**Section 100.160 Informal Action in Lieu of Adjudicatory Proceedings**

Any matter may, with the permission or at the direction of the Board, be filed with the Director of the Office of Mines and Minerals in his capacity as executive officer of the Board, and the Director of the Office of Mines and Minerals, in said aforementioned capacity may, if he so elects, take up such matter by correspondence or informal conference with the person, firm, corporation or association, or their respective representative, in an endeavor to bring about an adjustment thereof. Such matter shall be set forth in writing and shall include the names and addresses of all persons involved, a brief statement of the matter, and the signature of the person bringing such matter to the attention of the Board. Such matter so filed will not initiate a formal proceeding, and will not arrest the running of any limitation period. The filing of any such matter shall be without prejudice to the right of the Department to file a complaint formally.