

2.1 (8) change reference numbers to agree with renumbered statutes or ~~parts~~ divisions of
2.2 statutes;

2.3 (9) substitute the proper ~~rule, paragraph, clause, or other part of a rule~~ rule part, subpart,
2.4 or other division of a rule part for the term "this rule," "the preceding rule" and the like;

2.5 (10) substitute numbers for written words and written words for numbers;

2.6 (11) substitute the term "rule" for the term "regulation" when "regulation" refers to a
2.7 Minnesota rule;

2.8 (12) substitute the date on which the rule becomes effective for the words "the effective
2.9 date of this rule," and the like;

2.10 (13) change capitalization, punctuation, and forms of citation for the purpose of
2.11 uniformity;

2.12 (14) convert citations of Laws of Minnesota to citations of Minnesota Statutes;

2.13 (15) correct manifest clerical or typographical errors;

2.14 (16) correct all misspelled words;

2.15 (17) correct manifest grammatical and punctuation errors;

2.16 (18) replace gender specific words with gender neutral words and, if necessary, recast
2.17 sentences containing gender specific words; and

2.18 (19) make other editorial changes to ensure the accuracy and utility of the compilation
2.19 or supplement.

2.20 (b) The revisor shall provide headnotes as catch words to ~~rules~~ rule parts and, if
2.21 ~~appropriate, to paragraphs, clauses, or other parts of a rule~~ subparts. The headnotes are not
2.22 part of the rule even if included with the rule when adopted. The revisor ~~shall~~ may change
2.23 ~~a headnotes~~ headnote to clearly indicate the subject matter of ~~the rules~~ a rule part or subpart.
2.24 "Headnote" means any text functioning as catch words to the substance of text and not itself
2.25 communicating the substantive content of the rule part or subpart.