address, telephone (804) 786-2979 or FAX (804) 786-1706.

Questions regarding interpretation or implementation of this document may be directed to J. D. Austin, State Utilities Engineer.

Guidance Document:

Utility Relocation Policies and Procedures Manual, Volume II, revised May 1996, 24 VAC 30-210-10 (Policy on Placing Utilities Underground)

Structure and Bridge Division

Copies of the following document may be viewed during regular work days from 8:15 a.m. until 5 p.m. in the office of the Virginia Department of Transportation's Structure and Bridge Division, located in the VDOT Annex Building, 10th Floor, 1401 E. Broad St., Richmond, VA 23219. Copies may be obtained either free of charge by contacting, Lisa Bodette at the same address, telephone (804) 786-2637 or FAX (804) 786-2988.

Questions regarding interpretation or implementation of this document may be directed to W. F. (Fred) Dodson, at the same address given above, telephone (804) 786-2853 or FAX (804) 786-2988.

Guidance Document:

Structure and Bridge Division Instructional and Informational Memorandum 94-27.4, Bridge Safety Inspections, issued 1994, § 33.1-12

Traffic Engineering Division

Copies of the Traffic Engineering Memoranda, which deal with traffic signs, signals, and control devices, along with related safety issues, may be viewed during regular work days from 8 a.m. until 4:30 p.m. in Room 1308A of the Virginia Department of Transportation's Traffic Engineering Division, located in the VDOT Annex Building, 1401 E. Broad St., Richmond, VA 23219. Copies may be obtained free of charge by contacting Mr. M. G. Richards at the same address, telephone (804) 225-3832.

Questions regarding interpretation or implementation of these documents may be directed to Ms. Ilona O. Kastenhofer, State Traffic Engineer, 2nd Floor, Virginia Department of Transportation, 1401 E. Broad St., Richmond, VA 23219, telephone (804) 786-2965.

Guidance Document:

Traffic Engineering Division Memoranda, issued 1966 – 1999, § 33.1-12(3) and (5)

Transportation Planning Division

Copies of the following document may be viewed during regular work days from 8:15 a.m. until 5 p.m. in the office of the State Transportation Planning Engineer, Transportation Planning Division, 1st Floor, VDOT Annex, 1401 E. Broad St., Richmond, VA 23219. Copies may be obtained by contacting Kenneth E. Lantz, Jr., at the same address, telephone (804) 786-2964 or FAX (804) 225-4785; however, the copying charges are significant due to the document being out of print.

Questions regarding interpretation or implementation of these documents may be directed to Kenneth E. Lantz, Jr., State Transportation Planning Engineer, Transportation Planning Division, at the same address, telephone, and FAX number given above.

Guidance Documents

Guidance Document:

1989 State Highway Needs Assessment (separate volume for each district - Bristol, Culpeper, Fredericksburg, Lynchburg, Northern Virginia, Richmond, Salem, Staunton, Suffolk), § 33.1-23.03

Transportation Research Council

Copies of the following document may be viewed during regular work days from 8 a.m. until 5 p.m. in the office of the Virginia Transportation Research Council, 530 Edgemont Drive, Charlottesville, VA 22903. Copies may be obtained free of charge by contacting the Virginia Transportation Research Council Librarian at the same address, telephone (804) 293-1959 or FAX (804) 293-1990. Copies may also be obtained by submitting a request via electronic mail to imc6s@virginia.edu.

Questions regarding interpretation or implementation of this document may be directed to the Research Director, Virginia Council, Transportation Research Council, 530 Edgemont Drive, Charlottesville VA 22903, telephone (804) 293-1938 or FAX (804) 293-1990.

Guidance Document:

Intellectual Property Handbook, Third edition issued January 2001, § 2.1-20.1:1, no charge

Urban Division

Copies of the following document may be viewed during regular work days from 8 a.m. until 4 p.m. in the office of the Virginia Department of Transportation's Urban Division, Room 404, VDOT Annex, 1401 E. Broad St., Richmond, VA 23219. Copies may be obtained for a \$10.50 charge by contacting the Urban Division at the same address, telephone (804) 786-2585 or FAX (804) 371-0847.

Questions regarding interpretation or implementation of this document may be directed to the Assistant Division Administrator at the same address, telephone number, and FAX number given above.

Guidance Document:

Urban Division Manual, July 1987, (revision scheduled for Spring of 2001); 24 VAC 30-320-10 (Urban Street Payment Program), 24 VAC 30-330-10 (Urban Construction Program)

Districts:

Staunton District

Copies of the following document may be viewed during regular work days from 8 a.m. until 4:30 p.m. in the office of the Virginia Department of Transportation, Staunton District Office, Rte. 11 Bypass/Commerce Rd., Staunton, VA 24401. Copies may be obtained free of charge by contacting Guy Tudor, Transportation Engineer, at the same address, telephone (540) 332-9120 or FAX (540) 332-9267.

Questions regarding interpretation or implementation of this document may be directed to Guy Tudor at the same address, telephone, and FAX numbers given above.

Guidance Document:

VDOT General Notes and Subdivision Checklist for Subdivisions in the Staunton District, revised July 2000, 24 VAC 30-90-10 et seq. (Subdivision Street Requirements)

Residencies:

Sandston Residency

Copies of the following document may be viewed during regular work days from 8:15 a.m. until 5 p.m. at the Sandston Residency office of the Virginia Department of Transportation, 6000 Elko Tract Road, Sandston, Virginia 23150. Single copies may be obtained free of charge by contacting the Resident Engineer at P.O. Box 219, Sandston, VA 23150, telephone (804) 328-3044 or FAX (804) 328-3041.

Questions regarding interpretation or implementation of this document may be directed to the Resident Engineer, at the same address, telephone, and FAX numbers given above.

Guidance Document:

Board of Supervisors Reference Manual, revised January 2000, § 33.1-70.01

DEPARTMENT OF THE TREASURY

General Management

Copies of the following documents may be viewed during regular work days from 8:30 a.m. until 4:30 p.m. in the office of the Department of the Treasury, James Monroe Building, 3rd Floor, 101 N. 14th Street, Richmond, VA 23219. Questions regarding interpretation or implementation of these documents may be directed to Connie O. Vaughan at telephone (804) 225-2268 or FAX (804) 225-3187. Copies may be obtained free of charge.

Guidance Documents:

Department of the Treasury Policy & Procedures Manual, revised continually.

Department Purchasing Manual, revised continually.

Debt Management

Copies of the following documents may be viewed during regular work days from 8:30 a.m. until 4:30 p.m. in the office of the Department of the Treasury, James Monroe Building, 3rd Floor, 101 N. 14th Street, Richmond, VA 23219. Questions regarding interpretation or implementation of these documents may be directed to the Director of Debt Management at telephone (804) 225-4927 or FAX (804) 225-3187. Copies may be obtained free of charge.

Guidance Documents:

Alternative Construction and Financing Guidelines, dated July 1, 1992, §§ 2.1-179 (5) (6) (7) & (8) and 53.1-82.23

List of Approved Rating Agencies, dated October 15, 1999, § 2.1-304.1:1

Revenue Bond Project Financing Guidelines, dated September 1988

Treasury Board Guidelines for the Issuance of Appropriation-Supported Debt, dated July 1, 1992, as supplemented August 20, 1997, §§ 2.1-179, 2.1-179.2, 33.1-12, and 23-19

Treasury Board Guidelines for Credit Purchases of Equipment and Energy Projects by State Agencies, Institutions, Boards & Authorities, dated May 17, 1995, § 2.1-179.2

Treasury Board Guidelines for Regional Jail Projects Reimbursement, dated February 19, 1998, §§ 53.1-80 through 53.1-82

Virginia College Building Authority By-Laws, dated October 15, 1996, § 23-30.31

Virginia College Building Authority Statement of Policy and Procedures for Loans to Private, Non-Profit Institutions of Higher Education, dated March 23, 1993

Virginia Public Building Authority By-Laws, dated July 1, 1993, § 2.1-234.13

Virginia Public Building Authority Accounting Guidelines, dated August 27, 1992

Virginia Public Building Authority Financing Guidelines, dated August 25, 1994

Virginia Public Building Authority Guidelines for Jail Projects Reimbursements, dated July 16, 1996, §§ 2.1-234.13 and 53.1-80 through 53.1-82

Virginia Public School Authority By-Laws, dated December 18, 1962 and amended January 25, 1988, § 22.1-171

Virginia Public School Authority General Pooled Bond Policy, dated June 23, 1997

Virginia Public School Authority Stand Alone Bond Policy, dated June 23, 1997

Virginia Public School Authority 1987 General Fund Balance Policy, dated as of September 27, 1999

Cash Management and Investments

Copies of the following documents may be viewed during regular work days from 8:30 a.m. until 4:30 p.m. in the office of the Department of the Treasury, James Monroe Building, 3rd Floor, 101 N. 14th Street, Richmond, VA 23219. Questions regarding interpretation or implementation of these documents may be directed to Belinda Blanchard at telephone (804) 225-3166 or FAX (804) 225-3478. Copies may be obtained free of charge.

Guidance Documents:

General Account Investment Policy and Guidelines, revised March 15, 2000, §§ 2.1-327 through 2.1-329

Local Government Investment Pool Policy and Guidelines, revised June 17, 1998, §§ 2.1-327 through 2.1-329

Local Government Investment Pool Investment Circular, revised August 2000, § 2.1-234

Operations

Copies of the following documents may be viewed during regular work days from 8:30 a.m. until 4:30 p.m. in the office of the Department of the Treasury, James Monroe Building, 3rd Floor, 101 N. 14th Street, Richmond, VA 23219. Questions regarding interpretation or implementation of these documents may be directed to Kristin Reiter at telephone (804) 225-3240 or FAX (804) 225-3187. Copies may be obtained free of charge.

Guidance Documents:

Security for Public Deposits Handbook, dated November 18, 1993, 1 VAC 75-20

State Non-Arbitrage Program Information Statement, dated May 1, 1999

Division of Risk Management

Copies of the following document may be viewed during regular work days from 8:15 a.m. until 5 p.m. in the office of the Division of Risk Management, 101 North 14th Street, 6th Floor, James Monroe Building, Richmond, VA 23219. Copies may be obtained free of charge by contacting Ms. Joyce E. Palmer at the Division of Risk Management, 101 North 14th Street, 6th Floor, James Monroe Building, Richmond, VA 23219, telephone (804) 225-4621 or FAX (804) 371-8400 or e-mail Joyce.Palmer@trs.state.va.us.

Questions regarding this document may be directed to Joyce E. Palmer at the Division of Risk Management, 101 North 14th Street, 6th Floor, James Monroe Building, Richmond, VA 23219, telephone (804) 225-4621 or FAX (804) 371-8400 or e-mail Joyce.Palmer@trs.state.va.us.

Guidance Documents:

Virginia Risk Management Plan, revised July 19, 1999, § 2.1-191.11.

Virginia Property Risk Management Plan, revised October 25, 1994, § 2.1-191.10.

Virginia Faithful Performance of Duty Bond Plan, revised July 12, 1995, § 2.1-191.13.

Virginia Constitutional Officer Risk Management Plan "VaRISK", revised July 12, 1995, § 2.1-191.12.

Virginia Local Government Risk Management Plan "VaRISK 2," revised March 16, 1998, § 2.1-191.12.

Guidance Documents

Unclaimed Property

Copies of the following documents may be viewed during regular work days from 8:30 a.m. until 4:30 p.m. in the office of the Department of the Treasury, James Monroe Building, 3rd Floor, 101 N. 14th Street, Richmond, VA 23219. Questions regarding interpretation or implementation of these documents may be directed to the Accounting Manager at telephone (804) 225-2393 or FAX (804) 786-4653. Copies may be obtained free of charge.

Guidance Document:

Unclaimed Property Holder Reporting Package, revised July 2000, §§ 55-210.1 through 55-210.30

UNIVERSITY OF VIRGINIA

Office of the Executive Vice President and Chief Operating Officer

Unless noted otherwise, the documents below are used in interpreting the Code of Virginia, § 23-76.

Department of Parking and Transportation Services

Copies of the following document may be viewed Monday through Friday from 7:30 a.m. until 5 p.m. at the Department of Parking and Transportation Services, 1101 Millmont Street, Charlottesville, VA 22903. Copies may be obtained free of charge by contacting Rebecca White, Assistant Director of Parking and Transportation Services, at the Department of Parking and Transportation Services, Post Office Box 400000, Charlottesville, VA 22904-4000, telephone (804) 924-6763, FAX (804) 924-3980 or e-mail rwcbj@virginia.edu.

The policies may also be viewed at the University of Virginia's home page (<http://www.virginia.edu/~regist/ugradrec/chapter5/uchap5-4.1.html>). Questions concerning interpretation or implementation of the policies may be directed to Rebecca White (same telephone and address as above).

Guidance Document:

University of Virginia Graduate and Undergraduate Record, Chapter 5, revised December 1998, § 23-9.2:3

Conference Services

Copies of the following documents may be viewed Monday through Friday from 8 a.m. until 5 p.m. at the UVA Housing Division Conference Services, P.O. Box 400735 Charlottesville, VA 22904-4735. Copies may be obtained free of charge by contacting Sheri States, Director for Conference Services, at the same address, telephone (804) 924-4479, FAX (804) 924-1027 or e-mail ssates@virginia.edu.

Questions concerning interpretation or implementation of the policies may be directed to Sheri States (same address and telephone number as above).

Web address: <http://www.virginia.edu/housing/conferences>

Guidance Documents:

Conference Services Agreement, revised 2001

Cavalier Inn Reservation Form

Office of the Vice President and Provost

Copies of the University of Virginia's Undergraduate Prospectus can be viewed at the Office of Admissions, Miller Hall, Charlottesville, VA, Monday through Friday from 8:30 a.m. to 5 p.m. Questions regarding viewing may be directed to Marjorie Schiff, Assistant Dean of Admission, Miller Hall, Charlottesville, VA, telephone (804) 982-3200, or e-mail at mas4ys@virginia.edu.

The document may also be viewed at the University of Virginia's home page (<http://www.virginia.edu/OfStud.html>).

Copies may be obtained at no charge by contacting Carol Craig, Office of Admission, P.O. Box 9017, Charlottesville, VA 22906, telephone (804) 982-3383.

Questions regarding interpretation or implementation of this document may be directed to Marjorie Schiff at the above telephone number, e-mail, and address.

Copies of the Undergraduate and Graduate records can be viewed in the Office of the Vice President and Provost, Madison Hall, Charlottesville, VA, Monday through Friday from 8:30 a.m. to 5 p.m. Questions regarding viewing may be directed to Keith Roots, Assistant to the Vice President and Provost, Fontaine Research Park, 560 Ray C. Hunt Drive, P.O. Box 400308, Charlottesville, Virginia 22904-4308, telephone (804) 924-0999, or e-mail at kroots@virginia.edu.

Individuals eligible to receive a complimentary copy of the Undergraduate and Graduate Records should contact Heather Burns, Office of the University Registrar, P.O. Box 9009, Charlottesville, VA 22906-9009, telephone (804) 924-6378, or e-mail at burns@virginia.edu. Other persons may obtain a copy of the Undergraduate and Graduate Records from the University Bookstore at (804) 924-3721, or write to the University of Virginia Bookstore, Charlottesville, VA 22904. The cost is \$6.

The documents may also be viewed at the University of Virginia's home page (<http://www.virginia.edu/docs.html>).

Questions regarding interpretation and implementation of these documents may be directed to Keith Roots at the above telephone number, e-mail, and address.

Copies of the Faculty Handbook may be viewed at Alderman Library, McCormick Road at University Avenue, Charlottesville, VA, Monday to Thursday from 8 a.m. to 12 a.m., Friday from 8 a.m. to 9 p.m., Saturday from 9 a.m. to 6 p.m., and Sunday from 12 p.m. to 12 a.m. (Times may vary, so check prior to coming.) Assistance in locating a computer terminal is available at the circulation desk.

Hard copies of the Faculty Handbook are no longer available.

The document may also be viewed at the University of Virginia's home page <http://www.virginia.edu/provost/>.

Questions regarding the interpretation and implementation of the Faculty Handbook may be directed to Keith Roots at the above telephone number and address.

Guidance Documents:

University of Virginia's Undergraduate Prospectus, Fall 2000

University of Virginia Undergraduate and Graduate Record, revised 2000-2001

University of Virginia Faculty Handbook, last revised paper date 1994

Libraries

Copies of the following documents may be viewed at any University library public information desk during regular library hours (hours vary by facility). Copies may be obtained free of charge by contacting Diane Walker, Associate University Librarian for University Services, telephone (804) 924-4606, FAX (804) 924-1431 or e-mail dpw@virginia.edu. The documents may also be viewed at the University of Virginia's home page (<http://www.lib.virginia.edu>).

Questions concerning interpretation or implementation of the policies may be directed to Diane Walker (same address and telephone number as above).

Guidance Documents:

Access to Databases (<http://www.lib.virginia.edu/policies/access.html>), revised October 1998

Circulation (<http://www.lib.virginia.edu/policies/circpol.html>), revised July 1999

Office of the Vice President for Management and Budget

Facilities Management

Copies of the Higher Education Capital Outlay Manual (HECOM) may be viewed during regular workdays from 8 a.m. until 5 p.m. in the Office of Facilities Planning and Construction, University of Virginia, 575 Alderman Road, Charlottesville, VA 22903. Copies may be obtained for \$15 per copy from Kim Morris at the same address, telephone (804) 982-4615, FAX (804) 982-4628 or e-mail kbm4n@virginia.edu.

Questions regarding interpretation or implementation of this document may be directed to Richard Dickman, Capital Outlay Program Assistant Director, University of Virginia, 575 Alderman Road, Charlottesville, VA 22903, telephone (804) 982-5177, FAX (804) 982-4628 or e-mail rjd6f@virginia.edu.

Guidance Document:

Higher Education Capital Outlay Manual, Revision 5, October 27, 1998, §§ 11-36 through 11-80.

Procurement Services

Copies of the following document may be viewed Monday through Friday from 8 a.m. until 5 p.m. at Procurement Services, Carruthers Hall, 1001 North Emmet Street, P.O. Box 400202, Charlottesville, VA 22904-4202. Copies may be obtained free of charge by contacting Eric Denby, Director of Procurement Services, at the above address, telephone (804) 924-4019, FAX (804) 982-2690 or e-mail ed@virginia.edu. This document and other relevant information as to how the University conducts business in the areas of purchasing, accounts payable, surplus property, and minority procurement is also available on the University of Virginia's Procurement Services website (<http://www.virginia.edu/~pams/>).

Questions concerning interpretation or implementation of the policies may be directed to Eric Denby (same address and telephone number as above).

Guidance Document:

Commonwealth of Virginia Purchasing Manual for Institutions of Higher Education and Their Vendors, July 2000.

Office of University Development

Copies of the following document may be viewed Monday through Friday from 8 a.m. until 5 p.m. at the University Development Office, 400 Ray C. Hunt Drive, #100, Charlottesville, VA 22903. Copies may be obtained free of charge by contacting Charles Fitzgerald, Associate Director for Development, University Development Office, at the above address, telephone (804) 924-3245 or FAX (804) 924-0556. The document may also be viewed at the University of Virginia's home page (<http://minerva.acc.virginia.edu/devel/>).

Interpretive or implementation questions may be directed to Charles Fitzgerald (same address and telephone number as above).

Guidance Document:

University Development Mission and Values Statement, October 1991

Division of Student Affairs

Copies of the following documents may be viewed during regular work days from 8 a.m. until 5 p.m. in the Office of the Vice President for Student Affairs, S.W. Wing, the Rotunda, Charlottesville, VA 22903. Copies may be obtained free of charge by contacting William W. Harmon at the same address, telephone (804) 924-1002, FAX (804) 924-1002, or e-mail vpsa@virginia.edu. The documents may be printed from Chapter 5 of the University's Graduate and Undergraduate Record websites (<http://www.virginia.edu/~regist/gradrec/> and <http://www.virginia.edu/~regist/ugradrec/>, respectively).

Questions regarding interpretation or implementation of these documents may be directed to William W. Harmon, Office of the Vice President for Student Affairs, S.W. Wing- the Rotunda, Charlottesville, VA 22903, telephone (804) 924-7984, FAX (804) 924-1002 or e-mail vpsa@virginia.edu.

