



**RULE-MAKING ORDER**  
(RCW 34.05.360)

**CR-103** (10/1/89)

Agency: Office of Administrative Hearings

- Permanent Rule  
 Emergency Rule

(1) Date of adoption: 5-5-93

(2) Purpose: To publish current description of central and field organization as required by public disclosure law.

(3) Citation of existing rules affected by this order:

Repealed:  
Amended: WAC 10-04-020  
Suspended:

(4) Authority for adoption:

Statute: RCW 42.17.250(a)  
Other Authority:

**(5.1) PERMANENT RULE ONLY**

Pursuant to notice filed as WSR 93-07-097 on 3-23-93 (date).

Describe any changes other than editing from proposed to adopted version:

no change

**(5.2) EMERGENCY RULE ONLY**

Pursuant to RCW 34.05.350 the agency for good cause finds:

- (a) That immediate adoption, amendment, or repeal of a rule is necessary for the preservation of the public health, safety, or general welfare, and that observing the time requirements of notice and opportunity to comment upon adoption of a permanent rule would be contrary to the public interest.
- (b) That state or federal law or federal rule or a federal deadline for state receipt of federal funds requires immediate adoption of a rule.

Reasons for this finding:

(5.3) Any other findings required by other provisions of law as precondition to adoption or effectiveness of rule?

Yes  No If yes, explain:

(6) Effective date of rule:

**Permanent Rules**

**Emergency Rules**

- 31 days after filing  
 Other (specify) \_\_\_\_\_
- Immediately  
 Later (specify) \_\_\_\_\_

\*(If less than 31 days after filing, specific finding in 5.3 under RCW 34.05.380(3) is required)

NAME (TYPE OR PRINT)

David R. LaRose

SIGNATURE

TITLE

Chief Administrative Law Judge

DATE

5-5-93

**CODE REVISER USE ONLY**

CODE REVISER'S OFFICE  
STATE OF WASHINGTON

MAY 15 1993

TIME  
WSH

93-10-098

AMENDATORY SECTION (Amending Order 6, filed 6/15/89)

**WAC 10-04-020 Function--Organization--Offices.** The office of administrative hearings was created by chapter 34.12 RCW for the impartial administration of administrative hearings for state agencies. The office is under the direction of the chief administrative law judge and is organized in two divisions.

Administrative law judges assigned to the two divisions preside over hearings in adjudicative proceedings and issue initial or final orders, including findings of fact and conclusions of law. Division one is responsible for hearings held before and department of social and health services, the utilities and transportation commission, the liquor control board, the department of licensing, the superintendent of public instruction, and any other state agency requiring administrative law judge services except the employment security department. Division two is responsible for hearings held before the employment security department.

The administrative office is located at (~~(Building No. 1, 4224 6th Avenue S.E., Lacey, Washington, 98504-8915)~~) 2424 Heritage Court SW, Suite 302, P O Box 42488, Olympia, Washington, 98504-2488. The office hours are 8:00 a.m. to noon and 1:00 p.m. to 5:00 p.m., Monday through Friday except legal holidays. Administrative law judges are housed in (~~(the following)~~) field offices((-)) located in Everett, Olympia, Seattle, Spokane, Vancouver, and Yakima. Each of these offices is headed by a senior administrative law judge.

~~((Social & Health Subdivision  
1212 Jefferson SE, Suite 200  
Olympia WA 98504-7821~~

~~Social & Health Subdivision  
1414 Dexter Avenue North  
Seattle WA 98109~~

~~Social & Health Subdivision  
2nd Floor, ES Building  
South 130 Arthur  
Spokane WA 99202~~

~~Social & Health Subdivision  
2722 Colby, Suite 103  
Everett WA 98201~~

~~Yakima Subdivision  
1110 West Lincoln Avenue  
Yakima WA 98902~~

~~Utilities & Transportation Subdivision  
1212 Jefferson SE, Suite 200  
Olympia WA 98504-7821~~

~~Liquor Control Subdivision  
1212 Jefferson SE, Suite 200  
Olympia WA 98504 7821~~

~~Employment Security Subdivision  
Room 606 Securities Building  
1904 Third Avenue  
Seattle WA 98101~~

~~Employment Security Subdivision  
921 Lakeridge Way, Suite C  
Olympia WA 98504 [5822]~~

~~Employment Security Subdivision  
2nd Floor, ES Building  
P.O. Box TAF C 14  
Spokane WA 99220~~

~~Vancouver Subdivision  
111 West 39th Street, Suite A  
Vancouver WA 98660}}~~

All written communication by parties pertaining to a particular case shall be filed with the field office, if any, assigned to the case, and otherwise with the deputy chief administrative law judge at the administrative office.