**Section 168.310 Proposed Findings of Fact and Conclusions of Law**

a) If the Hearing Officer finds it necessary in order to render a decision, the Hearing Officer shall require and establish a schedule for the filing of briefs, proposed findings of fact and conclusions of law.

b) All proposed findings of fact and conclusions of law shall:

1) Be in writing and served upon all other parties;

2) Be accompanied by a supporting statement or brief; and

3) State specifically all matters officially noticed.