Guidance Documents

Guidance Documents:

Alcohol and Drug Policy, Ch. 5 - "Non-academic Regulations," University of Virginia Graduate and Undergraduate Record, revised Fall 1998

Amplified Music, Ch. 5 - "Non-academic Regulations," University of Virginia Graduate and Undergraduate Record, revised Fall 1998

Fund-Raising Projects by Student Organizations on University Grounds, Ch. 5 - "Non-academic Regulations," University of Virginia Graduate and Undergraduate Record, revised Fall 1998

Grievance Procedure, Ch. 5 - "Non-academic Regulations," University of Virginia Graduate and Undergraduate Record, revised Fall 1998

Sexual Harassment Policy, Ch. 5 - "Non-academic Regulations," University of Virginia Graduate and Undergraduate Record, revised Fall 1998

Solicitors and Sales Representatives, Ch. 5 - "Non-academic Regulations," University of Virginia Graduate and Undergraduate Record, revised Fall 1998

Statement of Students' Rights and Responsibilities, Ch. 5 - "Non-academic Regulations," University of Virginia Graduate and Undergraduate Record, revised Fall 1998

Use of University Equipment, Ch. 5 - "Non-academic Regulations," University of Virginia Graduate and Undergraduate Record, revised Fall 1998

Use of University Facilities, Ch. 5 - "Non-academic Regulations," University of Virginia Graduate and Undergraduate Record, revised Fall 1998

University Services and Activities, Ch. 5 - "Non-academic Regulations," University of Virginia Graduate and Undergraduate Record, revised Fall 1998

Warning about Videotapes and Copyright Law, Ch. 5 - "Non-academic Regulations," University of Virginia Graduate and Undergraduate Record, revised Fall 1998

The Honor System, Ch. 5 - "Non-academic Regulations," University of Virginia Graduate and Undergraduate Record, revised Fall 1998

Department of Student Health, Ch. 5 - "Non-academic Regulations," University of Virginia Graduate and Undergraduate Record, revised Fall 1998

Report of the University-wide Task Force on Alcohol Abuse, May 1, 1998

Foundational Plan University of Virginia, January 1, 1999

Office of Information Technologies/Department of Information Technology and Communication

Electronic versions of the following documents are accessible for viewing at and may be printed from the URLs listed below.

Questions regarding interpretation or implementation of these documents may be directed to Robert Reynolds, Vice

President and Chief Information Officer, University of Virginia, 108 Cresap Road, P.O. Box 400217, Charlottesville, Virginia 22904-4217, telephone (804) 982-2249, FAX (804) 924-3579 or e-mail oit@virginia.edu.

Commonwealth of Virginia Department of Technology Planning Policies, Standards, Publications and Procurement Procedures

(http://www.dtp.state.va.us/policies_procedures.html).

University of Virginia universitywide computing policies and procedures; Department of Information Technology and Communication

(<http://www.itc.virginia.edu/policy/Policies/>).

Health System

Medical Center

Copies of the following documents may be viewed Monday through Friday from 8 a.m. until 4:30 p.m. in the office of Elizabeth O'Halloran, Director, Performance Improvement Program or Office of the Chief Operating officer, McKim Hall, 4th Floor, Room 4028, Charlottesville, VA 22903-3395. Copies may be obtained free of charge by contacting Elizabeth O'Halloran at the same address, telephone (804) 924-8324 FAX (804) 982-3759 or by e-mail, efo2a@virginia.edu.

The documents may also be viewed at the University of Virginia's home page (<http://www.med.virginia.edu>).

Questions regarding interpretation or implementation of these documents may be directed to Elizabeth O'Halloran at the address and phone number above.

Guidance Document:

Medical Center Policy Manual, revised 2000, § 23-76 which may be viewed at <http://minerva.acc.virginia.edu/~mcorgs/tblcontn.html> (this is in the process of being changed and the new address is not currently available).

Medical Center Material Support Services

Copies of the following documents may be viewed Monday through Friday from 8 a.m. until 4:30 p.m. in the office of Material Support Services, Medical Center Level 0, Room G-525, Charlottesville, VA 22908. Copies may be obtained free of charge by contacting James P. Keathley, Director, Material Support Services, at the same address, telephone (804) 982-0274, FAX (804) 982-1796 or e-mail jpk7a@virginia.edu.

The document may also be viewed at the University of Virginia's home page (<http://www.med.virginia.edu>).

Questions regarding interpretation or implementation of these documents may be directed to James P. Keathley, Director, Material Support Services Medical Center, Level 0, Room G-525, Charlottesville, VA 22908, telephone (804) 982-0274, FAX (804) 982-1796 or e-mail jpk7a@virginia.edu.

Guidance Document:

Medical Center Policy #0189, Purchasing Guidelines, March 16, 1999, 8 VAC 85-10-10 through 8 VAC 85-10-190

Claude Moore Health Sciences Library

Copies of the following documents may be viewed Monday through Friday from 8 a.m. until 4:30 p.m. in the office of Gretchen Arnold, Claude Moore Health Sciences Library, 2nd Floor, Room 2237C, Charlottesville, VA 22908. Copies may be obtained free of charge by contacting Gretchen Arnold at the same address, telephone (804) 924-0194, FAX (804) 982-4238 or e-mail gvn8r@virginia.edu.

The documents may also be viewed at the University of Virginia's Claude Moore Health Sciences Library home page (<http://www.med.virginia.edu/hs-library>).

Questions regarding interpretation or implementation of these documents may be directed to Gretchen Arnold, Associate Director, Claude Moore Health Sciences Library, PO Box 800722, Charlottesville, VA 22908, telephone (804) 924-0194, FAX (804) 982-4238 or e-mail gvn8r@virginia.edu.

Guidance Document:

University of Virginia Claude Moore Health Sciences Library User Eligibility Policy, revised September 1999, § 23-76

THE UNIVERSITY OF VIRGINIA'S COLLEGE AT WISE

Copies of the following documents may be viewed during regular workdays from 8 a.m. until 5 p.m. in the Office of Admissions & Financial Aid, The University of Virginia's College at Wise, 1 College Avenue, Bowers-Sturgill Hall, Wise, Virginia, 24293. Copies may be obtained free by contacting Linda Baker, Office of Admissions & Financial Aid, same address, telephone (540) 328-0102 or FAX (540) 328-0251.

Questions regarding interpretation or implementation of this document may be directed to Rusty Necessary, Director of Admissions & Financial Aid, The University of Virginia's College at Wise, 1 College Avenue, Wise, Virginia 24293, telephone (540) 328-0102 or FAX (540) 328-0251.

Guidance Documents:

Admissions Viewbook, August 2000, no charge

The University of Virginia's College at Wise Catalog, August 2000, no charge

Copies of the following document can be viewed during regular work days from 8 a.m. until 5 p.m. in the Office of the Dean of the Faculty, The University of Virginia's College at Wise, 1 College Avenue, Bowers-Sturgill Hall, Wise, Virginia 24293. Copies may be obtained free by contacting Darlene Moore, Office of the Dean of the Faculty, same address, telephone (540) 328-0120 or FAX (540) 376-4518.

Questions regarding interpretation or implementation of this document may be directed to Amelia Harris, Dean of the Faculty, The University of Virginia's College at Wise, 1 College Avenue, Wise, Virginia 24293, telephone (540) 328-0120 or FAX (540) 376-4518.

Guidance Document:

The University of Virginia's College at Wise Faculty Handbook, August 2000, no charge

BOARD OF VETERINARY MEDICINE

Copies of the following documents may be viewed during regular work days from 8:15 a.m. until 5 p.m. at the offices of the Department of Health Professions, 6606 W. Broad Street, 4th Floor, Richmond, VA 23230. Copies may also be requested by email at vetbd@dhp.state.va.us. Questions regarding interpretation or implementation of these documents or requests for copies may be directed to Elizabeth Carter, Ph.D., Executive Director of the board at the address above or by telephone at (804) 662-9915. Copies are free of charge.

Guidance Documents:

150-1, Newsletter of January 1988, Drug Record-keeping at shared facilities

150-2, Newsletter of June 1997, Acceptable duties for unlicensed assistants

150-3, Board minutes of February 10, 1993, Delegation of dental procedures; inoculations of animals outside approved facilities

150-4, Board minutes of June 15, 1994, "Chip" clinics outside approved facilities

150-5, Board minutes of January 31, 1995, Criteria for an approved rabies clinic

150-6, Board minutes of December 19, 1995, Mobile facilities allowed to change location without an inspection

150-7, Board minutes of August 13, 1996, Use of term "specialist" or "specialty"

150-8, Board minutes of October 8, 1996, Acceptable duties for unlicensed assistants

150-9, Board minutes of May 28, 1997, Acceptable duties for equine dentists; acceptable duties for unlicensed assistants

150-10, Listing of acceptable duties for unlicensed assistants, updated November 1997

150-11, Matrix of disciplinary sanctions, December 1993 to November 29, 1999

150-12, Newsletter of December 1999, Unannounced inspections and veterinary facilities acting as pharmacies

GENERAL NOTICES/ERRATA

DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES

The Department of Agriculture and Consumer Services invites comment from the public on certain of its existing regulations, listed below, as a part of a review of its regulations being conducted under Executive Order Number 25 (98), Development and Review of Regulations Proposed by State Agencies. Comments should be addressed to the person identified below as the contact person for the regulation. The deadline for receipt of comment is 10 a.m., March 6, 2001.

2 VAC 5-30, Rules and Regulations Pertaining to Reporting Requirements for Contagious and Infectious Diseases of Livestock and Poultry in Virginia—Contact Marian J. Kimball

2 VAC 5-40, Rules and Regulations Governing the Prevention, Control and Eradication of Bovine Tuberculosis in Virginia—Contact Marian J. Kimball

2 VAC 5-90, Control and Eradication of Pullorum Disease and Fowl Typhoid in Poultry Flocks and Hatcheries and Products thereof in Virginia--Contact Marian J. Kimball

2 VAC 5-100, Rules and Regulations Governing the Qualifications for Humane Investigators—Contact Marian J. Kimball

2 VAC 5-230, Rules and Regulations Applicable to Controlled Atmosphere (CA) Apples—Contact Thomas H. Smith

2 VAC 5-300, Rules and Regulations for the Enforcement of the Virginia Seed Potato Inspection Law—Contact Thomas H. Smith

2 VAC 5-340, Rules and Regulations for the Enforcement of the Virginia Weights and Measures Law—Contact Alan Rogers

2 VAC 5-380, Rules and Regulations for the Enforcement of the Virginia Dealers in Agricultural Products Law—Contact Alan Rogers

2 VAC 5-410, Rules and Regulations for the Enforcement of the Virginia Agricultural Liming Materials Law—Contact Alan Rogers

2 VAC 5-450, Rules and Regulations Relating to the Virginia Plants and Plant Products Inspection Law—Contact Frank M. Fulgham

2 VAC 5-470, Rules and Regulations Pertaining to the Registration and Certification of Grape Nursery Stock—Contact Frank M. Fulgham

2 VAC 5-510, Rules and Regulations Governing the Production, Processing, and Sale of Ice Cream, Frozen Desserts and Similar Products—Contact John A. Beers

2 VAC 5-560, Rules and Regulations Pertaining to Labeling and Sale of Infant Formula—Contact James A. Morano

2 VAC 20-30, Rules and Regulations Governing the Pesticide Fees Charged by the Department of Agriculture

and Consumer Services under the Virginia Pesticide Control Act—Contact Marvin A. Lawson

2 VAC 20-40, Rules and Regulations Governing Licensing of Pesticide Businesses by the Department of Agriculture and Consumer Services Operating under Authority of the Virginia Pesticide Control Act—Contact Marvin A. Lawson

AGENCY CONTACTS:

John A. Beers, Program Supervisor, 1100 Bank Street, Room 502, Richmond, VA 23219, telephone (804) 786-8899, FAX (804) 371-7792, (800) 828-1120/TTY, e-mail jbeers@vdacs.state.va.us

Frank M. Fulgham, Program Manager, 1100 Bank St., Room 703, Richmond, VA 23219, telephone (804) 786-3515, FAX (804) 371-7793, (800) 828-1120/TTY, e-mail ffulgham@vdacs.state.va.us

Marian J. Kimball, Program Supervisor, 1100 Bank St., Room 602, Richmond, VA 23219, telephone (804) 786-2483, FAX (804) 371-2380, (800) 828-1120/TTY, e-mail mkimball@vdacs.state.va.us

Marvin A. Lawson, Program Manager, 1100 Bank St., Room TTY 401, Richmond, VA 23219, telephone (804) 371-6558, FAX (804) 371-8598, (800) 828-1120/TTY, e-mail mlawson@vdacs.state.va.us

James A. Morano, Compliance Manager, 1100 Bank St., Room 502, Richmond, VA 23219, telephone (804) 786-8899, FAX (804) 371-7792, (800) 828-1120/TTY, e-mail jmorano@vdacs.state.va.us

Alan Rogers, Program Manager, 1100 Bank St., Room 402, Richmond, VA 23219, telephone (804) 786-2476, FAX (804) 786-1571, (800) 828-1120/TTY, e-mail jrogers@vdacs.state.va.us

Thomas H. Smith, Agriculture and Consumer Services Supervisor, 1100 Bank St., Room 804, Richmond, VA 23219, telephone (804) 786-3548, FAX (804) 371-7785, (800) 828-1120/TTY, e-mail tsmith@vdacs.state.va.us

STATE CORPORATION COMMISSION

Appendix A referenced in the following order is not being published. However, the appendix is available for public inspection at the State Corporation Commission, Document Control Center, Tyler Building, 1st Floor, 1300 East Main Street, Richmond, VA from 8:15 a.m. to 5 p.m., Monday through Friday.

AT RICHMOND, JANUARY 10, 2001

COMMONWEALTH OF VIRGINIA

At the relation of the

STATE CORPORATION COMMISSION

CASE NO. PUE010013

Ex Parte: In the matter of
establishing rules for
retail access

ORDER ESTABLISHING PROCEDURAL SCHEDULE

On May 26, 2000, the Commission entered an order in Case No. PUE980812 adopting interim rules governing retail access pilot programs in the electric and natural gas industries. In that order, the Commission recognized that the rules were developed for pilot programs of limited scope and duration and could require alteration to accommodate full-scale retail choice and competition. The Commission stated that it would review and revise these rules as needed for the start and continuation of full retail choice.

The Virginia Electric Utility Restructuring Act directs the Commission to establish a transition schedule for retail choice, which will begin January 1, 2002. Therefore, it is necessary to proceed with the review and revision of the interim pilot rules in order to establish final Commission rules for the start of electric retail access. Final rules must be established expeditiously so that supporting business practices and EDI standards can be defined and incumbent utilities and competitive service providers can modify and test information systems accordingly.

In furtherance of this goal, the Staff of the Commission has invited representatives of interested parties to participate in a work group to assist the Staff in developing proposed rules for the start of electric retail access in Virginia on January 1, 2002. In developing its proposal, the Staff will strongly consider the input and perspectives of work group participants, and will rely on experience gained through the operation of the pilots, giving due consideration to retail access rules adopted by neighboring states and national/regional uniform business practice efforts. Interested parties, including work group participants, will have an opportunity to comment and request a hearing on the Staff's proposed rules. Accordingly,

IT IS ORDERED THAT:

(1) This case be docketed and assigned Case No. PUE010013.

(2) The Commission Staff shall conduct an investigation and file with the Clerk an original and fifteen (15) copies of its

report proposing retail access rules, with input from the work group, on or before March 6, 2001, and shall serve one (1) copy on all parties. The Division of Information Resources shall forward the proposed rules to the Office of the Registrar of Regulations for publication in the Register of Regulations.

(3) On or before March 8, 2001, the Commission's Division of Information Resources shall make a downloadable version of the Staff's report and proposed rules available for access by the public at the Commission's website, <http://www.state.va.us/scc/caseinfo/orders.htm>. The Clerk of the Commission shall make a copy of the Staff's report and proposed rules available for public inspection in his office and provide a copy of the proposed rules, free of charge, in response to any written request for one.

(4) On or before April 3, 2001, interested parties shall file with the Clerk an original and fifteen (15) copies of any comments or requests for hearing on the Staff's Report and proposed rules, as well as any other comments pertinent to these proceedings.

(5) On or before February 2, 2001, the Commission's Division of Information Resources shall publish the following notice as classified advertising in newspapers of general circulation throughout the Commonwealth of Virginia.

NOTICE TO THE PUBLIC OF A PROCEEDING TO ADOPT RULES RELATING TO RETAIL ACCESS CASE NO. PUE010013

On May 26, 2000, the Commission entered an order in Case No. PUE980812 adopting interim rules governing retail access pilot programs in the electric and natural gas industries. In that order, the Commission recognized that the rules were developed for pilot programs of limited scope and duration and could require alteration to accommodate full-scale retail choice and competition. The Commission stated that it would review and revise these rules as needed for the start and continuation of full retail choice.

The Virginia Electric Utility Restructuring Act directs the Commission to establish a transition schedule for retail choice, which will begin January 1, 2002. Therefore, it is necessary to proceed with the review and revision of the interim pilot rules in order to establish final Commission rules for the start of electric retail access.

In furtherance of this goal, the Staff of the Commission has invited representatives of interested parties to participate in a work group to assist the Staff in developing proposed rules for the start of electric retail access in Virginia on January 1, 2002. In developing its proposal, the Staff will strongly consider the input and perspectives of work group participants, and will rely on experience gained through the operation of the pilots, giving due consideration to retail access rules adopted by neighboring states and national/regional uniform business practice efforts.

The Staff will file a report in this proceeding proposing retail access rules on or before March 6, 2001. Any person desiring to comment in writing or request a hearing on the Staff's proposed rules, or any other issue

General Notices/Errata

pertinent to these proceedings, may do so by directing such comments or requests for hearing on or before April 3, 2001, to the Clerk of the Commission, c/o Document Control Center, P.O. Box 2118, Richmond, Virginia 23218. Comments and requests for hearing must refer to Case No. PUE010013.

Interested parties may obtain a copy of the interim rules governing retail access pilot programs in the electric and natural gas industries by visiting the Commission's website, <http://www.state.va.us/scc/caseinfo/orders.htm>, or locating them at 20 VAC 5-311-10 through 20 VAC 5-311-60 in the Virginia Administrative Code. The Staff's report with the proposed rules will also be made available on the Commission's website on and after March 8, 2001, and will be publicly available for inspection in the Clerk's office. The Clerk's office will provide a copy of the proposed rules to any interested party, free of charge, in response to any written request for one. The proposed rules will also be forwarded to the Office of the Registrar of Regulations for publication in the Register of Regulations.

All written communications to the Commission, except those relating to participation in the work group, should be directed to the Clerk, State Corporation Commission, c/o Document Control Center, P.O. Box 2118, Richmond, Virginia 23218, and should refer to Case No. PUE010013.

VIRGINIA STATE CORPORATION COMMISSION

(6) Interested persons may be placed on the service list in this case by directing a request in writing to Joel H. Peck, Clerk, State Corporation Commission, c/o Document Control Center, P.O. Box 2118, Richmond, Virginia 23218. Such requests shall refer to Case No. PUE010013.

(7) This matter is continued for further orders of the Commission.

AN ATTESTED COPY hereof shall be sent by the Clerk of the Commission to: John F. Dudley, Senior Assistant Attorney General, Division of Consumer Counsel, Office of Attorney General, 900 East Main Street, Second Floor, Richmond, Virginia 23219; Appendix A as attached hereto; and the Commission's Divisions of Energy Regulation, Economics and Finance, and Public Utility Accounting.

DEPARTMENT OF CRIMINAL JUSTICE SERVICES

Notice of Application for Grant Funds Pre-release and Post-incarceration Services (PAPIS)

The Department of Criminal Justice Services is accepting applications for grant funds for pre-release and post-incarceration services for adult offenders. These services provide training and counseling which prepare adult offenders for reintegration into society after release from state prisons or local jails. The deadline for application is 5 p.m., Friday, March 9, 2001. Program guides and applications may be obtained by contacting Carol-Lee Raimo, Program Analyst, Department of Criminal Justice Services, Richmond, VA

23219, telephone (804) 786-9652, FAX (804) 786-9656, or e-mail craimo@dcjs.state.va.us. Any public or private nonprofit transition services provider is invited to make application.

DEPARTMENT OF ENVIRONMENTAL QUALITY

Notice of Public Meeting and Public Comment Cooks Creek and Blacks Run TMDL

The Department of Environmental Quality (DEQ) and the Department of Conservation and Recreation seek written and oral comments from interested persons on the development of Total Maximum Daily Loads (TMDLs) for Cooks Creek and Blacks Run: they are listed on the 1998 § 303(d) TMDL Priority List and Report as impaired due to violations of the state's water quality standards for Fecal Coliform and Violation of the General Standard (Benthics). The Cooks Creek stream segment begins at the headwaters and continues to the confluence with the North River. The segment is 13.32 miles in length and is listed for Fecal Coliform and violation of the General Standard (Benthics). TMDLs will be developed for both impairments (Fecal Coliform and Benthics). The Blacks Run segment is 10.74 miles in length: it begins at the headwaters and ends at the confluence with Cooks Creek. This segment is listed for violation of the General Standard and for Fecal Coliform. This group of TMDLs only covers the Benthic portion of the impairments in Blacks Run.

