**Section 2375.110 Procedure for Submission, Consideration and Disposition of Petitions Seeking the Promulgation, Amendment or Repeal of the Rules of the State Employees Retirement System**

a) Right to Petition

Any interested person may petition the Executive Secretary requesting the promulgation of a Rule or Regulation or for an amendment, modification, revision or repeal of any existing rule.

b) Form of Petition

The Petition shall be in writing and signed by the party requesting the promulgation, amendment, modification, revision or repeal of any of the rules of the State Employees Retirement System. The Petition should set forth the following information:

1) A statement of whether the promulgation of a new Rule or the amendment, modification, revision or repeal of a present Rule is being sought, and

2) If a Petition requests the promulgation of a new Rule, the Petition shall set forth the full text of the suggested new Rule, and

3) If the Petition requests the amendment, revision or modification of an existing Section, the Petition shall identify the existing Section as to which amendment, revision or modification is being requested and should set forth the full text of the Rule as amended, revised or modified, and

4) If the Petition requests the repeal of an existing Section the Petition shall identify the particular Section as to which repeal is being requested, and

5) A statement of the Petitioner's reasons for requesting the promulgation, amendment, revision, modification or repeal as the case may be.

c) Filing of Petition

Such Petition may be filed in person or by mail with the Executive Secretary of the State Employees' Retirement System at the Springfield Office, P.O. Box 19255-2101 South Veterans Parkway, Springfield, IL 62 794-9255.

d) Disposition of Petition

The Executive Secretary will present the Petition to the Board of Trustees at its next regularly scheduled meeting following receipt of the Petition. Within 30 days after said meeting, the Executive Secretary will notify the Petitioner whether the board will grant the Petition and initiate Rule making proceedings in accordance with Section 5-35 of the Illinois Administrative Procedure Act (Ill. Rev. Stat. 1991, ch. 127, par. 1005-35).

(Source: Amended at 15 Ill. Reg. 1571, effective January 22, 1991)