vii

USER'S GUIDE

Minnesota Rules 2012 Supplement contains amendments, additions, or repeals of agency rules adopted and printed in the State Register from May 2, 2011, to October 29, 2012. It supplements Minnesota Rules 2011.

In this supplement, amendments to parts, subparts, or items of Minnesota Rules are published with the numbers of the amended parts, subparts, or items. Where all subparts or items of a particular part are not included in this supplement, their omission is indicated in the following manner:

[For text of subps 2 and 3, see M.R.]

Because new rules or amendments or repeals to rules may have been adopted and published in the State Register after October 29, 2012, consult the State Register for changes after that date.

New rules have been classified and numbered in conformity with the numbering system of Minnesota Rules. Repeals of parts and subparts of Minnesota Rules 2011 are shown. At the beginning of each chapter of the supplement is a list of all parts included which are new or have been amended in that chapter.

Statutory Authority. Agencies and departments may adopt rules only if given authority to do so by the legislature. Therefore, for any given rule there is a section in Minnesota Statutes or Laws of Minnesota that the agency or department has cited as the source of authority to adopt the rules. The authority is referred to as "statutory authority."

As an aid to the user, Minnesota Rules provides a citation to the statutory authority for each rule part. The citation is printed at the end of each part.

Example:

7871.0050 LOST TICKETS.

The association shall consider claims for lost pari-mutuel tickets but is not liable for lost pari-mutuel tickets.

MS s 240.23

In the example, Minnesota Statutes, section 240.23, the Minnesota Racing Commission has cited this statute as the authority to adopt rules for lost pari-mutuel tickets.

MINNESOTA RULES 2012

USER'S GUIDE viii

History. The history contains a volume number and page number reference to the State Register where the notice of adoption for the action taken on each rule was published. As an aid to the user, the history is printed at the end of each part in this supplement.

Example:

26 SR 1438

This example shows that the notice of adoption appeared on page 1438 of volume 26 of the State Register.

Notes. Throughout Minnesota Rules, editor's notes appear wherever special information about a chapter or part will aid the reader's understanding. Notes call a reader's attention to such things as delayed effective dates.

User's Aids. The following tables in Minnesota Rules 2012 Supplement are briefly described in this User's Guide. A more detailed user's guide precedes each table.

Table of State Register Citations. The Table of State Register Citations lists the date for the State Register citation in the history of each part in the supplement.

Table of Amendments. The Table of Amendments in this supplement lists the action taken on each part of Minnesota Rules from May 2, 2011, to October 29, 2012, whether it was repealed, amended, renumbered, or is new, and the State Register cite where the notice of adoption of the action taken was published or the Minnesota Laws cite if the action was passed by law.

Index. The index for Minnesota Rules 2012 Supplement reflects only those rules that are published in the supplement. Use this index in conjunction with the complete index for Minnesota Rules found in volume 11 of Minnesota Rules 2011. An Index User's Guide precedes the index.