Section 303(d) of the Clean Water Act and § 62.1-44.19:7 C of the Code of Virginia require DEQ to develop TMDLs for pollutants responsible for each impaired water contained in Virginia's § 303(d) TMDL Priority List and Report.

The first public meeting on the development of these TMDLs will be held on Thursday, February 22, 2001, 7 p.m. at the Pence Middle School Auditorium on Bowman Road in Dayton, Virginia.

The public comment period will end on March 9, 2001. Fact sheets on the development of the TMDLs on Cooks Creek and Blacks Run are available upon request. Questions or information requests should be addressed to Rod Bodkin. Written comments should include the name, address, and telephone number of the person submitting the comments and should be sent to Rod Bodkin, Department of Environmental Quality, 4411 Early Road, Harrisonburg, Virginia 22801, telephone (540) 574-7801, Fax (540) 574-7878, or e-mail rvbodkin@deq.state.va.us.

COMMISSION ON LOCAL GOVERNMENT

Schedule of Assessments of Mandates on Local Government

Pursuant to the provisions of §§ 2.1-7.1 and 15.2-2903 (6) of the Code of Virginia, the following schedule, established by the Commission on Local Government and approved by the Secretary of Administration and Governor Gilmore, represents the timetable that the listed executive agencies will following conducting their assessments of certain state and federal mandates on local governments that they administer. Such mandates are either new, newly identified, or have been previously assessed more than four years ago. In conducting these assessments, agencies will follow the process established by Executive Memorandum 1-98 which became effective October 13, 1998, succeeding Executive Memorandum 5-94. These mandates are catalogued in the 1999 Catalog of State and Federal Mandates on Local Government as published by the Commission on Local Government.

For further information call Larry McMillan, Senior Policy Analyst, Commission on Local Government at 786-6508.

AGENCY/MANDATE SHORT TITLE	CODE NUMBER	ASSESSMENT PERIOD
Department of Agriculture and Consumer Services		
Plastic Pesticide Container Recycling Grant	SCT.VDACS007	2/1/01 to 3/31/01
Chesapeake Bay Local Assistance Department		
Chesapeake Bay Preservation Area Designation	SNR.CBLAD001	2/1/02 to 4/30/02
Comprehensive Plan Requirements in Tidewater	SNR.CBLAD002	2/1/02 to 4/30/02
Zoning Ordinance Requirements in Tidewater	SNR.CBLAD003	2/1/02 to 4/30/02
Development Review Requirements in Tidewater	SNR.CBLAD004	2/1/02 to 4/30/02
Subdivision Ordinance Requirements in Tidewater	SNR.CBLAD005	2/1/02 to 4/30/02
Erosion Ordinance Requirements in Tidewater	SNR.CBLAD006	2/1/02 to 4/30/02
Land Development Requirements in Tidewater	SNR.CBLAD007	2/1/02 to 4/30/02
Compensation Board		
Jail Revenues and Expenditure Reporting	SOA.CB005	2/1/01 to 3/31/01
Department of Conservation and Recreation		
Federal Clean Water Act-Sec 319 Nonpoint Source Pollution	SNR.DCR011	4/1/01 to 6/30/01
Virginia Land Conservation Foundation Grants	SNR.DCR012	4/1/01 to 6/30/01
Department of Education		
Superintendent Required	SOE.DOE001	2/1/01 to 3/31/01
No Child Abuse/Molestation Offense Certification Req'd	SOE.DOE003	5/1/01 to 6/30/01
Teacher License Required	SOE.DOE004	5/1/01 to 6/30/01
Licensed Principals and Assistant Principals	SOE.DOE005	5/1/01 to 6/30/01
Teacher Enrollment in Virginia Retirement System	SOE.DOE007	5/1/01 to 7/31/01
Annual Report to State by School Board	SOE.DOE015	5/1/01 to 7/31/01
Records of Non-Resident Students with Disabilities	SOE.DOE016	7/1/01 to 9/30/01
Verification of Student Immunization	SOE.DOE018	7/1/01 to 9/30/01
Triennial Census	SOE.DOE020	8/1/01 to 9/30/01
Provision of Free Education	SOE.DOE022	8/1/01 to 9/30/01
Provision of Free Textbooks	SOE.DOE023	9/1/01 to 10/31/01
Length of School Term	SOE.DOE025	9/1/01 to 10/31/01
Elementary & Secondary Education Act Chap. 2 Funds	SOE.DOE031	2/1/01 to 3/31/01
Access to Vacation School or Summer Camp	SOE.DOE033	10/1/01 to 12/31/01
School Bus Safety Standards	SOE.DOE037	10/1/01 to 12/31/01

General Notices/Errata

Transportation for Non-handicapped Children	SOE.DOE038	1/1/02 to 3/30/02
School Breakfast Program Standards	SOE.DOE039	1/1/02 to 3/30/02
National School Lunch Program	SOE.DOE040	2/1/02 to 4/30/02
Special Milk Program	SOE.DOE041	2/1/02 to 4/30/02
Regulation of Food and Drink Sales	SOE.DOE042	2/1/02 to 4/30/02
Requirement of School Breakfast Programs	SOE.DOE043	3/1/02 to 4/30/02
Moral Education	SOE.DOE049	3/1/02 to 4/30/02
Nondiscrimination in Vocational Education	SOE.DOE064	10/1/01 to 12/31/01
Special Education Program Standards	SOE.DOE074	5/1/01 to 7/31/01
School Maintenance	SOE.DOE092	4/1/01 to 5/31/01
Notification to Parents of Students with Vision/Hearing Impairments	SOE.DOE093	4/1/01 to 6/30/01
Virginia Public School Construction Grants	SOE.DOE104	4/1/01 to 6/30/01

State Board of Elections

Electoral Board and Registrar Required	SOA.SBE002	2/1/02 to 4/30/02
Assistance for Disabled and Elderly at Polling Place	SOA.SBE003	2/1/02 to 4/30/02

Department of Environmental Quality

Solid Waste Management Facility Operator Certification	SNR.DEQ005	3/1/01 to 5/31/01
Solid Waste Management Facility Permit	SNR.DEQ006	3/1/01 to 5/31/01
Yardwaste Composting	SNR.DEQ009	3/1/01 to 5/31/01
Litter Receptacles in Public Places	SNR.DEQ011	3/1/01 to 5/31/01
Fees for Solid Waste Management Facility Permits	SNR.DEQ012	3/1/01 to 5/31/01
Hazardous Waste Management Requirements	SNR.DEQ016	3/1/01 to 5/31/01
Virginia Pollution Discharge Elimination Permit	SNR.DEQ020	7/1/01 to 9/30/01
Virginia Water Protection Permit	SNR.DEQ021	7/1/01 to 9/30/01
Virginia Pollution Abatement Permit	SNR.DEQ022	7/1/01 to 9/30/01
Ground Water Withdrawal Permit	SNR.DEQ023	7/1/01 to 9/30/01
Surface Water Withdrawal Permit	SNR.DEQ024	7/1/01 to 9/30/01
Exceptional Waters Notification	SNR.DEQ033	7/1/01 to 9/30/01

Department of Health

Emergency Medical Services Funds Report	SHHR.VDH025	4/1/01 to 6/30/01
Rescue Squad Assistance Fund	SHHR.VDH026	4/1/01 to 6/30/01
Variances and Exemptions for Rescue Squads	SHHR.VDH027	4/1/01 to 6/30/01

Department of Mental Health, Mental Retardation Substance Abuse Services

Development of Comprehensive State Plan	SHHR.DMHMRSAS009	5/1/01 to 6/30/01
Involvement of Consumers and Family Members	SHHR.DMHMRSAS010	12/1/01 to 1/31/02
Predischarge Planning	SHHR.DMHMRSAS011	7/1/01 to 9/30/01
Annual Performance Contract	SHHR.DMHMRSAS012	10/1/01 to 11/30/01
Dispute Resolution	SHHR.DMHMRSAS013	2/1/02 to 4/30/02
Chief Administrative Officer	SHHR.DMHMRSAS014	2/1/01 to 4/30/01

Department of Motor Vehicles

Community Traffic Safety Grant	STO.DMV003	4/1/01 to 6/30/01
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General Notices/Errata

STATE WATER CONTROL BOARD

Proposed Consent Special Order Belding Hausman Incorporated/Weldon Mill

The State Water Control Board proposes to issue a consent special order to Belding Hausman Incorporated/Weldon Mill to resolve certain alleged violations of environmental laws and regulations occurring at their facility in Greensville County, Virginia. The proposed order requires payment of a civil charge.

On behalf of the State Water Control Board, the Department of Environmental Quality will receive for 30 days from the date of publication of this notice written comments related to the proposed consent special order. Comments should be addressed to Frank Lupini, Department of Environmental Quality, Piedmont Regional Office, 4949-A Cox Road, Glen Allen, Virginia 23060-6295; or sent to the email address of felupini@deq.state.va.us. All comments received by email must include name, address and phone number. A copy of the order may be obtained in person or by mail from the above office.

Proposed Consent Special Order Boonsboro Country Club

The State Water Control Board (SWCB) proposes to issue a consent special order (CSO) to Boonsboro Country Club regarding settlement of a civil enforcement action related to compliance with the Permit Regulation, 9 VAC 25-31-10 et seq. On behalf of the SWCB, the department will consider written comments relating to this settlement for 30 days after the date of publication of this notice. Comments should be addressed to Robert Steele, Department of Environmental Quality, West Central Regional Office, 3019 Peters Creek Road, NW, Roanoke, VA 24019.

The final CSO may be examined at the department during regular business hours. Copies are available from Mr. Steele at the address above or by calling (540) 562-6777.

Proposed Consent Special Order Bridor Enterprises, Inc. - Fairfield Square

The State Water Control Board proposes to enter into a consent special order with Bridor Enterprises, Inc. to resolve violations of the State Water Control Law and regulations at the Fairfield Square wastewater treatment plant in Rockbridge County. The Fairfield Square plant discharges treated wastewater to an unnamed tributary to Marlbrook Creek in the Upper James River basin.

Since April 1998 this facility has experienced difficulty complying with the permits effluent limitations for BOD and TKN.

The proposed consent special order settles the outstanding Notice of Violation and incorporates a schedule of compliance to upgrade the facility to meet final effluent limitations. The order also assesses a civil charge for the violations.

The board will receive written comments relating to the proposed consent special order for 30 days from the date of publication of this notice. Comments should be addressed to Steven W. Hetrick, Department of Environmental Quality, Post Office Box 3000, Harrisonburg, Virginia 22801, and should refer to the consent special order.

The proposed order may be examined at the Department of Environmental Quality, Valley Regional Office, 4411 Early Road, Harrisonburg, Virginia 22801. A copy of the order may be obtained in person or by mail from this office.

Proposed Consent Special Order Empire Management and Development Woodbrook Shopping Center

The State Water Control Board proposes to enter into a consent special order with Empire Management and Development to resolve violations of the State Water Control Law and regulations at the Woodbrook Shopping Center pump station in Albemarle County.

On July 13, 2000, DEQ staff conducted an investigation of an apparent ongoing discharge of sewage from the pump station facility. DEQ found that the facility was experiencing an unpermitted discharge to state waters resulting from a pump failure in the pump station. This discharge of raw sewage entered an unnamed tributary to the South Fork of the Rivanna River. DEQ staff also conducted stream sampling that demonstrated that the fecal coliform water quality standards were exceeded in the unnamed tributary to the South Fork of the Rivanna River below the pump station's overflow point. The fecal coliform water quality exceedance is directly attributed to the discharge of sewage into the stream. The results of this inspection indicated that the unnamed tributary to the South Fork of the Rivanna River had been adversely impacted by the pump station's discharge.

The proposed consent special order settles the outstanding Notice of Violation and incorporates a schedule of compliance to upgrade the facility. The order also assesses a civil charge for the violations.

The board will receive written comments relating to the proposed consent special order for 30 days from the date of publication of this notice. Comments should be addressed to Steven W. Hetrick, Department of Environmental Quality, Post Office Box 3000, Harrisonburg, Virginia 22801, and should refer to the consent special order.

The proposed order may be examined at the Department of Environmental Quality, Valley Regional Office, 4411 Early Road, Harrisonburg, Virginia 22801. A copy of the order may be obtained in person or by mail from this office.

Proposed Consent Special Order Town of Hamilton

The State Water Control Board (board) proposes to issue an amended consent special order (order) to the Town of Hamilton (town) regarding the Hamilton water treatment plant (WTP) located in Loudoun County, Virginia.

The Hamilton WTP is subject to VPDES Permit No. VA0070173. The amended order includes a construction schedule for the connection of the Hamilton WTP's outfall 002 to the Hamilton sewage treatment plant and provides interim limits for total suspended solids and total residual chlorine until the connection is completed.

On behalf of the board, the Department of Environmental Quality's Northern Virginia Regional Office will receive comments relating to the decree through March 14, 2001. Please address comments to Elizabeth Anne Crosier, Northern Virginia Regional Office, Department of Environmental Quality, 13901 Crown Court, Woodbridge, Virginia 22193. Please address comments sent via e-mail to eacrosier@deq.state.va.us. In order to be considered, comments provided by e-mail must include the commenter's name, address, and telephone number. Please write or visit the Woodbridge address, or call (703) 583-3886 in order to obtain or examine a copy of the consent decree.

Proposed Consent Special Order Iluka Resources Inc.

The State Water Control Board proposes to issue a consent special order to Iluka Resources Incorporated to resolve certain alleged violations of environmental laws and regulations occurring at their facility in Sussex County, Virginia. The proposed order requires Iluka Resources Incorporated to pay a \$18,600 civil penalty and comply with a proposed supplementary environmental project in Sussex and Dinwiddie Counties.

On behalf of the State Water Control Board, the Department of Environmental Quality will receive for 30 days from the date of publication of this notice written comments related to the proposed consent special order. Comments should be addressed to Frank Lupini, Department of Environmental Quality, Piedmont Regional Office, 4949-A Cox Road, Glen Allen, Virginia 23060-6295; or sent to the email address of felupini@deq.state.va.us. All comments received by email must include name, address and phone number. A copy of the order may be obtained in person or by mail from the above office.

Proposed Consent Special Order Town of Lovettsville

The State Water Control Board (board) proposes to issue an amended special order by consent (order) to the Town of Lovettsville (town) regarding the Lovettsville sewage treatment plant (STP), located in Loudoun County, Virginia.

The Lovettsville STP is subject to VPDES Permit No. VA0023183. The amended order extends the time required to complete construction of a new STP, but not later than December 31, 2001. In addition, the amended order modifies existing interim effluent limits while the construction of a new STP is in progress. The town has agreed to the issuance of the amended order.

On behalf of the board, the Department of Environmental Quality's Northern Virginia Regional Office will receive written

comments relating to the amended order through March 14, 2001. Please address comments to Douglas E. Washington, Northern Virginia Regional Office, Department of Environmental Quality, 13901 Crown Court, Woodbridge, Virginia 22193. Please address comments sent via e-mail to dewashington@deq.state.va.us. In order to be considered, comments provided by e-mail must include the commenter's name, address, and telephone number. Please write or visit the Woodbridge address, or call (703) 583-3888, in order to obtain or examine a copy of the amended special order by consent.

Proposed Consent Special Order Omega Protein Inc.

The State Water Control Board proposes to issue a consent special order to Omega Protein Incorporated to resolve certain alleged violations of environmental laws and regulations occurring at their facility in Northumberland County, Virginia. The proposed order requires Omega Protein Incorporated to pay a \$18,600 civil charge.

On behalf of the State Water Control Board, the Department of Environmental Quality will receive for 30 days from the date of publication of this notice written comments related to the proposed consent special order. Comments should be addressed to Frank Lupini, Department of Environmental Quality, Piedmont Regional Office, 4949-A Cox Road, Glen Allen, Virginia 23060-6295; or sent to the email address of felupini@deq.state.va.us. All comments received by email must include name, address and phone number. A copy of the order may be obtained in person or by mail from the above office.

Proposed Consent Special Order Town of Tangier

The State Water Control Board (SWCB) proposes to issue a consent special order (CSO) to the Town of Tangier regarding settlement of a civil enforcement action related to compliance with the Permit Regulation, 9 VAC 25-31-10 et seq. and § 62.1-44.5 of the Code of Virginia. On behalf of the SWCB, the Department of Environmental Quality will consider written comments relating to this settlement for 30 days after the date of publication of this notice. Comments can be e-mailed to mrnold@deq.state.va.us or mailed to Maria R. Nold, DEQ Tidewater Regional Office, 5636 Southern Boulevard, Virginia Beach, Virginia 23462.

All comments must include the author's name, address, and telephone number.

The CSO may be examined at the department during regular business hours. Copies are available from Maria Nold at the address above or by calling (757) 518-2173.

General Notices/Errata

VIRGINIA CODE COMMISSION

Notice to State Agencies

Mailing Address: Virginia Code Commission, 910 Capitol Street, General Assembly Building, 2nd Floor, Richmond, VA 23219. You may FAX in your notice; however, we ask that you FAX two copies and do not follow up with a mailed copy. Our FAX number is: (804) 692-0625.

Forms for Filing Material for Publication in *The Virginia Register of Regulations*

All agencies are required to use the appropriate forms when furnishing material for publication in *The Virginia Register of Regulations*. The forms may be obtained from: Virginia Code Commission, 910 Capitol Street, General Assembly Building, 2nd Floor, Richmond, VA 23219, telephone (804) 786-3591.

Internet: Forms and other *Virginia Register* resources may be printed or downloaded from the *Virginia Register* web page:

<http://legis.state.va.us/codecomm/register/regindex.htm>

FORMS:

NOTICE of INTENDED REGULATORY ACTION - RR01
NOTICE of COMMENT PERIOD - RR02
PROPOSED (Transmittal Sheet) - RR03
FINAL (Transmittal Sheet) - RR04
EMERGENCY (Transmittal Sheet) - RR05
NOTICE of MEETING - RR06
AGENCY RESPONSE TO LEGISLATIVE OBJECTIONS
- RR08

CALENDAR OF EVENTS

Symbol Key

-  Location accessible to persons with disabilities
 Teletype (TTY)/Voice Designation

NOTICE

Only those meetings which are filed with the Registrar of Regulations by the filing deadline noted at the beginning of this publication are listed. Since some meetings are called on short notice, please be aware that this listing of meetings may be incomplete. Also, all meetings are subject to cancellation and the *Virginia Register* deadline may preclude a notice of such cancellation. If you are unable to find a meeting notice for an organization in which you are interested, please check the Commonwealth Calendar at www.vipnet.org or contact the organization directly.

For additional information on open meetings and public hearings held by the standing committees of the legislature during the interim, please call Legislative Information at (804) 698-1500 or Senate Information and Constituent Services at (804) 698-7410 or (804) 698-7419/TTY, or visit the General Assembly web site's Legislative Information System (<http://leg1.state.va.us/lis.htm>) and select "Meetings."

VIRGINIA CODE COMMISSION

EXECUTIVE

Richmond, VA 23219, telephone (804) 786-3538, FAX (804) 371-2945, e-mail jknight@vdacs.state.va.us.

VIRGINIA AGRICULTURAL COUNCIL

† **March 26, 2001 - 9 a.m.** -- Open Meeting

† **March 27, 2001 - 9 a.m.** -- Open Meeting

Holiday Inn Monticello, 1200 Fifth Street, Charlottesville, Virginia. (Interpreter for the deaf provided upon request)

A two-day meeting to hear and act upon agricultural project proposals for financial assistance through the Virginia Agricultural Council. The council will entertain public comment at the conclusion of all other business for a period not to exceed 30 minutes. Any person who needs any accommodation in order to participate at the meeting should contact Thomas Yates at least five days before the meeting date so that suitable arrangements can be made.

Contact: Thomas R. Yates, Assistant Secretary, Department of Agriculture and Consumer Services, 1100 Bank Street, 5th Floor, Room 509, Richmond, VA, telephone (804) 786-6060, FAX (804) 371-8372, (800) 828-1120/TTY 

DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES

† **March 15, 2001 - 9 a.m.** -- Open Meeting

Washington Building, 1100 Bank Street, 2nd Floor, Board Room, Richmond, Virginia.

A meeting to discuss issues related to Virginia agriculture and consumer services. The board may discuss any regulation under its authority. The board will entertain public comment at the conclusion of all other business for a period not to exceed 30 minutes. Any person who needs any accommodation in order to participate at the meeting should contact the board's secretary at least five days before the meeting date so that suitable arrangements can be made.

