

**WAC 110-03-0320 Procedures at the hearing.** (1) At the hearing, the ALJ:

- (a) Explains the rights of the parties;
  - (b) Marks and admits or rejects exhibits;
  - (c) Sustains or overrules objections made by the parties, as provided by law;
  - (d) Ensures that a record is made;
  - (e) Explains that a decision is mailed after the hearing; and
  - (f) Notifies the parties of appeal rights.
- (2) The parties may:
- (a) Make opening statements to explain the issues;
  - (b) Offer evidence to prove their positions, including oral or written statements of witnesses;
  - (c) Question the witnesses presented by the other parties; and
  - (d) Give closing arguments about what the evidence shows and what laws apply.
- (3) The record is closed at the end of the hearing if the ALJ does not allow more time to offer evidence.

[Statutory Authority: RCW 34.05.220, 43.216.020, and 43.216.065. WSR 20-02-031, § 110-03-0320, filed 12/19/19, effective 1/19/20.]