**Section 100.545 Index Department Review of Adopted Rules**

The Index Department staff will review all adopted rules, amendments and repealers for publication, filing, and codification requirements upon the agency's submission of the material to the Index Department following the end of the second notice period. The Register and file versions will be checked for compliance with this Part. Agencies shall submit the following:

a) One acceptable word processing version of the Notice of Adopted Rules on a 3½ inch disc.

b) One original and two copies of the Register pages correctly collated and stapled with the Notice preceding the text.

c) The original and two copies of the file pages that are all three-hole punched, not stapled and printed on one side of the page, with the agency certification preceding the files pages.

d) The JCAR Certification of No Objection or, if JCAR has issued an objection, the agency's response to the objection in proper format pursuant to this Part.

e) A copy of the JCAR agreements issued on the rulemaking resulting from JCAR review of the rulemaking and the agency.

f) A cover letter describing the material being submitted.

(Source: Amended at 22 Ill. Reg. 11532, effective July 1, 1998)