Contact: Roy Seward, Board Secretary, Board of Agriculture and Consumer Services, Washington Bldg., 1100 Bank St.,

Virginia Bright Flue-Cured Tobacco Board

February 23, 2001 - 9:30 a.m. -- Open Meeting

Sheldon's Restaurant, Business Route 15 and 360, Keysville, Virginia.

The board will meet to consider funding proposals for research, promotion, and education projects pertaining to Virginia flue-cured tobacco and other business that may come before the board. The board will entertain public comment at the conclusion of all other business for a period not to exceed 30 minutes. Any person who needs any accommodation in order to participate at the meeting should contact the person identified in this notice at least five days before the meeting date so that suitable arrangements can be made.

Contact: D. Stanley Duffer, Secretary, Virginia Bright Flue-Cured Tobacco Board, P.O. Box 129, Halifax, VA 24558, telephone (804) 572-4568, FAX (804) 572-8234.

Virginia Cattle Industry Board

February 21, 2001 - 10:30 a.m. -- Open Meeting

The Homestead, Hot Springs, Virginia.

A regular business meeting to approve the minutes from the November 2000 meeting, in addition to reviewing the financial statement for the fiscal year 99-00 and finances from October 1, 2000 through February 1, 2001. Staff will give program updates for the state and national level checkoff activities. Election of chairperson(s) will take place as well as appointments to committees for the newly appointed board members. The board will entertain public comment at the conclusion of all other business for a period not to exceed 30 minutes. Any person who needs any accommodation in order to participate at the meeting should contact the person identified in this notice at least five days before the meeting date so that suitable arrangements can be made.

Calendar of Events

Contact: Reginald B. Reynolds, Executive Director, Virginia Cattle Industry Board, P.O. Box 9, Daleville, VA 24083, telephone (540) 992-1992, FAX (540) 992-4632.

Virginia Cotton Board

March 8, 2001 - 9 a.m. -- Open Meeting
Airfield Conference Center, 15189 Airfield Road, Wakefield, Virginia. ♿

A meeting to include discussions and possible approval of contractual arrangements with national and regional organizations, reports of programs and projects funded over the past year, hearing of project proposal grant requests on cotton by VPI and SU, VSU, and other groups for the year 2001. During the meeting, financial reports will be heard and approved if appropriate. The board will entertain public comment at the conclusion of all other business for a period not to exceed 30 minutes. Any person who needs any accommodation in order to participate at the meeting should contact Gail Moody-Milteer at least five days before the meeting date so that suitable arrangements can be made.

Contact: Gail Moody-Milteer, Program Director, Virginia Cotton Board, 1100 Armory Dr., Suite 120, Franklin, VA, telephone (757) 569-1100, FAX (757) 562-6104.

Virginia Sheep Industry Board

† February 26, 2001 - 10 a.m. -- Open Meeting
Virginia Horse Center, 487 Maury River Road, Lexington, Virginia. ♿

The board will hear reports on the following: State Fair Carcass Lamb Show, Virginia Junior Show Lamb Association, VA-NC Shepherd's Symposium. The board will receive all project proposals and act on requests for the 2001-2002 fiscal year. A 2001-2002 budget will be adopted. The board will entertain public comment at the conclusion of all other business for a period not to exceed 30 minutes. Any person who needs any accommodation in order to participate at the meeting should contact the person identified in this notice at least five days before the meeting date so that suitable arrangements can be made.

Contact: Mike Carpenter, Program Director, Department of Agriculture and Consumer Services, Livestock Marketing Services, VDACS, 116 Reservoir Street, Harrisonburg, VA, telephone (540) 434-0779, FAX (540) 434-5607.

STATE AIR POLLUTION CONTROL BOARD

February 16, 2001 - 9 a.m. -- Open Meeting
Main Street Centre, 600 East Main Street, Lower Level Conference Room, Richmond, Virginia. ♿

A public meeting to receive comments on and to discuss the State Air Pollution Control Board's notice of intent to adopt a new regulation for mobile sources that meets

current air quality needs and to repeal the existing regulation for mobile sources.

Contact: Kathleen Sands, Policy Analyst, Department of Environmental Quality, P.O. Box 10009, Richmond, VA 23240, telephone (804) 698-4413, FAX (804) 698-4510, (804) 698-4021/TTY ♿, e-mail krsands@deq.state.va.us.

† May 3, 2001 - 10 a.m. -- Public Hearing
Main Street Centre, 600 East Main Street, Lower Level, Conference Room, Richmond, Virginia.

† June 12, 2001 - Public comments may be submitted until this date.

Notice is hereby given in accordance with § 9-6.14:7.1 of the Code of Virginia that State Air Pollution Control Board intends to amend regulations entitled: **9 VAC 5-40-10 et seq. Existing Stationary Sources (Rev. A99)**. Article 4 provides a legal mechanism whereby the board is required to make source specific Reasonable Available Control Technology (RACT) determinations for all currently known major sources subject to source specific No_x RACT requirements under the federal Clean Air Act. Amendments are being proposed to delete the provisions that address seasonal applicability, certain exemptions and the emission allocation system.

Article 8 establishes emission limits along with compliance testing, monitoring, recordkeeping and reporting requirements for fuel burning equipment. Amendments are being proposed to establish an emissions rate limit for nitrogen oxides for electric generating units and nonelectric generating units and create a compliance averaging plan to provide flexibility for the sources subject to the regulation.

Statutory Authority: § 10.1-1308 of the Code of Virginia.

Public comments may be submitted until June 12, 2001, to Director, Office of Air Regulatory Development, Department of Environmental Quality, P.O. Box 10009, Richmond, VA 23240.

Contact: Mary E. Major, Environmental Program Manager, Office of Air Regulatory Development, Department of Environmental Quality, P.O. Box 10009, Richmond, VA 23240, telephone (804) 698-4423, FAX (804) 698-4510, toll-free 1-800-592-5482 or (804) 698-4021/TTY ♿

ALCOHOLIC BEVERAGE CONTROL BOARD

February 13, 2001 - 10:30 a.m. -- Open Meeting
Department of Alcoholic Beverage Control, 2901 Hermitage Road, Richmond, Virginia. ♿ (Interpreter for the deaf provided upon request)

A meeting of the board to receive public comment on a proposal it received from the Virginia Beer Wholesalers Association recommending the board repeal the current provision of its regulations forbidding the use of present

or former athletes or athletic teams in alcoholic beverage advertising.

Contact: W. Curtis Coleburn, Secretary to the Board, Department of Alcoholic Beverage Control, P.O. Box 27491, Richmond, VA 23261, telephone (804) 213-4409, FAX (804) 213-4411, (804) 213-4687/TTY ☎

BOARD OF ARCHITECTS, PROFESSIONAL ENGINEERS, LAND SURVEYORS, CERTIFIED INTERIOR DESIGNERS AND LANDSCAPE ARCHITECTS

February 14, 2001 - 9 a.m. -- Open Meeting
Department of Professional and Occupational Regulation, 3600 West Broad Street, Richmond, Virginia. ♿ (Interpreter for the deaf provided upon request)

A meeting of the Land Surveyors section. Persons desiring to participate in the meeting and requiring special accommodations or interpreter services should contact the department at least 10 days prior to the meeting so that suitable arrangements can be made. The department fully complies with the Americans with Disabilities Act.

Contact: Mark N. Courtney, Assistant Director, Department of Professional and Occupational Regulation, 3600 W. Broad St., Richmond, VA 23230-4917, telephone (804) 367-8514, FAX (804) 367-2475, (804) 367-9753/TTY ☎, e-mail apelsla@dpor.state.va.us.

February 21, 2001 - 9 a.m. -- Open Meeting
Department of Professional and Occupational Regulation, 3600 West Broad Street, Richmond, Virginia. ♿ (Interpreter for the deaf provided upon request)

A meeting of the Landscape Architects section. Persons desiring to participate in the meeting and requiring special accommodations or interpreter services should contact the department at least 10 days prior to the meeting so that suitable arrangements can be made. The department fully complies with the Americans with Disabilities Act.

Contact: Mark N. Courtney, Assistant Director, Department of Professional and Occupational Regulation, 3600 W. Broad St., Richmond, VA 23230-4917, telephone (804) 367-8514, FAX (804) 367-2475, (804) 367-9753/TTY ☎, e-mail apelsla@dpor.state.va.us.

February 28, 2001 - 9 a.m. -- Open Meeting
Department of Professional and Occupational Regulation, 3600 West Broad Street, Richmond, Virginia. ♿ (Interpreter for the deaf provided upon request)

A meeting of the Certified Interior Designers section. Persons desiring to participate in the meeting and requiring special accommodations or interpreter services should contact the department at least 10 days prior to the meeting so that suitable arrangements can be made. The department fully complies with the Americans with Disabilities Act.

Contact: Mark N. Courtney, Assistant Director, Department of Professional and Occupational Regulation, 3600 W. Broad St., Richmond, VA 23230-4917, telephone (804) 367-8514, FAX (804) 367-2475, (804) 367-9753/TTY ☎, e-mail apelsla@dpor.state.va.us.

March 7, 2001 - 9 a.m. -- Open Meeting
Department of Professional and Occupational Regulation, 3600 West Broad Street, Richmond, Virginia. ♿ (Interpreter for the deaf provided upon request)

A meeting to conduct board business. Persons desiring to participate in the meeting and requiring special accommodations or interpreter services should contact the department at least 10 days prior to the meeting so that suitable arrangements can be made. The department fully complies with the Americans with Disabilities Act.

Contact: Mark N. Courtney, Assistant Director, Department of Professional and Occupational Regulation, 3600 W. Broad St., Richmond, VA 23230-4917, telephone (804) 367-8514, FAX (804) 367-2475, (804) 367-9753/TTY ☎, e-mail apelsla@dpor.state.va.us.

† March 16, 2001 - 9 a.m. -- Open Meeting
Department of Professional and Occupational Regulation, 3600 West Broad Street, Richmond, Virginia. ♿ (Interpreter for the deaf provided upon request)

A meeting to discuss changes to the board's regulations regarding photogrammetrists and to conduct board business. Persons desiring to participate in the meeting and requiring special accommodations or interpreter services should contact the department at least 10 days prior to the meeting so that suitable arrangements can be made. The department fully complies with the Americans with Disabilities Act.

Contact: Mark N. Courtney, Assistant Director, Department of Professional and Occupational Regulation, 3600 W. Broad St., Richmond, VA 23230-4917, telephone (804) 367-8514, FAX (804) 367-2475, (804) 367-9753/TTY ☎, e-mail apelsla@dpor.state.va.us.

ART AND ARCHITECTURAL REVIEW BOARD

March 2, 2001 - 10 a.m. - Open Meeting
April 6, 2001 - 10 a.m. -- Open Meeting
† May 4, 2001 - 10 a.m. -- Open Meeting
Science Museum of Virginia, 2500 West Broad Street, Forum Room, Richmond, Virginia. ♿ (Interpreter for the deaf provided upon request)

A monthly meeting to review projects submitted by state agencies.

Contact: Richard L. Ford, AIA, Chairman, Art and Architectural Review Board, 1011 E. Main St., Room 221, Richmond, VA 23219, telephone (804) 643-1977, FAX (804) 643-1981, (804) 786-6152/TTY ☎

Calendar of Events

BOARD FOR ASBESTOS AND LEAD

February 15, 2001 - 10 a.m. -- Open Meeting
Department of Professional and Occupational Regulation,
3600 West Broad Street, Conference Room 5W, Richmond,
Virginia. 

A meeting to discuss routine business. A public comment period will be held at the beginning of the meeting.

Contact: David E. Dick, Assistant Director, Department of Professional and Occupational Regulation, 3600 W. Broad St., Richmond, Virginia 23230, telephone (804) 367-2648, FAX (804) 367-6128, (804) 367-9753/TTY , e-mail asbestos@dpor.state.va.us.

ASSISTIVE TECHNOLOGY LOAN FUND AUTHORITY

February 15, 2001 - 10 a.m. -- Open Meeting
Department of Rehabilitative Services, 8004 Franklin Farms Drive, Richmond, Virginia.  (Interpreter for the deaf provided upon request)

The Board of Directors will hold its monthly meeting to review loan applications for assistive technology. Following the business meeting, the board will meet in closed session to maintain confidentiality of customer information.

Contact: Shilpa Joshi, Assistive Technology Loan Fund Authority, Box K091, Richmond, VA 23288, telephone (804) 662-9000, FAX (804) 662-9533, toll-free (800) 552-5019, (804) 662-9000/TTY , e-mail loanfund@erols.com.

COMPREHENSIVE SERVICES FOR AT-RISK YOUTH AND FAMILIES

State Executive Council

February 28, 2001 - 9 a.m. -- Open Meeting
March 28, 2001 - 9 a.m. -- Open Meeting
April 25, 2001 - 9 a.m. -- Open Meeting
Department of Social Services, 730 East Broad Street, Lower Level, Richmond, Virginia.  (Interpreter for the deaf provided upon request)

An agenda will be posted on the web a week prior to the meeting.

Contact: Alan G. Saunders, Director, Comprehensive Services for At-Risk Youth and Families, 1604 Santa Rosa Rd., Suite 137, Richmond, VA 23229, telephone (804) 662-9815, FAX (804) 62-9831, e-mail AGS992@central.dss.state.va.us.

BOARD OF AUDIOLOGY AND SPEECH-LANGUAGE PATHOLOGY

February 15, 2001 - 9:30 a.m. -- Open Meeting
Department of Health Professions, 6606 West Broad Street, 5th Floor, Conference Room 3, Richmond, Virginia. 

A general business meeting. Public comment will be received at the beginning of the meeting.

Contact: Elizabeth Tisdale, Executive Director, Board of Audiology and Speech-Language Pathology, 6606 W. Broad St., 4th Floor, Richmond, VA, telephone (804) 662-9111, FAX (804) 662-9523, (804) 662-7197/TTY , e-mail etisdale@dhp.state.va.us.

VIRGINIA AVIATION BOARD

February 13, 2001 - 3 p.m. -- Open Meeting
Bridgewater Airport, Highway 727, Bridgewater, Virginia. 

February 14, 2001 - 9 a.m. -- Open Meeting
Hilton Richmond Airport, 5501 Eubank Road, Sandston, Virginia. 

A regular bimonthly meeting. Application for state funding will be presented to the board and other matters of interest to the aviation community will be discussed. Individuals with disabilities should contact Carolyn Toth 10 days prior to the meeting if assistance is needed.

Contact: Carolyn Toth, Virginia Aviation Board, 5702 Gulfstream Rd., Richmond, VA 23250, telephone (804) 236-3632, (804) 235-3624/TTY 

BOARD FOR BARBERS AND COSMETOLOGY

March 5, 2001 - 8:30 a.m. -- Open Meeting
Department of Professional and Occupational Regulation, 3600 West Broad Street, 4th Floor, Richmond, Virginia.  (Interpreter for the deaf provided upon request)

A meeting to discuss regulatory review and other matters requiring board action, including disciplinary cases. A public comment period will be held at the beginning of the meeting. All meetings are subject to cancellation. The time of the meeting is subject to change. Any person desiring to attend the meeting and requiring special accommodations or interpretative services should contact the department at (804) 367-8590 or (804) 367-9753/TTY at least 10 days prior to the meeting so that suitable arrangements can be made. The department fully complies with the Americans with Disabilities Act.

Contact: Nancy Taylor Feldman, Assistant Director, Department of Professional and Occupational Regulation, 3600 W. Broad St., Richmond, VA 23230, telephone (804) 367-8590, FAX (804) 367-6295, (804) 367-9753/TTY , e-mail barbercosmo@dpor.state.va.us.

DEPARTMENT FOR THE BLIND AND VISION IMPAIRED

† **April 17, 2001 - 1 p.m.** -- Open Meeting

Department for the Blind and Vision Impaired, 397 Azalea Avenue, Richmond, Virginia.  (Interpreter for the deaf provided upon request)

A meeting to review information regarding department activities and operations, review expenditures from the board's endowment fund, and discuss other issues raised for board members.

Contact: Katherine C. Proffitt, Administrative Staff Assistant, Department for the Blind and Vision Impaired, 397 Azalea Ave., Richmond VA 23227-3600, telephone (804) 371-3145, FAX (804) 371-3157, toll-free (800) 622-2155, (804) 371-3140/TTY , e-mail proffikc@dbvi.state.va.us.

Statewide Rehabilitation Council for the Blind

March 3, 2001 - 10 a.m. -- Open Meeting

Department for the Blind and Vision Impaired, 397 Azalea Avenue, Richmond, Virginia.  (Interpreter for the deaf provided upon request)

Council meets quarterly to advise the Department for the Blind and Vision Impaired on matters related to vocational rehabilitation services for the blind and visually impaired citizens of the Commonwealth.

Contact: James G. Taylor, VR Program Director, Department for the Blind and Vision Impaired, 397 Azalea Ave., Richmond, VA 23227, telephone (804) 371-3111, FAX (804) 371-3351, toll-free (800) 622-2155, (804) 371-3140/TTY , e-mail taylorjg@dbvi.state.va.us.

CHARITABLE GAMING COMMISSION

† **March 1, 2001 - 10 a.m.** -- Open Meeting

General Assembly Building, 9th and Broad Streets, House Room C, Richmond, Virginia. 

A regular commission meeting.

Contact: Frances C. Jones, Administrative Staff Assistant, Charitable Gaming Commission, 101 N. 14th St., 17th Floor, Richmond, VA 23219, telephone (804) 786-3914, FAX (804) 786-1079, e-mail jones@cgc.state.va.us.

CHESAPEAKE BAY LOCAL ASSISTANCE BOARD

February 14, 2001 - 10 a.m. -- Open Meeting

Chesapeake Bay Local Assistance Department, James Monroe Building, 101 North 14th Street, 17th Floor, Richmond, Virginia.  (Interpreter for the deaf provided upon request)

The Northern Area Review Committee will review Chesapeake Bay Preservation Area programs for the Northern Area. Persons interested in observing should call the Chesapeake Bay Local Assistance Department to

verify meeting time, location and schedule. No comments from the public will be entertained at the Review Committee meeting, however, written comments are welcome.

Contact: Carolyn J. Elliott, Executive Secretary Sr., Chesapeake Bay Local Assistance Department, James Monroe Bldg., 101 N. 14th St., 17th Floor, Richmond, VA 23219, telephone (804) 371-7505, FAX (804) 225-3447, toll-free (800) 243-7229, (800) 243-7229/TTY , e-mail celliott@cblad.state.va.us.

February 14, 2001 - Noon -- Open Meeting

James Monroe Building, 101 North 14th Street, 17th Floor, Richmond, Virginia.  (Interpreter for the deaf provided upon request)

A meeting of the board's Grants Committee to consider the FY02 Competitive Grants Program applications for funding. No comments from the public will be entertained at the Grants Committee meeting; however, written comments are welcome.

Contact: Margaret H. Reynolds, Grants Program Manager, Chesapeake Bay Local Assistance Department, James Monroe Bldg., 101 N. 14th St., 17th Floor, Richmond, VA 23219, telephone (804) 225-3440, FAX (804) 225-3447, toll-free (800) 243-7229, (804) 243-7229/TTY , e-mail mreynolds@cblad.state.va.us.

February 14, 2001 - 2 p.m. -- Open Meeting

Chesapeake Bay Local Assistance Department, James Monroe Building, 101 North 14th Street, 17th Floor, Richmond, Virginia.  (Interpreter for the deaf provided upon request)

The Southern Area Review Committee will review Chesapeake Bay Preservation Area programs for the Southern Area. Persons interested in observing should call the Chesapeake Bay Local Assistance Department to verify meeting time, location and schedule. No comments from the public will be entertained at the Review Committee meeting, however, written comments are welcome.

Contact: Carolyn J. Elliott, Executive Secretary Sr., Chesapeake Bay Local Assistance Department, James Monroe Bldg., 101 N. 14th St., 17th Floor, Richmond, VA 23219, telephone (804) 371-7505, FAX (804) 225-3447, toll-free (800) 243-7229, (800) 243-7229/TTY , e-mail celliott@cblad.state.va.us.

COMPENSATION BOARD

February 27, 2001 - 11 a.m. -- Open Meeting

Ninth Street Office Building, 202 North 9th Street, 10th Floor, Richmond, Virginia. 

A monthly board meeting.

Contact: Cindy P. Waddell, Administrative Staff Assistant, Compensation Board, P.O. Box 710 Richmond, VA 23218, telephone (804) 786-0786, FAX (804) 371-0235, e-mail cwaddell@scb.state.va.us.

