**Section 1675.120 Petition for the Adoption, Amendment, or Repeal of a Commission Rule**

a) Any interested or affected person or agency may petition this Commission requesting the adoption, amendment, or repeal of a Commission rule. Such petitions shall be submitted in writing to the Illinois Civil Service Commission, 425½ South Fourth Street, Springfield, Illinois. Four copies of each petition along with any supporting documents shall be submitted in the following form:

1) Petition for (adoption, amendment, repeal) of a Part (Part No. if applicable) of the Illinois Civil Service Commission.

2) I, (Name of interested party), do hereby petition the Illinois Civil Service Commission to (adopt, amend, repeal) a Part (Part No. if applicable) for the following reasons:

3) (State reasons as fully as possible. Attach or include any documentation for your reasons.)

b) If the petition is for the adoption or amendment of a rule, attach a draft of the proposed adopted or amended Rule which will adequately deal with the reasons outlined for adoption or amendment.

c) All such petitions shall be signed by the petitioner and shall state his or her address and phone number.

d) Upon receipt of a petition in the proper form, such petition will be considered by the Commission. If the petition is granted, the petitioner will be notified in writing and the Commission shall initiate rulemaking proceedings in accordance with Section 5 of the Illinois Administrative Procedure Act and Section 1675.110 of this Part.