**Section 164.203 Conduct of Hearing**

a) The Hearing Officer shall make an opening statement which shall include the following points:

1) The purpose of the hearing;

2) Issues involved in the decision, if any, to be made by the Agency;

3) Tentative determinations, if any, already made by the Agency;

4) Factors which the Agency will consider in making the decision;

5) Information and comments to be solicited from the public at the hearing;

6) a statement as to what questioning, if any, will be permitted by the Hearing Officer.

b) The Hearing Officer shall read into the record the names and other identifying information of persons who have submitted written statements prior to the hearing.

c) The Hearing Officer shall allow relevant oral statements and all written statements at the hearing.

d) The Hearing Officer shall admit relevant exhibits into the record.

e) The Hearing Officer may make a closing statement and shall set a date when the hearing record will close. Unless the Hearing Officer provides otherwise, this date shall be 30 days from the date of the last scheduled hearing.