Calendar of Events

DEPARTMENT OF CONSERVATION AND RECREATION

February 15, 2001 - 6 p.m. -- Open Meeting
Lake Anna State Park Visitor Center, 6800 Lawyers Road, Spotsylvania, Virginia. (Interpreter for the deaf provided upon request)

A meeting of the Lake Anna State Park Advisory Committee to review and discuss the final draft of the Lake Anna State Park Master Plan.

Contact: Derral Jones, Planning Bureau Manager, Department of Conservation and Recreation, 203 Governor St., Suite 326, Richmond, VA 23219, telephone (804) 786-9042, FAX (804) 371-7899, e-mail djones@dcr.state.va.us.

Board on Conservation and Development of Public Beaches

March 13, 2001 - 10 a.m. -- Open Meeting
Yorktown, Virginia. (Interpreter for the deaf provided upon request)

A regular business meeting.

Contact: Leon E. App, Acting Deputy Director, Department of Conservation and Recreation, 203 Governor St., Suite 302, Richmond, VA 23219, telephone (804) 786-6124, FAX (804) 786-6141, e-mail leonapp@dcr.state.va.us.

Virginia Soil and Water Conservation Board

March 15, 2001 - 9 a.m. -- Open Meeting
Department of Forestry, Charlottesville, Virginia. (Interpreter for the deaf provided upon request)

A regular business meeting.

Contact: Leon E. App, Acting Deputy Director, Department of Conservation and Recreation, 203 Governor St., Suite 302, Richmond, VA 23219, telephone (804) 786-6124, FAX (804) 786-6141, e-mail leonapp@dcr.state.va.us.

BOARD FOR CONTRACTORS

† **February 21, 2001 - 9 a.m.** -- Open Meeting
Department of Professional and Occupational Regulation, 3600 West Broad Street, 4th Floor, Richmond, Virginia. (Interpreter for the deaf provided upon request)

A regularly scheduled meeting of the board to address policy and procedural issues, review and render case decisions on matured complaints against licensees, and other matters which may require board action. The meeting is open to the public, however, a portion of the board's business may be discussed in a closed meeting. The department fully complies with the Americans for Disabilities Act. Persons desiring to participate in the meeting and requiring special accommodations or interpreter services should contact Nancy Taylor Feldman.

Contact: Nancy Taylor Feldman, Assistant Director, Department of Professional and Occupational Regulation, 3600 W. Broad St., Richmond, VA 23230-4917, telephone (804) 367-2785, FAX (804) 367-2474, (804) 367-9753/TTY, e-mail contractors@dpor.state.va.us.

February 21, 2001 - 2 p.m. -- Public Hearing
Department of Professional and Occupational Regulation, 3600 West Broad Street, Richmond, Virginia.

March 5, 2001 - Public comments may be submitted until this date.

Notice is hereby given in accordance with § 9-6.14:7.1 of the Code of Virginia that the Board for Contractors intends to amend regulations entitled: **18 VAC 50-22-10 et seq. Board for Contractors Regulations.** The purpose of the proposed action is to amend existing regulations governing the licensure of Class A, B, and C contractors to clarify the definitions section; clarify entry requirements; and modify the procedures and provisions regarding renewal, reinstatement, and the standards of practice and conduct.

Statutory Authority: §§ 54.1-201 and 54.1-1102 of the Code of Virginia.

Contact: Nancy Taylor Feldman, Assistant Director, Department of Professional and Occupational Regulation, 3600 W. Broad St., Richmond, VA 23230-4917, telephone (804) 367-2785, FAX (804) 367-2474 or (804) 367-9753/TTY, e-mail contractors@dpor.state.va.us.

BOARD OF CORRECTIONAL EDUCATION

February 16, 2001 - 10 a.m. -- Open Meeting
James Monroe Building, 101 North 14th Street, 7th Floor, Richmond, Virginia. (Interpreter for the deaf provided upon request)

A meeting to discuss general business.

Contact: Patricia Ennis, Board Clerk, Board of Correctional Education, 101 N. 14th St., Richmond, VA 23219, telephone (804) 225-3314, FAX (804) 786-7642, (804) 371-8647/TTY, e-mail paennis@dce.state.va.us.

BOARD OF CORRECTIONS

February 13, 2001 - 10 a.m. -- Open Meeting
Board of Corrections, 6900 Atmore Drive, Board Room, Richmond, Virginia. (Interpreter for the deaf provided upon request)

A meeting of the Correctional Services/Policy and Regulations Committee to discuss correctional services/policy and regulations matters for possible presentation to the full board.

Contact: Barbara Reyes, Executive Secretary, Department of Corrections, 6900 Atmore Dr., Richmond, VA 23225,

telephone (804) 674-3288, FAX (804) 674-3509, e-mail reyesbb@vadoc.state.va.us.

February 14, 2001 - 8:30 a.m. -- Open Meeting
Board of Corrections, 6900 Atmore Drive, Board Room, Richmond, Virginia. 

A meeting of the Administration Committee to discuss administrative matters for possible presentation to the full board.

Contact: Barbara Reyes, Executive Secretary, Department of Corrections, 6900 Atmore Dr., Richmond, VA 23225, telephone (804) 674-3288, FAX (804) 674-3509, e-mail reyesbb@vadoc.state.va.us.

February 14, 2001 - 10 a.m. -- Open Meeting
Board of Corrections, 6900 Atmore Drive, Board Room, Richmond, Virginia. 

A meeting to discuss matters that may be presented to the full board.

Contact: Barbara Reyes, Executive Secretary, Department of Corrections, 6900 Atmore Dr., Richmond, VA 23225, telephone (804) 674-3288, FAX (804) 674-3509, e-mail reyesbb@vadoc.state.va.us.

BOARD OF COUNSELING

February 21, 2001 - 9 a.m. -- Public Hearing
Department of Health Professions, 6606 West Broad Street, 5th Floor, Conference Room 3, Richmond, Virginia 

The board will receive public comment on proposed regulations for public participation guidelines.

Contact: Evelyn B. Brown, Executive Director, Board of Counseling, Southern States Bldg., 6606 W. Broad St., 4th Floor, Richmond, VA 23230-1717, telephone (804) 662-9912, FAX (804) 662-9943, (804) 662-7197/TTY , e-mail ebrown@dhp.state.va.us.

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March 30, 2001 - Public comments may be submitted until this date.

Notice is hereby given in accordance with § 9-6.14:7.1 that the Board of Counseling intends to amend regulations entitled: **18 VAC 115-60-10 et seq. Regulations Governing the Licensure of Substance Abuse Treatment Practitioners.** The purpose of the proposed action is to amend fees in accordance with statutory requirements for the board to collect sufficient revenue to cover the expenditures of administering the regulatory program.

Statutory Authority: § 54.1-2400 and Chapter 35 (§ 54.1-3500 et seq.) of Title 54.1 of the Code of Virginia.

Contact: Evelyn Brown, Executive Director, Board of Counseling, 6606 W. Broad St., 4th Floor, Richmond, VA 23230, telephone (804) 662-9967, FAX (804) 662-9943, or (804) 662-7197/TTY 

DEPARTMENT FOR THE DEAF AND HARD-OF-HEARING

March 2, 2001 - Public comments may be submitted until this date.

Notice is hereby given in accordance with § 9-6.14:7.1 of the Code of Virginia that the Department for the Deaf and Hard-of-Hearing intends to amend regulations entitled: **22 VAC 20-30-10 et seq. Regulations Governing Interpreter Services for the Deaf and Hard of Hearing.** The purpose of the proposed amendments is to add a clear statement of fees, add provisions for a grievance procedure, provide for separate interpreting and transliterating assessments, and clarify confidentiality.

Statutory Authority: §§ 63.1-85.4 and 63.1-85.4:1 of the Code of Virginia.

Contact: Laurie Malheiros, Interpreter Programs Manager, Department for the Deaf and Hard-of-Hearing, 1602 Rolling Hills Dr., Suite 203, Richmond, VA 23229, telephone (804) 662-9502 (V/TTY), FAX (804) 662-9718 and toll-free 1-800-552-7197 (V/TTY).

BOARD OF DENTISTRY

February 16, 2001 - 8 a.m. -- Public Hearing
Department of Health Professions, 6606 West Broad Street, 5th Floor, Conference Room 3, Richmond, Virginia 

A meeting to receive public comment on proposed amendments to Public Participation Guidelines.

Contact: Marcia J. Miller, Executive Director, Board of Dentistry, Southern States Bldg., 6606 W. Broad St., 4th Floor, Richmond, VA 23230-1717, telephone (804) 662-9906, FAX (804) 662-9943, (804) 662-7197/TTY , e-mail mjm1@dhp.state.va.us.

DESIGN-BUILD/CONSTRUCTION MANAGEMENT REVIEW BOARD

February 26, 2001 - 11 a.m. -- Open Meeting

March 19, 2001 - 11 a.m. -- Open Meeting

April 16, 2001 - 11 a.m. -- Open Meeting

Virginia War Memorial, 621 Belvidere Street, Auditorium, Richmond, Virginia.  (Interpreter for the deaf provided upon request)

A monthly meeting to review requests submitted by localities to use Design-Build or Construction Management type contracts. Please contact the Division of Engineering and Buildings to confirm meeting.

Contact: Freddie M. Adcock, Administrative Assistant, Department of General Services, 805 E. Broad St., Rm. 101, Richmond, VA 23219, telephone (804) 786-3263, FAX (804) 371-7934, (804) 786-6152/TTY , e-mail fadcock@dgs.state.va.us.

Calendar of Events

BOARD OF EDUCATION

February 15, 2001 - 9 a.m. -- Open Meeting
Richmond City School Board, 301 North 9th Street, Meeting Room, Richmond, Virginia. (Interpreter for the deaf provided upon request)

March 22, 2001 - 9 a.m. -- Open Meeting
Location to be announced. (Interpreter for the deaf provided upon request)

A regular monthly meeting. Persons may register to speak at the meeting by calling Margaret Roberts. Persons requesting services of an interpreter for the deaf should do so in advance.

Contact: Dr. Margaret N. Roberts, Office of Policy, Department of Education, P.O. Box 2120, 101 N. 14th St., 25th Floor, Richmond, VA 23218, telephone (804) 225-2540, FAX (804) 225-2524, e-mail mroberts@mail.vak12ed.edu.

BOARD OF FUNERAL DIRECTORS AND EMBALMERS

February 28, 2001 - 9 a.m. -- Open Meeting
Department of Health Professions, 6606 West Broad Street, 5th Floor, Conference Room 1, Richmond, Virginia.

A meeting of the Legislative Committee to review legislation from the 2001 Session of the General Assembly and possible proposals for the 2002 Session of the General Assembly. Public comment will be received at the beginning of the meeting.

Contact: Elizabeth Young Tisdale, Executive Director, Board of Funeral Directors and Embalmers, 6606 W. Broad St., 4th Floor, Richmond, VA 23230, telephone (804) 662-9907, FAX (804) 662-9523, (804) 662-7197/TTY , e-mail etisdale@dhp.state.va.us.

† February 28, 2001 - 3 p.m. -- Open Meeting
Marriott Hotel, 235 East Main Street, Hampton Ballroom, Norfolk, Virginia.

The Special Conference Committee will hold informal hearings. There will not be a public comment period.

Contact: Cheri Emma-Leigh, Administrative Staff Assistant, Board of Funeral Directors and Embalmers, 6606 W. Broad St., 4th Floor, Richmond, VA, telephone (804) 662-9907, FAX (804) 662-9523, e-mail CEmma-Leigh@dhp.state.va.us.

† March 7, 2001 - 9 a.m. -- Public Hearing
Department of Health Professions, 6606 West Broad Street, 5th Floor, Conference Room 4, Richmond, Virginia.

A meeting to receive public comment on proposed amendments to Public Participation Guidelines.

Contact: Elizabeth Young Tisdale, Executive Director, Board of Funeral Directors and Embalmers, 6606 W. Broad St., 4th Floor, Richmond, VA 23230, telephone (804) 662-9907, FAX (804) 662-9523, (804) 662-7197/TTY , e-mail etisdale@dhp.state.va.us.

† March 7, 2001 - 9 a.m. -- Open Meeting
Department of Health Professions, 6606 West Broad Street, 5th Floor, Conference Room 4, Richmond, Virginia.

A meeting to consider reports from the Legislative and Regulatory Committees and other items as may be placed on the agenda.

Contact: Elizabeth Young Tisdale, Executive Director, Board of Funeral Directors and Embalmers, 6606 W. Broad St., 4th Floor, Richmond, VA 23230, telephone (804) 662-9907, FAX (804) 662-9523, (804) 662-7197/TTY , e-mail etisdale@dhp.state.va.us.

† March 7, 2001 - 1 p.m. -- Open Meeting

† March 8, 2001 - 9 a.m. -- Open Meeting
Department of Health Professions, 6606 West Broad Street, 5th Floor, Conference Room 4, Richmond, Virginia.

A meeting to hold formal hearings. There will not be a public comment period.

Contact: Cheri Emma-Leigh, Administrative Staff Assistant, Board of Funeral Directors and Embalmers, 6606 W. Broad St., 4th Floor, Richmond, VA, telephone (804) 662-9907, FAX (804) 662-9523, e-mail CEmma-Leigh@dhp.state.va.us.

BOARD OF GAME AND INLAND FISHERIES

March 1, 2001 - 9 a.m. -- Open Meeting
Department of Game and Inland Fisheries, 4000 West Broad Street, Richmond, Virginia. (Interpreter for the deaf provided upon request)

The board will meet and intends to propose changes in regulations for game wildlife, hunting and trapping. This is the regular biennial review for these regulations, and an Executive Order 25 (98) periodic review for all except four of these regulations. The Board of Game and Inland Fisheries is exempted from the Administrative Process Act (§ 9-6.14:4.1 of the Code of Virginia) in promulgating wildlife management regulations. It is required by § 9-6.14:22 to publish all proposed and final regulations.

Under board procedures, regulatory actions occur over two sequential board meetings. At the March 1 meeting, Department of Game and Inland Fisheries' staff will present recommendations for regulatory amendments, the board will solicit and hear comments from the public in a public hearing, and the board then intends to propose regulations or regulation amendments. Any proposed regulatory actions (or informative summaries) will then be published in the *Virginia Register*, posted on the Internet at www.dgif.state.va.us, and advertised in newspapers. Adoption of any regulations or regulation amendments as final will take place at the subsequent board meeting, to be held May 3, 2001. The May 3 meeting will held in Richmond; the time and address will be announced in a later notice. Additional information on this review of regulations, including a list of the specific regulations subject to review and additional details on opportunities for public involvement, is available in a separate announcement submitted under General Notices.

General and administrative issues may be discussed by the board at the March 1 meeting. The board may hold a closed session beginning at 9 a.m. on March 1. If the board does not complete its entire agenda on March 1, it may convene for a second day beginning at 9 a.m. on March 2, 2001.

Contact: Phil Smith, Policy Analyst, Department of Game and Inland Fisheries, 4010 W. Broad St., Richmond, VA, telephone (804) 367-1341 or FAX (804) 367-0488.

BOARD OF HEALTH PROFESSIONS

† **February 20, 2001 - 9 a.m.** -- Public Hearing
Department of Health Professions, 6606 West Broad Street, 5th Floor, Conference Room 2, Richmond, Virginia. ☎

A meeting to receive public comment on proposed regulations for Public Participation Guidelines.

Contact: Elizabeth A. Carter, Ph.D., Deputy Executive Director, Board of Health Professions, Southern States Bldg., 6606 W. Broad St., 4th Floor, Richmond, VA 23230-1717, telephone (804) 662-7691, FAX (804) 662-9504, (804) 662-7197/TTY ☎, e-mail ecarter@dhp.state.va.us.

STATE COUNCIL OF HIGHER EDUCATION FOR VIRGINIA

March 20, 2001 - 8:30 a.m. -- Open Meeting
Virginia Tech, Blacksburg, Virginia.

Agenda materials will be available on the Web site approximately one week prior to the meeting at www.schev.edu.

Contact: Lee Ann Rung, Assistant to the Executive Director, State Council of Higher Education for Virginia, James Monroe Bldg., 101 N. 14th St., Richmond, VA 23219, telephone (804) 225-2602, FAX (804) 371-7911, e-mail lrung@schev.edu.

VIRGINIA HOUSING DEVELOPMENT AUTHORITY

† **February 28, 2001 - 9 a.m.** -- Open Meeting
Virginia Housing Development Authority, 601 South Belvidere Street, Richmond, Virginia. ☎

A regular meeting of the Board of Commissioners to review and, if appropriate, approve the minutes from the prior monthly meeting; will consider for approval and ratification mortgage loan commitments under its various programs; will consider the approval amendments to the Authority's Rules and Regulations for Allocation of Low-Income Housing Tax Credits and the amendments to the authority's Rules and Regulations for Multi-Family Housing Developments; will review the Authority's operations for the prior month; and consider such other matters and take such other actions as they may deem appropriate. Various committees of the Board of Commissioners may also meet during the day preceding the regular meeting and before and after the regular meeting and may consider matters within its purview. The

planned agenda of the meeting will be available at the offices of the Authority one week prior to the date of the meeting.

Contact: J. Judson McKellar, Jr., General Counsel, Virginia Housing Development Authority, 601 S. Belvidere St., Richmond, Virginia 23220, telephone (804) 343-5540, FAX (804) 783-6701, toll-free (800) 968-7837, (804) 783-6705/TTY ☎

† **March 6, 2001 - 1 p.m.** -- Open Meeting
James Madison University, Taylor Hall, Harrisonburg, Virginia. ☎

† **March 9, 2001 - 1 p.m.** -- Open Meeting
Linden House Inn, 11770 Tidewater Trail, U.S. Route 17 South, Champlain, Virginia. ☎

† **March 13, 2001 - 1 p.m.** -- Open Meeting
Martha Washington Inn, 150 West Main Street, Abingdon, Virginia. ☎

† **March 14, 2001 - 1 p.m.** -- Open Meeting
Clarion Airport Hotel, 2727 Ferndale Drive, N.W., Roanoke, Virginia. ☎

† **March 22, 2001 - 1 p.m.** -- Open Meeting
Best Western Hotel, 911 East Atlantic Street, U.S. Route 58 at I-85, South Hill, Virginia. ☎

† **March 28, 2001 - 1 p.m.** -- Open Meeting
Crown Plaza Hotel, 555 East Canal Street, Richmond, Virginia. ☎

† **March 29, 2001 - 1 p.m.** -- Open Meeting
Best Western Battlefield Inn, 10820 Balls Ford Road, I-66 and Sudley Road, Manassas, Virginia. ☎

† **April 3, 2001 - 1 p.m.** -- Open Meeting
Marriott Waterside Hotel, 235 East Main Street, Norfolk, Virginia.

† **April 4, 2001 - 1 p.m.** -- Open Meeting
ESO Center, 15293 King Street, Belle Haven, Virginia.

The Board of Commissioners and staff of the Virginia Housing Development Authority (VHDA) and the Virginia Department of Housing and Community Development (DHCD) will hold a series of nine regional forums in locations across the state. These forums will provide opportunities for broad public input into an assessment of housing needs in the Commonwealth and the variation in those needs in different regions. Public comments will be received throughout the scheduled times of the forums. The needs assessment is being undertaken by VHDA and DHCD at the direction of Virginia Secretary of Commerce and Trade. A needs assessment report is to be completed in late spring 2001.

Contact: J. Judson McKellar, Jr., General Counsel, Virginia Housing Development Authority, 601 South Belvidere St., Richmond, VA 23220, telephone (804) 343-5540, FAX (804) 783-6701, toll-free (800) 968-7837, (804) 783-6705/TTY ☎

Calendar of Events

DEPARTMENT OF LABOR AND INDUSTRY

(804) 786-6508, FAX (804) 371-7999, (800) 828-1120/TTY
☎, e-mail bbingham@clg.state.va.us.

Virginia Apprenticeship Council

March 15, 2001 - 10 a.m. -- Open Meeting
New Horizons Regional Education Center, 520 Butler Farm Road, Hampton, Virginia. ♿ (Interpreter for the deaf provided upon request)

A regular meeting.

Contact: Beverly Donati, Assistant Program Manager, Department of Labor and Industry, Powers-Taylor Bldg., 13 S. 13th St., Richmond, VA 23219, telephone (804) 786-2382, FAX (804) 786-8418, (804) 786-2376/TTY ☎, e-mail bgd@doli.state.va.us.

LIBRARY BOARD

March 19, 2001 - 8:15 a.m. -- Open Meeting
The Library of Virginia, 800 East Broad Street, Richmond, Virginia. ♿

A meeting to discuss matters pertaining to The Library of Virginia and the Library Board. Committees of the board will meet as follows:

8:15 a.m. -- Public Library Development Committee, Orientation Room
Publications and Educational Services Committee, Conference Room B
Records Management Committee, Conference Room C

9:30 a.m. -- Archival and Information Services Committee, Orientation Room
Collection Management Services Committee, Conference Room B
Legislative and Finance Committee, Conference Room C

10:30 a.m. The full board will meet in the Conference Room on 2M.

