

PETITION PROCESS FLOWCHART

(Refer to [NAC 501.195](#) for detailed process)

Note: The petition process is used to request a change to existing regulation or create a new regulation. Current regulations remain in effect until any proposed changes are fully adopted. A petition for changes to adopt, file, amend or repeal a permanent regulation does not affect the present, only the future. The process takes at least 4 months.

Petitioner will fill out the petition form explaining the reason and legal authority. They will also include the proposed language change to a pertinent NAC. Legal authority must be based on NRS.



Commission will refer the petition to the Department to obtain a recommendation.



The Department and Office of the Attorney General will review the petition to verify legal authority. Not later than 20 days after receiving the petition, the Department will forward their recommendation to the Commission whether to deny the petition or initiate rulemaking based on legal authority.



The Executive Assistant to the Secretary of the Commission will work with the petitioner to schedule the petition to be heard at a Nevada Board of Wildlife Commissioners meeting. The petitioner must appear at the meeting to support their petition, and answer any questions.



The Commission will hold the meeting: At the meeting, the petitioner will present their petition and answer questions. Department staff will be prepared to address any questions the Commission may have. The Commission will decide to accept or deny petition.



Within 30 days after a petition is presented to the Commission, the Secretary of the Commission will notify the petitioner in writing of the Commission's decision to deny the petition or initiate rulemaking. If accepted by Commission, the Department initiates the rule-making procedures set forth in Chapter 233B of NRS.