**Section 150.110 Orders**

a) The Department shall prepare a written order and opinion for all final determinations, which shall include the Findings of Fact, Conclusions of Law, Recommendations of the Hearing Officer, and the Order of the Secretary.

b) The Hearing Officer shall prepare the Findings of Fact, Conclusions of Law, and Recommendations to the Secretary. The Findings of Fact and Conclusions of Law must be stated separately.

c) The Order of the Secretary of State shall be the decision of the Office upon the application for relief.

d) The Department shall notify all parties or their agents personally or by mail of the Findings of Fact, Conclusions of Law, Recommendations, and the Order, within 180 calendar days after the end of the hearings.

e) Orders of Default shall be entered against the petitioner or respondent, as the case may be, where the petitioner or respondent fails to appear for the hearing at the scheduled time, and has failed to request, or has not been granted a continuance in accordance with Section 150.100(t) and (u).