Public comments will be received at approximately 11 a.m.

Contact: Jean H. Taylor, Executive Secretary to the Librarian of Virginia, The Library of Virginia, Richmond, VA 23219, telephone (804) 692-3535, FAX (804) 692-3594, (804) 692-3976/TTY ☎, e-mail jtaylor@lva.lib.va.us.

COMMISSION ON LOCAL GOVERNMENT

March 12, 2001 - 10 a.m. -- Open Meeting
Pocahontas Building, 900 East Main Street, Suite 103, Richmond, Virginia. ♿ (Interpreter for the deaf provided upon request)

A regular meeting to consider matters as presented.

Contact: Barbara Bingham, Administrative Assistant, Commission on Local Government, Pocahontas Bldg., 900 E. Main St., Suite 103, Richmond, VA 23219-3513, telephone

VIRGINIA MANUFACTURED HOUSING BOARD

† **February 15, 2001 - 10 a.m.** -- Open Meeting
The Jackson Center, 501 North Second Street, Richmond, Virginia. ♿ (Interpreter for the deaf provided upon request)

A regular meeting to act on manufactured housing complaints, handle licensing issues for the members of the manufactured housing industry in Virginia, and administer the manufactured housing transaction recovery fund.

Contact: Curtis L. McIver, State Building Code Administrator, Department of Housing and Community Development, 501 N. 2nd St., Richmond, VA 23219, telephone (804) 371-7160, FAX (804) 371-7092, (804) 371-7089/TTY ☎, e-mail cmciver@dhcd.state.va.us.

MARINE RESOURCES COMMISSION

February 27, 2001 - 9:30 a.m. -- Open Meeting
March 27, 2001 - 9:30 a.m. -- Open Meeting
Marine Resources Commission, 2600 Washington Avenue, 4th Floor, Newport News, Virginia. ♿

A monthly meeting.

Contact: LaVerne Lewis, Commission Secretary, Marine Resources Commission, 2600 Washington Ave., Newport News, VA 23607, telephone (757) 247-2261, FAX (757) 247-2020, toll-free (800) 541-4646, (757) 247-2292/TTY ☎, e-mail llewis@mrc.state.va.us.

DEPARTMENT OF MEDICAL ASSISTANCE SERVICES

March 30, 2001 - Public comments may be submitted until this date.

Notice is hereby given in accordance with § 9-6.14:7.1 of the Code of Virginia that the Department of Medical Assistance Services intends to amend regulations entitled: **12 VAC 30-50-10 et seq., Amount, Duration and Scope of Medical and Remedial Care Services, 12 VAC 30-80-10 et seq., Methods and Standards for Establishing Payment Rates--Other Types of Care, and 12 VAC 30-120-10 et seq. Waivered Services (Individual and Family Developmental Disability Support Waiver).** The purpose of the proposed amendments is to establish the program and provider requirements, service limitations and coverage, and recipient eligibility standards for the new DMAS program entitled Individual and Family Developmental Disability Support Waiver.

Statutory Authority: § 32.1-325 of the Code of Virginia.

Public comments may be submitted until March 30, 2001, to Karen Lawson, Analyst, Division of Long-Term Care,

Department of Medical Assistance Services, 600 East Broad Street, Suite 1300, Richmond, VA 23219.

Contact: Victoria Simmons, Regulatory Coordinator, Department of Medical Assistance Services, 600 E. Broad St., Suite 1300, Richmond, VA 23219, telephone (804) 786-7959 or FAX (804) 786-1680.

March 30, 2001 - Public comments may be submitted until this date.

Notice is hereby given in accordance with § 9-6.14:7.1 of the Code of Virginia that the Department of Medical Assistance Services intends to amend regulations entitled: **12 VAC 30-90-10 et seq. Methods and Standards for Establishing Payment Rates--Long-Term Care (2000 Nursing Home Payment System)**. The purpose of the proposed amendments is to implement increased payments for operating costs and implement a new capital payment methodology (Fair Rental Value), both of which are authorized by the 2000 Appropriation Act.

Statutory Authority: § 32.1-325 of the Code of Virginia.

Public comments may be submitted until March 30, 2001, to Stan Fields, Director, Cost Settlement and Audit Division, Department of Medical Assistance Services, 600 East Broad Street, Suite 1300, Richmond, VA 23219.

Contact: Victoria Simmons, Regulatory Coordinator, Department of Medical Assistance Services, 600 E. Broad St., Suite 1300, Richmond, VA 23219, telephone (804) 786-7959 or FAX (804) 786-1680.

BOARD OF MEDICINE

February 16, 2001 - Public comments may be submitted until this date.

Notice is hereby given in accordance with § 9-6.14:7.1 of the Code of Virginia that the Board of Medicine intends to amend regulations entitled: **18 VAC 85-80-10 et seq. Regulations Governing the Licensure of Occupational Therapists**. Amendments are proposed to establish requirements for evidence of continued competency in renewal or reinstatement of licensure and for inactive license.

Statutory Authority: §§ 54.1-103, 54.1-2400 and 54.1-2912.1 of the Code of Virginia.

Contact: William L. Harp, M.D., Executive Director, Board of Medicine, 6606 W. Broad St., 4th Floor, Richmond, VA 23230-1717, telephone (804) 662-9908.

February 16, 2001 - Public comments may be submitted until this date.

Notice is hereby given in accordance with § 9-6.14:7.1 of the Code of Virginia that the Board of Medicine intends to amend regulations entitled: **18 VAC 85-101-10 et seq. Regulations Governing the Licensure of Radiologic Technologists and Radiologic Technologists-Limited**. The purpose of the proposed amendments is to establish requirements for evidence of continued competency to renew or reinstate a license and for an inactive license.

Statutory Authority: §§ 54.1-2400 and 54.1-2912.1 of the Code of Virginia.

Contact: William L. Harp, M.D., Executive Director, Board of Medicine, 6606 W. Broad St., 4th Floor, Richmond, VA 23230-1717, telephone (804) 662-9908.

February 16, 2001 - Public comments may be submitted until this date.

Notice is hereby given in accordance with § 9-6.14:7.1 of the Code of Virginia that the Board of Medicine intends to amend regulations entitled: **18 VAC 85-110-10 et seq. Regulations Governing the Practice of Licensed Acupuncturists**. Amendments are proposed to establish an inactive licensure and requirements for reactivation of status.

Statutory Authority: § 54.1-2400 of the Code of Virginia.

Contact: William L. Harp, M.D., Executive Director, Board of Medicine, 6606 W. Broad St., 4th Floor, Richmond, VA 23230-1717, telephone (804) 662-9908.

March 3, 2001 - Public comments may be submitted until this date.

Notice is hereby given in accordance with § 9-6.14:7.1 of the Code of Virginia that the Board of Medicine intends to adopt regulations entitled: **18 VAC 85-120-10 et seq. Regulations Governing the Certification of Athletic Trainers**. The purpose of the proposed regulation is to establish criteria for certification of athletic trainers, fees for applicants and certificate holders, and requirements for renewal or reinstatement of certification.

Statutory Authority: §§ 54.1-2400 and 54.1-2957.4 of the Code of Virginia.

Contact: William L. Harp, M.D., Executive Director, Board of Medicine, Southern States Bldg., 6606 W. Broad St., 4th Floor, Richmond, VA 23230-1717, telephone (804) 662-9908, FAX (804) 662-9943 or (804) 662-7197/TTY ☎

† **April 6, 2001 - 8 a.m.** -- Public Hearing
Department of Health Professions, 6606 West Broad Street, 5th Floor, Conference Room 2, Richmond, Virginia ♿

The board will receive public comment on proposed amendments to Public Participation Guidelines.

Calendar of Events

Contact: William L. Harp, M.D., Executive Director, Board of Medicine, Southern States Bldg., 6606 W. Broad St., 4th Floor, Richmond, VA 23230-1717, telephone (804) 662-9908, FAX (804) 662-9943, (804) 662-7197/TTY ☎, e-mail wharp@dhp.state.va.us.

Informal Conference Committee

February 14, 2001 - 10 a.m. -- Open Meeting

† **March 15, 2001 - 10 a.m.** -- Open Meeting
Wyndham Hotel, 2801 Hershberger Road, Roanoke, Virginia.

† **March 1, 2001 - 9 a.m.** -- Open Meeting

† **April 5, 2001 - 9 a.m.** -- Open Meeting
Holiday Inn Select, 2801 Plank Road, Fredericksburg, Virginia.

† **March 9, 2001 - 9 a.m.** -- Open Meeting

Ramada Inn Hotel, 4641 Kenmore Avenue, Alexandria, Virginia.

† **March 22, 2001 - 9 a.m.** -- Open Meeting

Williamsburg Marriott, 50 Kingsmill Road, Williamsburg, Virginia.

† **April 6, 2001 - 1 p.m.** -- Open Meeting

† **April 11, 2001 - 9 a.m.** -- Open Meeting
Department of Health Professions, 6606 West Broad Street, Richmond, Virginia.

† **April 25, 2001 - 10 a.m.** -- Open Meeting

Martha Washington Inn, 150 West Main Street, Abingdon, Virginia.

A meeting to inquire into allegations that certain practitioners may have violated laws and regulations governing the practice of medicine and other healing arts in Virginia. The committee will meet in open and closed sessions pursuant to § 2.1-344 of the Code of Virginia. Public comment will not be received.

Contact: Peggy Sadler or Renee Dixon, Board of Medicine, 6606 West Broad Street, 4th Floor, Richmond, VA 23230, telephone (804) 662-7332, FAX (804) 662-9517, (804) 662-7197/TTY ☎

STATE MILK COMMISSION

† **February 28, 2001 - 10 a.m.** -- Public Hearing

Department of Forestry, 900 Natural Resources Drive, Room 3301, Charlottesville, Virginia.

† **February 26, 2001** - Public comments may be submitted until this date.

Notice is hereby given in accordance with § 9-6.14:7.1 of the Code of Virginia that the State Milk Commission intends to amend regulations entitled: **2 VAC 15-20-10 et seq. Regulation for the Control and Supervision of the Virginia Milk Industry.** The purpose of the proposed amendment is to amend the date of final producer payment.

Statutory Authority: § 3.1-430 of the Code of Virginia.

Contact: Edward C. Wilson, Jr., Deputy Administrator, State Milk Commission, 200 N. 9th St., Suite 915, Richmond, VA 23219, telephone (804) 786-2013, FAX (804) 786-3779, (804) 786-2013/TTY ☎, e-mail ewilson@smc.state.va.us.

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† **February 28, 2001 - 10 a.m.** -- Public Hearing

Department of Forestry, 900 Natural Resources Drive, Room 3301, Charlottesville, Virginia.

† **February 26, 2001** - Public comments may be submitted until this date.

Notice is hereby given in accordance with § 9-6.14:7.1 of the Code of Virginia that the State Milk Commission intends to amend regulations entitled: **2 VAC 15-20-10 et seq. Regulation for the Control and Supervision of the Virginia Milk Industry.** The purpose of the proposed amendment is to expand the annual three-month producer base establishment period to a four-month period by adding the month of December to September, October and November. The amendment also alters the dates associated with the addition of new producers.

Statutory Authority: § 3.1-430 of the Code of Virginia.

Contact: Edward C. Wilson, Jr., Deputy Administrator, State Milk Commission, 200 N. 9th St., Suite 915, Richmond, VA 23219, telephone (804) 786-2013, FAX (804) 786-3779, (804) 786-2013/TTY ☎, e-mail ewilson@smc.state.va.us.

February 28, 2001 - 11 a.m. -- Open Meeting

Department of Forestry, 900 Natural Resources Drive, Room 3301, Charlottesville, Virginia. ☎

A regular meeting to (i) consider industry issues, distributor licensing, base transfers, fiscal matters, and reports from staff; and (ii) review evidence and testimony relative to amendments to 2 VAC 15-20-40 B1 and B2.

Contact: Edward C. Wilson, Jr., Deputy Administrator, State Milk Commission, Ninth St. Office Bldg., 202 N. Ninth St., Room 915, Richmond, VA 23219, telephone (804) 786-2013, FAX (804) 786-3779, (804) 786-2013/TTY ☎, e-mail ewilson@smc.state.va.us.

DEPARTMENT OF MINES, MINERALS AND ENERGY

February 16, 2001 - Public comments may be submitted until this date.

Notice is hereby given in accordance with § 9-6.14:7.1 of the Code of Virginia that the Department of Mines, Minerals and Energy intends to amend regulations entitled: **4 VAC 25-90-10 et seq. Regulations Governing the Use of Diesel-Powered Equipment in Underground Coal Mines.** The regulation sets forth the requirements for operation and maintenance, ventilation, air quality, fire protection, and fuel for diesel engines being used in underground coal mining.

Statutory Authority: §§ 45.1-161.3, 45.1-161.106, 45.1-107 and 45.1-161.206 of the Code of Virginia.

Contact: Frank Linkous, Mine Chief, Department of Mines, Minerals and Energy, P.O. Drawer 900, Big Stone Gap, VA 24219, telephone (540) 523-8100 or (540) 828-1120/TTY ☎

February 16, 2001 - Public comments may be submitted until this date.

Notice is hereby given in accordance with § 9-6.14:7.1 of the Code of Virginia that the Department of Mines, Minerals and Energy intends to **repeal** regulations entitled: **4 VAC 25-100-10 et seq. Regulation Governing Vertical Ventilation Holes and Mining near Gas and Oil Wells** and **adopt** regulations entitled: **4 VAC 25-101-10 et seq. Regulation Governing Vertical Ventilation Holes and Mining near Gas and Oil Wells**. The purpose of the proposed action is to establish guidelines that govern drilling, equipping and operating of vertical ventilation holes that are used to remove methane gas from underground coal mines. This regulation is being developed to replace the existing regulation that is being repealed.

Statutory Authority: §§ 45.1-161.3, 45.1-161.106, 45.1-161.121, 45.1-161.254 and 45.1-161.292 of the Code of Virginia.

Contact: Frank Linkous, Mine Chief, Department of Mines, Minerals and Energy, P.O. Drawer 900, Big Stone Gap, VA 24219, telephone (540) 523-8100 or (540) 828-1120/TTY ☎

Division of Mined Land Reclamation

February 16, 2001 - 1 p.m. -- Open Meeting

Department of Mines, Minerals and Energy, Buchanan-Smith Building, U.S. Route 23 South, Room 116, Big Stone Gap, Virginia. ♿ (Interpreter for the deaf provided upon request)

A meeting to give interested persons an opportunity to be heard in regard to the Fiscal Year 2001 Abandoned Mine Land Consolidated Grant Application to be submitted to the Federal Office of Surface Mining.

Contact: Roger Williams, AML Services Manager, Department of Mines, Minerals and Energy, P.O. Drawer 900, Big Stone Gap, VA 24219, telephone (540) 523-8208, FAX (540) 523-8247, (800) 828-1120/TTY ☎, e-mail rlw@mme.state.va.us.

MOTOR VEHICLE DEALER BOARD

† **March 12, 2001 - 9 a.m.** -- Open Meeting

Department of Motor Vehicles, 2300 West Broad Street, Room 702, Richmond, Virginia. ♿ (Interpreter for the deaf provided upon request)

Committees will meet as follows:

Dealer Practices Committee - 9 a.m.
Franchise Law Committee - 10 a.m.

Licensing Committee - 10:45 a.m.
Transaction Recovery Fund Committee - 1:30 p.m.
Advertising Committee - 2:15 p.m.
Personnel Committee - 3 p.m.

Meetings may begin later, but not earlier than scheduled. Meeting end times are approximate. Any person who needs any accommodation in order to participate in the meeting should contact the board at least 10 days before the meeting so that suitable arrangements can be made.

Contact: Alice R. Weedon, Administrative Assistant, Motor Vehicle Dealer Board, 2201 W. Broad St., Suite 104, Richmond, VA 23220, telephone (804) 367-1100, FAX (804) 367-1053, toll-free (877) 270-0203, e-mail dboard@mva.state.va.us.

† **March 13, 2001 - 8:30 a.m.** -- Open Meeting

Department of Motor Vehicles, 2300 West Broad Street, Room 702, Richmond, Virginia. ♿ (Interpreter for the deaf provided upon request)

A meeting of the Finance Committee at 8:30 a.m. The full board will meet at 9:30 a.m. Meetings may begin later, but not earlier than scheduled. Meeting end times are approximate. Any person who needs any accommodation in order to participate in the meeting should contact the board at least 10 days before the meeting so that suitable arrangements can be made.

Contact: Alice R. Weedon, Administrative Assistant, Motor Vehicle Dealer Board, 2201 W. Broad St., Suite 104, Richmond, VA 23220, telephone (804) 367-1100, FAX (804) 367-1053, toll-free (877) 270-0203, e-mail dboard@mva.state.va.us.

VIRGINIA MUSEUM OF FINE ARTS

February 15, 2001 - 12:30 p.m. -- Open Meeting

Virginia Museum of Fine Arts, Auditorium, 2800 Grove Avenue, Richmond, Virginia. ♿

A quarterly meeting of the full Board of Trustees. Public comment will not be received.

Contact: Suzanne Broyles, Secretary of the Museum, Virginia Museum of Fine Arts, 2800 Grove Ave., Richmond, VA 23221, telephone (804) 340-1503, FAX (804) 340-1502, (804) 340-1401/TTY ☎, e-mail sbroyles@vmfa.state.va.us.

Architect Search Committee

February 14, 2001 - 10 a.m. -- Open Meeting

Virginia Museum of Fine Arts, 2800 Grove Avenue, CEO Building, 2nd Floor Meeting Room, Richmond, Virginia. ♿

A quarterly meeting to review architects proposals.

Contact: Suzanne Broyles, Secretary of the Museum, Virginia Museum of Fine Arts, 2800 Grove Avenue, Richmond, VA, telephone (804) 340-1503, FAX (804) 340-1502, (804) 340-1401/TTY ☎, e-mail sbroyles@vmfa.state.va.us.

Calendar of Events

Buildings and Grounds Committee

February 15, 2001 - 8:30 a.m. -- Open Meeting
Virginia Museum of Fine Arts, 2800 Grove Avenue, CEO Bldg., 2nd Floor Meeting Room, Richmond, Virginia ☎

A quarterly meeting to review activities and plans of the committee. Public comment will not be received.

Contact: Suzanne Broyles, Secretary of the Museum, Virginia Museum of Fine Arts, 2800 Grove Avenue, Richmond, VA 23221, telephone (804) 340-1503, FAX (804) 340-1502, (804) 340-1401/TTY ☎, e-mail sbroyles@vmfa.state.va.us.

Collections Committee

February 15, 2001 - 9:30 a.m. -- Open Meeting
Virginia Museum of Fine Arts, 2800 Grove Ave., Auditorium, Richmond, Virginia ☎

A quarterly meeting to review acquisitions, gifts and loans in closed session. Public comment will not be received.

Contact: Suzanne Broyles, Secretary of the Museum, Virginia Museum of Fine Arts, 2800 Grove Ave., Richmond, VA 23221, telephone (804) 340-1503, FAX (804) 340-1502, (804) 340-1401/TTY ☎, e-mail sbroyles@vmfa.state.va.us.

Communications and Marketing Committee

February 14, 2001 - 3:15 p.m. -- Open Meeting
Virginia Museum of Fine Arts, 2800 Grove Ave., CEO Building, 2nd Floor Meeting Room, Richmond, Virginia ☎

A quarterly meeting to update the committee on marketing/public relations activities and plans.

Contact: Suzanne Broyles, Secretary of the Museum, Virginia Museum of Fine Arts, 2800 Grove Avenue, Richmond, VA 23221, telephone (804) 340-1503, FAX (804) 340-1502, (804) 340-1401/TTY ☎, e-mail sbroyles@vmfa.state.va.us.

Education and Programs Committee

February 14, 2001 - 2 p.m. -- Open Meeting
Virginia Museum of Fine Arts, CEO Building, 2800 Grove Avenue, 1st Floor Meeting Room, Richmond, Virginia ☎

A quarterly meeting to update the committee on the activities of the Education and Outreach department.

Contact: Suzanne Broyles, Secretary of the Museum, Virginia Museum of Fine Arts, 2800 Grove Ave., Richmond, VA 23221, telephone (804) 340-1503, FAX (804) 340-1502, (804) 340-1401/TTY ☎, e-mail sbroyles@vmfa.state.va.us.

Executive Committee

† **March 6, 2001 - 8 a.m.** -- Open Meeting
Virginia Museum of Fine Arts, 2800 Grove Avenue, Main Lobby Conference Room, Richmond, Virginia ☎

A monthly meeting for the staff to update the Executive Committee. Public comment will not be received.

Contact: Suzanne Broyles, Secretary of the Museum, Virginia Museum of Fine Arts, 2800 Grove Avenue, Richmond, VA 23221, telephone (804) 340-1503, FAX (804) 340-1502, (804) 340-1401/TTY ☎, e-mail sbroyles@vmfa.state.va.us.

Exhibitions Committee

February 14, 2001 - 4:30 p.m. -- Open Meeting
Virginia Museum of Fine Arts, CEO Building, 1st Floor Meeting Room, 2800 Grove Ave., Richmond, Virginia ☎

A quarterly meeting to discuss future exhibitions to include a closed session. Public comment will not be received.

Contact: Suzanne Broyles, Secretary of the Museum, Virginia Museum of Fine Arts, 2800 Grove Ave., Richmond, VA 23221, telephone (804) 340-1503, FAX (804) 340-1502, (804) 340-1401/TTY ☎, e-mail sbroyles@vmfa.state.va.us.

Finance Committee

February 15, 2001 - 11 a.m. -- Open Meeting
Virginia Museum of Fine Arts, 2800 Grove Avenue, Main Lobby Conference Room, Richmond, Virginia ☎

A quarterly meeting reporting on museum finances. Public comment will not be received.

Contact: Suzanne Broyles, Secretary of the Museum, Virginia Museum of Fine Arts, 2800 Grove Ave., Richmond, VA 23221, telephone (804) 340-1503, FAX (804) 340-1502, (804) 340-1401/TTY ☎, e-mail sbroyles@vmfa.state.va.us.

Legislative Committee

February 14, 2001 - 11:30 a.m. -- Open Meeting
Virginia Museum of Fine Arts, 2800 Grove Avenue, Main Lobby Conference Room, Richmond, Virginia ☎

A quarterly meeting to review legislative activities.

Contact: Suzanne Broyles, Secretary of the Museum, Virginia Museum of Fine Arts, 2800 Grove Ave., Richmond, VA, telephone (804) 340-1503, FAX (804) 340-1502, (804) 340-1401/TTY ☎, e-mail sbroyles@vmfa.state.va.us.

Planning Committee

February 14, 2001 - 12:30 p.m. -- Open Meeting
Virginia Museum of Fine Arts, 2800 Grove Avenue, Auditorium, Richmond, Virginia ☎

A quarterly meeting to review strategic plan.

Contact: Suzanne Broyles, Secretary of the Museum, Virginia Museum of Fine Arts, 2800 Grove Ave., Richmond, VA 23221, telephone (804) 340-1503, FAX (804) 340-1502, (804) 340-1401/TTY ☎, e-mail sbroyles@vmfa.state.va.us.

BOARD OF NURSING

† **March 7, 2001 - 9 a.m.** -- Open Meeting
Department of Health Professions, 6606 West Broad Street,
5th Floor, Conference Room 1, Richmond, Virginia 

The committee will consider items that are placed on the agenda involving the regulation and discipline of nurse practitioners.

Contact: Nancy K. Durrett, R.N., Executive Director, Board of Nursing, Southern States Bldg., 6606 W. Broad St., 4th Floor, Richmond, VA 23230-1717, telephone (804) 662-9909, FAX (804) 662-9512, (804) 662-7197/TTY , e-mail ndurrett@dhp.state.va.us.

March 19, 2001 - 8:30 a.m. -- Open Meeting

March 21, 2001 - 8:30 a.m. -- Open Meeting

March 22, 2001 - 8:30 a.m. -- Open Meeting

Department of Health Professions, 6606 West Broad Street,
5th Floor, Conference Room, Richmond, Virginia 

A panel of the board will conduct formal hearings with licensees and/or certificate holders. Public comment will not be received.

Contact: Nancy K. Durrett, R.N., Executive Director, Board of Nursing, 6606 W. Broad Street, 4th Floor, Richmond, VA 23230, telephone (804) 662-9909, FAX (804) 662-9512, (804) 662-7197/TTY , e-mail nursebd@dhp.state.va.us.

† **March 20, 2001 - 9 a.m.** -- Open Meeting

Department of Health Professions, 6606 West Broad Street,
5th Floor, Conference Room 2, Richmond, Virginia 

The board will conduct a general business meeting including items related to the regulation and discipline of nurses and massage therapists and other matters as may be presented on the agenda.

Contact: Nancy K. Durrett, R.N., Executive Director, Board of Nursing, Southern States Bldg., 6606 W. Broad St., 4th Floor, Richmond, VA 23230-1717, telephone (804) 662-9909, FAX (804) 662-9512, (804) 662-7197/TTY , e-mail ndurrett@dhp.state.va.us.

March 20, 2001 - 3 p.m. -- Public Hearing

Department of Health Professions, 6606 West Broad Street,
5th Floor, Conference Room 2, Richmond, Virginia 

A meeting to receive comment on proposed amendments to regulations for public participation guidelines.

Contact: Nancy K. Durrett, R.N., Executive Director, Board of Nursing, Southern States Bldg., 6606 W. Broad St., 4th Floor, Richmond, VA 23230-1717, telephone (804) 662-9909, FAX (804) 662-9512, (804) 662-7197/TTY , e-mail ndurrett@dhp.state.va.us.

Special Conference Committee

February 12, 2001 - 8:30 a.m. -- Open Meeting

February 13, 2001 - 8:30 a.m. -- Open Meeting

February 15, 2001 - 8:30 a.m. -- Open Meeting

February 22, 2001 - 8:30 a.m. -- Open Meeting

February 23, 2001 - 8:30 a.m. -- Open Meeting

April 5, 2001 - 8:30 a.m. -- Open Meeting

† **April 17, 2001 - 9:30 a.m.** -- Open Meeting

† **April 18, 2001 - 9:30 a.m.** -- Open Meeting

† **April 19, 2001 - 9:30 a.m.** -- Open Meeting

† **April 23, 2001 - 9:30 a.m.** -- Open Meeting

† **April 24, 2001 - 9:30 a.m.** -- Open Meeting

Department of Health Professions, 6606 West Broad Street,
5th Floor, Conference Room, Richmond, Virginia 

A Special Conference Committee, comprised of two or three members of the Virginia Board of Nursing, will conduct informal conferences with licensees or certificate holders. Public comment will not be received.

Contact: Nancy K. Durrett, R.N., Executive Director, Board of Nursing, 6606 W. Broad Street, 4th Floor, Richmond, VA 23230, telephone (804) 662-9909, FAX (804) 662-9512, (804) 662-7197/TTY , e-mail nursebd@dhp.state.va.us.

BOARD OF NURSING HOME ADMINISTRATORS

† **February 12, 2001 - 1:30 p.m.** -- Open Meeting

Department of Health Professions, 6606 West Broad Street,
5th Floor, Conference Room 3, Richmond, Virginia 

A meeting of the Regulatory Review Committee to begin the periodic review of its regulations.

Contact: Marcia J. Miller, Executive Director, Board of Nursing Home Administrators, Southern States Bldg., 6606 W. Broad St., 4th Floor, Richmond, VA 23230-1717, telephone (804) 662-7457, FAX (804) 662-9943, (804) 662-7197/TTY , e-mail mjmillar@dhp.state.va.us.

† **February 14, 2001 - 2 p.m.** -- Public Hearing

Department of Health Professions, 6606 West Broad Street,
5th Floor, Conference Room 4, Richmond, Virginia 

A meeting to receive public comment on proposed amendments to Public Participation Guidelines.

Contact: Marcia J. Miller, Executive Director, Board of Nursing Home Administrators, Southern States Bldg., 6606 W. Broad St., 4th Floor, Richmond, VA 23230-1717, telephone (804) 662-7457, FAX (804) 662-9943, (804) 662-7197/TTY , e-mail mjmillar@dhp.state.va.us.

OLD DOMINION UNIVERSITY

February 19, 2001 - 3 p.m. -- Open Meeting

March 19, 2001 - 3 p.m. -- Open Meeting

Old Dominion University, Webb University Center, Norfolk, Virginia  (Interpreter for the deaf provided upon request)

A regular meeting of the executive committee of the governing board of the institution to discuss business of

Calendar of Events

the board and the institution as determined by the Rector and the President.

Contact: Donna Meeks, Assistant to the Vice President for Administration and Finance, Old Dominion University, 225 Koch Hall, Norfolk, VA 23529, telephone (757) 683-3072, FAX (757) 683-5679, e-mail dmeeks@odu.edu.

April 12, 2001 - 2:30 p.m. -- Open Meeting
Old Dominion University, Webb University Center, Norfolk, Virginia.  (Interpreter for the deaf provided upon request)

A quarterly meeting of the governing board of the institution to discuss business of the board and the institution as determined by the Rector and the President.

Contact: Donna Meeks, Assistant to the Vice President for Administration and Finance, Old Dominion University, 225 Koch Hall, Norfolk, VA 23529, telephone (757) 683-3072, FAX (757) 683-5679, e-mail dmeeks@odu.edu.

BOARD OF OPTOMETRY

† March 9, 2001 - 8:15 a.m. -- Public Hearing
Department of Health Professions, 6606 West Broad Street, 5th Floor, Conference Room 1, Richmond, Virginia 

A meeting to receive public comment on proposed amendments to Public Participation Guidelines.

Contact: Elizabeth A. Carter, Ph.D., Executive Director, Board of Optometry, Southern States Bldg., 6606 W. Broad St., 4th Floor, Richmond, VA 23230-1717, telephone (804) 662-9910, FAX (804) 662-9504, (804) 662-7197/TTY , e-mail ecarter@dhp.state.va.us.

† March 9, 2001 - 8:30 a.m. -- Open Meeting
Department of Health Professions, 6606 West Broad Street, 5th Floor, Conference Room 1, Richmond, Virginia 

Informal conference hearings. This is a public meeting; however, public comment will not be received.

Contact: Carol Stamey, Administrative Assistant, Board of Optometry, 6606 W. Broad St., 4th Floor, Richmond, VA 23230, telephone (804) 662-9910, FAX (804) 662-7098, (804) 662-7197/TTY , e-mail cstamey@dhp.state.va.us.

† March 9, 2001 - 3 p.m. -- Open Meeting
Department of Health Professions, 6606 West Broad Street, 5th Floor, Conference Room 1, Richmond, Virginia 

Formal hearings. This is a public meeting; however, public comment will not be received.

Contact: Carol Stamey, Administrative Assistant, Board of Optometry, 6606 W. Broad St., 4th Floor, Richmond, VA 23230, telephone (804) 662-9910, FAX (804) 662-7098, (804) 662-7197/TTY , e-mail cstamey@dhp.state.va.us.

VIRGINIA OUTDOORS FOUNDATION

February 12, 2001 - 1 p.m. -- Public Hearing
James Monroe Building, 101 North 14th Street, Training Room 3, Mezzanine, Richmond, Virginia. 

Proposed grant application for Transportation Enhancement Program to purchase conservation easements along selected designated Scenic Byways in Virginia.

Contact: Estie Thomas, Conservation Easement Specialist, Virginia Outdoors Foundation, 203 Governor St., Richmond VA 23219, telephone (804) 786-0801, FAX (804) 225-3236, e-mail edthomas@dcr.state.va.us.

VIRGINIA BOARD FOR PEOPLE WITH DISABILITIES

February 21, 2001 - 9 a.m. -- Open Meeting
Virginia Housing Development Authority, 601 South Belvidere Street, Richmond, Virginia.  (Interpreter for the deaf provided upon request)

A regular meeting of the board.

Contact: Nan Pemberton, Assistant Director of Board Operations, Virginia Board for People with Disabilities, 202 N. 9th St., 9th Floor, Richmond, VA 23219, telephone (804) 786-0016, FAX (804) 786-1118, toll-free (800) 846-4464, (804) 786-0016/TTY , e-mail pembroj@vbpd.state.va.us.

BOARD OF PHARMACY

† February 14, 2001 - 9 a.m. -- Public Hearing
Department of Health Professions, 6606 West Broad Street, 5th Floor, Conference Room 3, Richmond, Virginia 

A meeting to receive public comment on amendments to Public Participation Guidelines.

Contact: Elizabeth Scott Russell, RPh, Executive Director, Board of Pharmacy, Southern States Bldg., 6606 W. Broad St., 4th Floor, Richmond, VA 23230-1717, telephone (804) 662-9911, FAX (804) 662-9313, (804) 662-7197/TTY , e-mail erussell@dhp.state.va.us.

BOARD OF PHYSICAL THERAPY

† March 9, 2001 - 9 a.m. -- Open Meeting
Department of Health Professions, 6606 West Broad Street, 5th Floor, Conference Room 3, Richmond, Virginia 

A meeting to consider regulatory and disciplinary matters including the adoption of proposed regulations for public participation and any other items as may be placed on the agenda.

Contact: Elizabeth Young Tisdale, Executive Director, Board of Physical Therapy, Southern States Bldg., 6606 W. Broad St., 4th Floor, Richmond, VA 23230, telephone (804) 662-9924, FAX (804) 662-9523, (804) 662-7197/TTY , e-mail etisdale@dhp.state.va.us.

BOARD FOR PROFESSIONAL AND OCCUPATIONAL REGULATION

† **March 12, 2001 - 10 a.m.** -- Open Meeting
Department of Profession and Occupational Regulation, 3600 West Broad Street, Richmond, Virginia. 

A general board meeting.

Contact: Judith A. Spiller, Executive Secretary, Department of Professional and Occupational Regulation, 3600 W. Broad St., Richmond, VA 23230, telephone (804) 367-8519, FAX (804) 367-9537.

BOARD OF PSYCHOLOGY

† **March 13, 2001 - 9 a.m.** -- Open Meeting
Department of Health Professions, 6606 West Broad Street, 5th Floor, Conference Room 1, Richmond, Virginia 

The board will conduct a general business meeting including items related to the regulation and discipline of psychologists.

Contact: Evelyn B. Brown, Executive Director, Board of Psychology, Southern States Bldg., 6606 W. Broad St., 4th Floor, Richmond, VA 23230-1717, telephone (804) 662-9913, FAX (804) 662-9943, (804) 662-7197/TTY , e-mail ebrown@dhp.state.va.us.

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March 30, 2001 - Public comments may be submitted until this date.

Notice is hereby given in accordance with § 9-6.14:7.1 that the Board of Psychology intends to amend regulations entitled: **18 VAC 125-20-10 et seq. Regulations Governing the Practice of Psychology.** The purpose of the proposed action is to establish continuing education requirements for licensure renewal and an inactive status for licensed individuals who are not actively practicing psychology in Virginia.

Statutory Authority: §§ 54.1-2400 and 54.1-3606.1 of the Code of Virginia.

Contact: Evelyn Brown, Executive Director, Board of Psychology, 6606 W. Broad St., 4th Floor, Richmond, VA 23230, telephone (804) 662-9967, FAX (804) 662-9943, or (804) 662-7197/TTY 

VIRGINIA RACING COMMISSION

† **February 21, 2001 - 9:30 a.m.** -- Open Meeting
State Corporation Commission, Tyler Building, 1300 East Main Street, Richmond, Virginia. 

A monthly meeting to include a segment for public participation and to hear a report from Colonial Downs concerning plans for the upcoming live race meetings.

Contact: William H. Anderson, Policy Analyst, Virginia Racing Commission, 10700 Horsemen's Rd., New Kent, VA

23124, telephone (804) 966-7404, FAX (804) 966-7418, e-mail Anderson@vrc.state.va.us.

VIRGINIA RECYCLING MARKETS DEVELOPMENT COUNCIL

February 13, 2001 - 10 a.m. -- Open Meeting
Central Virginia Waste Management Authority, 2104 West Laburnum Avenue, Board Room, Richmond, Virginia. 
(Interpreter for the deaf provided upon request)

A regular meeting. Subcommittee meetings may be held prior to or after the general council meeting.

Contact: Michael P. Murphy, Director, Environmental Enhancement, Department of Environmental Quality, Virginia Recycling Markets Development Council, P.O. Box 10009, Richmond, VA 23240-0009, telephone (804) 698-4003, FAX (804) 698-4319, toll-free (800) 592-5482, (804) 698-4021/TTY 

VIRGINIA RESOURCES AUTHORITY

February 13, 2001 - 9 a.m. -- Open Meeting

March 13, 2001 - 9 a.m. -- Open Meeting

Virginia Resources Authority, Eighth and Main Building, 707 East Main Street, Second Floor Conference Room, Richmond, Virginia.

A regular meeting of the Board of Directors to (i) review and, if appropriate, approve the minutes from the most recent monthly meeting; (ii) review the authority's operations for the prior month; (iii) review applications for loans submitted to the authority for approval; (iv) consider loan commitments for approval and ratification under its various programs; (v) approve the issuance of any bonds; (vi) review the results of any bond sales; and (vii) consider such other matters and take such other actions as it may deem appropriate. Various committees of the Board of Directors may also meet immediately before or after the regular meeting and consider matters within their purview. The planned agenda of the meeting and any committee meetings will be available at the offices of the authority one week prior to the date of the meeting. Any person who needs any accommodation in order to participate in the meeting should contact the authority at least 10 days before the meeting so that suitable arrangements can be made.

Contact: Benjamin M. Hoyle, Executive Assistant, Virginia Resources Authority, 707 E. Main St., Suite 1350, Richmond, VA 23219, telephone (804) 644-3100, FAX (804) 644-3109, e-mail bhoyle@vra.state.va.us.

Calendar of Events

DEPARTMENT FOR RIGHTS OF VIRGINIANS WITH DISABILITIES

Protection and Advocacy for Individuals with Mental Illness (PAIMI) Council

February 14, 2001 - 11 a.m. -- Open Meeting
Hampton Inn and Suites, 900 West Main Street, Ethridge Room, Charlottesville, Virginia. (Interpreter for the deaf provided upon request)

A full council meeting will begin at 11 a.m. The Steering Committee will meet at 8:45 a.m. The Priorities, Policy, and Nominating Committee will meet at 9:15 a.m. Committee and the full council meeting are open to the public. Public comment is welcome and will be received at approximately 11 a.m. at the full council meeting.

Contact: Kimberly Ware, Program Operations Coordinator, Department for Rights of Virginians with Disabilities, 202 N. 9th St., Richmond, VA 23219, telephone (804) 225-2061, FAX (804) 225-3221, toll-free (800) 552-3962, (804) 225-2042/TTY, e-mail wareka@drvd.state.va.us.

SEWAGE HANDLING AND DISPOSAL APPEAL REVIEW BOARD

February 28, 2001 - 10 a.m. -- Open Meeting
Henrico County Human Services, 8600 Dixon Powers Road, Board Room, 2nd Floor, Richmond, Virginia.

A meeting to hear appeals of denials of applications for permits to construct a septic system.

Contact: Susan Sherertz, Board Secretary, Department of Health, P.O. Box 2448, Room 115, Richmond, VA 23185, telephone (804) 371-4236, FAX (804) 225-4003, e-mail ssherertz@vdh.state.va.us.

VIRGINIA SMALL BUSINESS FINANCING AUTHORITY

† **February 27, 2001 - 10 a.m.** -- Open Meeting
Department of Business Assistance, 707 E. Main Street, 3rd Floor, Board Room, Richmond, Virginia.

A meeting to review applications for loans submitted to the authority for approval and to conduct general business of the board. Meeting time is subject to change depending upon the agenda of the board.

Contact: Cathleen M. Surface, Executive Director, Department of Business Assistance, P.O. Box 446, Richmond, VA 23218-0446, telephone (804) 371-8254, FAX (804) 225-3384, e-mail csurface@dba.state.va.us.

STATE BOARD OF SOCIAL SERVICES

February 16, 2001 - Public comments may be submitted until this date.

Notice is hereby given in accordance with § 9-6.14:7.1 of the Code of Virginia that the State Board of Social Services intends to amend regulations entitled: **22 VAC 40-690-10 et seq. Virginia Child Care Provider Scholarship Program (formerly Child Day Care Scholarship Programs)**. This regulation is being amended to reflect the administration of the current child care scholarship program. The current regulation was written to administer two different scholarship programs. The two scholarship programs are the CDA credentialing program and the college tuition program. The CDA credentialing scholarship program ended in 1995. The college tuition scholarship program still exists. All references to the CDA credentialing scholarship program have been removed.

Statutory Authority: § 63.1-25 of the Code of Virginia.

Contact: Rhonda Harrell, Program Development Consultant, Division of Licensing Programs, Department of Social Services, 730 E. Broad St., Richmond, VA 23219, telephone (804) 692-1775.

February 16, 2001 - Public comments may be submitted until this date.

Notice is hereby given in accordance with § 9-6.14:7.1 of the Code of Virginia that the State Board of Social Services intends to repeal regulations entitled: **22 VAC 40-900-10 et seq. Community Services Block Grant Guidelines**. This action will repeal the outdated and excessive regulation for the Community Services Block Grant Program.

Statutory Authority: §§ 2.1-590 and 63.1-25 of the Code of Virginia.

Contact: Phyl Parrish, Department of Social Services, 730 E. Broad St., Richmond, VA 23219, telephone (804) 692-1895.

February 16, 2001 - Public comments may be submitted until this date.

Notice is hereby given in accordance with § 9-6.14:7.1 of the Code of Virginia that the State Board of Social Services intends to adopt regulations entitled: **22 VAC 40-901-10 et seq. Community Services Block Grant Program**. The purpose of the proposed regulation is to detail the formula used for the distribution of Community Services Block Grant funds to local community action agencies. The regulation will also require that community action agencies provide matching funds equal to 20% of the grant award.

Statutory Authority: §§ 2.1-590 and 63.1-25 of the Code of Virginia.

Contact: Phyl Parrish, Department of Social Services, 730 E. Broad St., Richmond, VA 23219, telephone (804) 692-1895.

BOARD OF SOCIAL WORK

† **March 2, 2001 - 10 a.m.** -- Open Meeting
Department of Health Professions, 6606 West Broad Street, 5th Floor, Conference Room 1, Richmond, Virginia 

A meeting to adopt final regulations for continuing education and consider other business as may be presented on the agenda.

Contact: Evelyn B. Brown, Executive Director, Board of Social Work, Southern States Bldg., 6606 W. Broad St., 4th Floor, Richmond, VA 23230-1717, telephone (804) 662-9914, FAX (804) 662-9943, (804) 662-7197/TTY , e-mail ebrown@dhp.state.va.us.

March 9, 2001 - 10 a.m. -- Open Meeting
Department of Health Professions, 6606 West Board Street, 5th Floor, Conference Room 2, Richmond, Virginia. 

The Special Conference Committee will convene for an informal conference to hear possible violations of the laws and regulations governing the practice of social work. Public comment will not be heard.

Contact: Rai Minor, Administrative Assistant, Board of Social Work, 6606 W. Broad St., 4th Floor, Richmond, VA 23230-1717, telephone (804) 662-9914, FAX (804) 662-7250, (804) 662-7197/TTY , e-mail bsw@dhp.state.va.us.

BOARD FOR PROFESSIONAL SOIL SCIENTISTS

February 13, 2001 - 10 a.m. -- Open Meeting
Department of Professional and Occupational Regulation, 3600 West Broad Street, Richmond, Virginia.

A general business meeting.

Contact: William H. Ferguson, II, Regulatory Boards Administrator, Department of Professional and Occupational Regulation, 3600 West Broad Street, Richmond, VA, 23230 telephone (804) 367-2406, FAX (804) 367-2475, (804) 367-9753/TTY , e-mail soilscientist@dpor/state.va.us.

COUNCIL ON TECHNOLOGY SERVICES

† **February 14, 2001 - 10 a.m.** -- Open Meeting
3rd floor Conference Room, 110 South 7th Street, Richmond, Virginia. 

A regular monthly meeting of the Wireless E-911 Advisory Board.

Contact: Steve Marzolf, Public Safety Communications Coordinator, Department of Technology Planning, 110 S. 7th St., Suite 135, Richmond, VA 23219, telephone (804) 371-0015, FAX (804) 371-2795, e-mail smarzolf@ntp.state.va.us.

March 8, 2001 - 9 a.m. -- Open Meeting
Department of Transportation, 1221 East Broad Street, Auditorium, Richmond, Virginia.

† **May 17, 2001 - 9 a.m.** -- Open Meeting
Mary Washington College, Fredericksburg, Virginia.

A regular meeting.

Contact: Janice Akers, Department of Technology Planning, 1100 Bank St., Room 901, Richmond, VA 23219, telephone (804) 786-1434, FAX (804) 371-7952, e-mail jakers@egov.state.va.us.

COMMONWEALTH TRANSPORTATION BOARD

February 14, 2001 - 2 p.m. -- Open Meeting
Department of Transportation, 1221 East Broad Street, Auditorium, Richmond, Virginia.

A work session of the Commonwealth Transportation Board and the Department of Transportation staff.

Contact: Cathy M. Ghidotti, Assistant Secretary to the Board, Commonwealth Transportation Board, 1401 E. Broad St., Richmond, VA 23219, telephone (804) 786-6675, FAX (804) 786-6683, e-mail ghidotti_cm@vdot.state.va.us.

February 15, 2001 - 10 a.m. -- Open Meeting
Department of Transportation, 1221 East Broad Street, Auditorium, Richmond, Virginia. 

A monthly meeting to vote on proposals presented regarding bids, permits, additions and deletions to the highway system, and any other matters requiring board approval. Public comment will be received at the outset of the meeting on items on the meeting agenda for which the opportunity for public comment has not been afforded the public in another forum. Remarks will be limited to five minutes. Large groups are asked to select one individual to speak for the group. The board reserves the right to amend these conditions. Separate committee meetings may be held on call of the chairman. Contact VDOT Public Affairs at (804) 786-2715 for schedule.

Contact: Cathy M. Ghidotti, Assistant Secretary to the Board, Commonwealth Transportation Board, 1401 E. Broad St., Richmond, VA 23219, telephone (804) 786-6675, FAX (804) 786-6683, e-mail ghidotti_cm@vdot.state.va.us.

BOARD OF VETERINARY MEDICINE

† **March 1, 2001 - 9 a.m.** -- Public Hearing
Department of Health Professions, 6606 West Broad Street, 5th Floor, Conference Room 4, Richmond, Virginia. 

A meeting to receive public comment on proposed amendments to Public Participation Guidelines.

Contact: Elizabeth A. Carter, Ph.D., Executive Director, Board of Veterinary Medicine, Southern States Bldg., 6606 W. Broad St., 4th Floor, Richmond, VA 23230-1717, telephone (804) 662-9915, FAX (804) 662-9504, (804) 662-7197/TTY , e-mail ecarter@dhp.state.va.us.

Calendar of Events

VIRGINIA VOLUNTARY FORMULARY BOARD

March 1, 2001 - 10:30 a.m. -- Open Meeting
Washington Building, 1100 Bank Street, 2nd Floor,
Conference Room, Richmond, Virginia. 

A meeting to review public hearing comments and product data for drug products being considered for inclusion in the Virginia Voluntary Formulary.

Contact: James K. Thomson, Director, Bureau of Pharmacy Services, Department of Health, Monroe Building, 101 N. 14th St., Room S-45, Richmond, VA 23219, telephone (804) 786-4326.

VIRGINIA WASTE MANAGEMENT BOARD

February 13, 2001 - 1 p.m. -- Public Hearing
West Central Regional Office, Department of Environmental Quality, 3019 Peters Creek Road, Roanoke, Virginia.

March 16, 2001 - Public comments may be submitted until this date.

Notice is hereby given in accordance with § 9-6.14:7.1 of the Code of Virginia that the Virginia Waste Management Board intends to amend regulations entitled: **9 VAC 20-70-10 et seq. Financial Assurance Regulations for Solid Waste Facilities.** The proposed amendments will incorporate statutory changes, update provisions to maintain consistency with federal regulations and require submittal of documentation to verify that financial assurance mechanisms are funded to required amounts.

Statutory Authority: §§ 10.1-1402 and 10.1-1410 of the Code of Virginia.

Contact: Melissa Porterfield, Department of Environmental Quality, P.O. Box 10009, Richmond, VA 23240, telephone (804) 698-4238.

March 7, 2001 - 9 a.m. -- Open Meeting
Department of Environmental Quality, 629 East Main Street, Richmond, Virginia. 

A meeting of the advisory committee assisting the department in developing proposed amendments to the Voluntary Remediation Regulation.

Contact: Melissa Porterfield, Virginia Waste Management Board, Department of Environmental Quality, P.O. Box 10009, Richmond, VA 23240, telephone (804) 698-4238, e-mail mporterfi@deq.state.va.us.

STATE WATER CONTROL BOARD

NOTE: CHANGE IN PUBLIC HEARING DATE

† **March 7, 2001 - 1 p.m.** -- Public Hearing
Chase City Municipal Building, 319 North Main Street, Council Chambers, Chase City, Virginia.

† **April 13, 2001** - Public comments may be submitted until this date.

Notice is hereby given in accordance with § 9-6.14:7.1 of the Code of Virginia that the State Water Control Board intends to amend regulations entitled: **9 VAC 25-430-10 et seq. Roanoke River Basin Water Quality Management Plan.** The proposed amendments increase the BOD₅ allocations in the plan for the Chase City Municipal Sewage Treatment Plant.

Statutory Authority: § 62.1-44.15 of the Code of Virginia.

Contact: Kyle Winter, Department of Environmental Quality, 4949-A Cox Rd., Glen Allen, VA 23060, telephone (804) 527-5048, FAX (804) 527-5106 or (804) 698-4021/TTY 

February 28, 2001 - 7 p.m. -- Public Hearing
Department of Environmental Quality, 4411 Early Road, Harrisonburg, Virginia.  (Interpreter for the deaf provided upon request)

A public hearing to receive comments on the proposed discharge permit for the North River wastewater treatment facility located on State Route 867 in Mount Crawford.

Contact: Valerie Rourke, Department of Environmental Quality, P.O. Box 3000, Harrisonburg, VA 22801, telephone (540) 574-7839, FAX (540) 574-7878, (804) 698-4021/TTY , e-mail varourke@deq.state.va.us.

March 1, 2001 - 2 p.m. -- Open Meeting
Virginia War Memorial, Auditorium, 621 South Belvidere Street, Auditorium, Richmond, Virginia. 

March 5, 2001 - 2 p.m. -- Open Meeting
Department of Environmental Quality, West Central Regional Office, 3019 Peters Creek Road, Roanoke, Virginia. 

A public meeting to receive comments on the State Water Control Board's notice of intent of the triennial review of the water quality standards.

Contact: Eleanore Daub, Department of Environmental Quality, P.O. Box 10009, Richmond, VA 23240, telephone (804) 698-4111, FAX (804) 698-4522, e-mail emdaub@deq.state.va.us.

INDEPENDENT

VIRGINIA RETIREMENT SYSTEM

February 13, 2001 - Noon -- Open Meeting

March 14, 2001 - 3 p.m. -- Open Meeting
Virginia Retirement System Headquarters, 1200 East Main Street, Richmond, Virginia. 

A regular meeting of the Investment Advisory Committee.

Contact: Darla K. Glazier, Office Manager, Virginia Retirement System, P.O. Box 2500, Richmond, VA 23218, telephone (804) 649-8059, FAX (804) 786-1541, toll-free (888) 827-3847, (804) 344-3190/TTY , e-mail dglazier@vrs.state.va.us.

February 15, 2001 - 1 p.m. -- Open Meeting
March 15, 2001 - 9 a.m. -- Open Meeting
 Virginia Retirement System Headquarters, 1200 East Main Street, Richmond, Virginia. 

A regular meeting of the Board of Trustees.

Contact: Darla K. Glazier, Office Manager, Virginia Retirement System, P.O. Box 2500, Richmond, VA 23218, telephone (804) 649-8059, FAX (804) 786-1541, toll-free (888) 827-3847, (804) 344-3190/TTY , e-mail dglazier@vrs.state.va.us.

February 15, 2001 - 10 a.m. -- Open Meeting
 Virginia Retirement System Headquarters, 1200 East Main Street, Richmond, Virginia. 

The following committees will meet:

- Benefits and Actuarial Committee - 10 a.m.
- Audit and Compliance Committee - 11 a.m.
- Administration and Personnel Committee - Noon

Contact: Darla K. Glazier, Office Manager, Virginia Retirement System, P.O. Box 2500, Richmond, VA 23218, telephone (804) 649-8059, FAX (804) 786-1541, toll-free (888) 827-3847, (804) 344-3190/TTY , e-mail dglazier@vrs.state.va.us.

LEGISLATIVE

Notice to Subscribers

Legislative meetings held during the Session of the General Assembly are exempted from publication in *The Virginia Register of Regulations*. You may call Legislative Information for information on standing committee meetings. The number is (804) 698-1500.

VIRGINIA FREEDOM OF INFORMATION ADVISORY COUNCIL

March 14, 2001 - 10 a.m. -- Open Meeting
 General Assembly Building, 9th and Broad Streets, House Room D, Richmond, Virginia.  (Interpreter for the deaf provided upon request)

A regular meeting.

Contact: Maria J.K. Everett, Executive Director, Virginia Freedom of Information Advisory Council, General Assembly Building, 910 Capitol St., 2nd Floor, Richmond, VA 23219, telephone (804) 225-3056, FAX (804) 371-0169, toll-free (866) 448-4100, e-mail meverett@leg.state.va.us.

CHRONOLOGICAL LIST

OPEN MEETINGS

February 12
 Nursing, Board of
 - Special Conference Committee
 † Nursing Home Administrators, Board of

February 13
 Alcoholic Beverage Control Board
 Aviation Board, Virginia
 Corrections, Board of
 - Correctional Services/Policy and Regulations Committee
 Nursing, Board of
 - Special Conference Committee
 Recycling Markets Development Council, Virginia
 Resources Authority, Virginia
 Retirement System, Virginia
 - Investment Advisory Committee
 Soil Scientists, Board for Professional

February 14
 Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects, Board for
 - Land Surveyors Section
 Aviation Board, Virginia
 Chesapeake Bay Local Assistance Board
 - Grants Committee
 - Northern Area Review Committee
 - Southern Area Review Committee
 Corrections, Board of
 - Administration Committee
 Medicine, Board of
 - Informal Conference Committee
 Museum of Fine Arts, Virginia
 - Architect Search Committee
 - Communications and Marketing Committee
 - Education and Programs Committee
 - Exhibitions Committee
 - Legislative Committee
 - Planning Committee
 † Rights of Virginians with Disabilities, Department for
 - Protection and Advocacy for Individuals with Mental Illness (PAIMI) Council
 † Technology Services, Council on
 - Wireless E-911 Advisory Board
 Transportation Board, Commonwealth

February 15
 Asbestos and Lead, Board for
 Assistive Technology Loan Fund Authority
 Audiology and Speech-Language Pathology, Board of
 Conservation and Recreation, Department of
 - Lake Anna State Park Advisory Committee
 Education, Board of
 † Manufactured Housing Board, Virginia
 Museum of Fine Arts, Virginia
 - Board of Trustees
 - Buildings and Grounds Committee

Calendar of Events

- Collections Committee
- Finance Committee
- Nursing, Board of
- Special Conference Committee
- Retirement System, Virginia
- Board of Trustees
- Administration and Personnel Committee
- Audit and Compliance Committee
- Benefits and Actuarial Committee
- Transportation Board, Commonwealth

February 16

- Air Pollution Control Board, State
- Correctional Education, Board of
- Mines, Minerals and Energy, Department of
- Division of Mined Land Reclamation

February 19

- Old Dominion University
- Board of Visitors Executive Committee

February 21

- Agriculture and Consumer Services, Department of
- Virginia Cattle Industry Board
- Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects, Board for
- Landscape Architects Section
- † Contractors, Board for
- People with Disabilities, Virginia Board for
- † Racing Commission, Virginia

February 22

- Nursing, Board of
- Special Conference Committee

February 23

- Agriculture and Consumer Services, Department of
- Virginia Bright Flue-Cured Tobacco Board
- Nursing, Board of
- Special Conference Committee

February 26

- † Agriculture and Consumer Services, Department of
- Virginia Sheep Industry Board
- Design-Building/Construction Management Review Board

February 27

- Compensation Board
- Marine Resources Commission
- † Small Business Financing Authority, Virginia

February 28

- Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects, Board for
- Certified Interior Designers Section
- At-Risk Youth and Families, Comprehensive Services for
- State Executive Council
- † Funeral Directors and Embalmers, Board of
- Legislative Committee
- † Housing, Development Authority, Virginia
- Milk Commission, State
- Sewage Handling and Disposal Appeal Review Board

March 1

- † Charitable Gaming Commission
- Game and Inland Fisheries, Board of
- † Medicine, Board of
- Informal Conference Committee
- Voluntary Formulary Board, Virginia
- Water Control Board, State

March 2

- Art and Architectural Review Board
- † Social Work, Board of

March 3

- Blind and Vision Impaired, Board for the

March 5

- Barbers and Cosmetology, Board for
- Water Control Board, State

March 6

- † Housing Development Authority, Virginia
- † Museum of Fine Arts, Virginia
- Executive Committee

March 7

- Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects, Board for
- † Funeral Directors and Embalmers, Board of
- † Nursing, Board of
- Waste Management Board, Virginia

March 8

- Agriculture and Consumer Services, Department of
- Virginia Cotton Board
- † Funeral Directors and Embalmers, Board of
- Technology Services, Council on

March 9

- † Housing Development Authority, Virginia
- † Medicine, Board of
- Informal Conference Committee
- † Optometry, Board of
- † Physical Therapy, Board of
- Social Work, Board of
- Special Conference Committee

March 12

- Local Government, Commission on
- † Motor Vehicle Dealer Board
- Advertising Committee
- Dealer Practices Committee
- Franchise Law Committee
- Licensing Committee
- Personnel Committee
- Transaction Recovery Fund Committee
- † Professional and Occupational Regulation, Board for

March 13

- Conservation and Recreation, Department of
- Board of Conservation and Development of Public Beaches
- † Housing Development Authority, Virginia
- † Motor Vehicle Dealer Board
- Finance Committee
- † Psychology, Board of

Resources Authority, Virginia

March 14

Freedom of Information Advisory Council, Virginia
 † Housing Development Authority, Virginia
 Retirement System, Virginia

March 15

† Agriculture and Consumer Services, Department of
 Conservation and Recreation, Department of
 - Soil and Water Conservation Board
 Labor and Industry, Department of
 - Virginia Apprenticeship Council
 † Medicine, Board of
 - Informal Conference Committee
 Retirement System, Virginia

March 16

† Architects, Professional Engineers, Land Surveyors,
 Certified Interior Designers and Landscape Architects,
 Board for

March 19

Design-Building/Construction Management Review
 Board
 Library Board
 - Archival and Information Services Committee
 - Collection Management Services Committee
 - Legislative and Finance Committee
 - Public Library Development Committee
 - Publications and Educational Services Committee
 - Records Management Committee
 Nursing, Board of
 Old Dominion University
 - Board of Visitors Executive Committee

March 20

Higher Education for Virginia, State Council of
 † Nursing, Board of

March 21

Nursing, Board of

March 22

Education, Board of
 † Housing Development Authority, Virginia
 † Medicine, Board of
 - Informal Conference Committee
 Nursing, Board of

March 26

† Agricultural Council, Virginia

March 27

† Agricultural Council, Virginia
 Marine Resources Commission

March 28

At-Risk Youth and Families, Comprehensive Services for
 - State Executive Council
 † Housing Development Authority, Virginia

March 29

† Housing Development Authority, Virginia

April 3

† Housing Development Authority, Virginia

April 4

† Housing Development Authority, Virginia

April 5

† Medicine, Board of
 - Informal Conference Committee
 Nursing, Board of
 - Special Conference Committee

April 6

Art and Architectural Review Board
 † Medicine, Board of
 - Informal Conference Committee

April 11

† Medicine, Board of
 - Informal Conference Committee

April 12

Old Dominion University

April 16

Design-Build/Construction Management Review Board

April 17

† Blind and Vision Impaired, Department for the
 † Nursing, Board of
 - Special Conference Committee

April 18

† Medicine, Board of
 - Informal Conference Committee

April 19

† Medicine, Board of
 - Informal Conference Committee

April 23

† Medicine, Board of
 - Informal Conference Committee

April 24

† Medicine, Board of
 - Informal Conference Committee

April 25

At-Risk Youth and Families, Comprehensive Services for
 - State Executive Council
 † Medicine, Board of
 - Informal Conference Committee

May 4

† Art and Architectural Review Board

May 17

† Technology Services, Council on

PUBLIC HEARINGS

February 12

Outdoors Foundation, Virginia

February 13

Waste Management Board, Virginia

February 14

† Nursing Home Administrators, Board of
 † Pharmacy, Board of

Calendar of Events

February 16

† Dentistry, Board of

February 20

† Health Professions, Board of

February 21

Contractors, Board for
Counseling, Board of

February 28

† Milk Commission, State
Water Control Board, State

March 1

† Veterinary Medicine, Board of

March 7

† Funeral Directors and Embalmers, Board of
† Water Control Board, State

March 9

† Optometry, Board of

March 20

† Nursing, Board of

April 6

† Medicine, Board of

May 3

† Air Pollution Control Board, State