

## **Frequently Asked Questions**

Q: When and where is the hearing?

A: 9:00 a.m. - 11:00 a.m., April 2, 2018 at 1500 Capitol Avenue, Rm 167 - Hearing Room, Sacramento, CA 95814. It is recommended that persons wishing to present testimony arrive 30 minutes earlier to sign in and complete a speaker registration form to be used by the hearing panel.

Q: Is there a sign in at the hearing?

A: Sign in is voluntary. Attendees who wish to testify at the hearing will be asked to complete a speaker registration form when they arrive to be used by the hearing panel to announce the speaker. A business card is also helpful to include with the speaker registration form.

Q: If I want to speak what do I need to do or bring?

A: The Department requests that persons presenting testimony bring at least three (3) copies of any exhibits and supporting documents for the hearing panel.

Q: How long do I have to speak?

A: Speakers are limited to 3-5 minutes for their oral testimony. Time is adjusted dependent upon the number of speakers.

Q: Will people providing testimony be sworn in?

A: Persons presenting testimony at this hearing will not be sworn in.

Q: Will there be cross-examination of the people presenting testimony by the hearing panel?

A: There will not be a cross-examination of any person presenting testimony, or otherwise debate to discuss the issues which may be presented at the hearing. The Department may ask clarifying questions from the speaker about the testimony or any supporting documents submitted to the panel.

Q: How will the oral testimony be recorded?

A: All oral comments made during this hearing will be recorded by a certified court reporter. To assist the court reporter to accurately capture all testimony, speakers are requested to bring two (2) business cards. One will be given to the court reporter and the second will be given to the hearing officer along with the speaker registration form.

Q: Will the Department make a decision at the hearing?

A: No. The Department may ask clarifying questions from persons presenting testimony, but no more than this at this stage of considering the petition.

## **Frequently Asked Questions**

Q: What if I want to bring my comments but not provide testimony?

A: The Department will consider all comments equally whether written or oral. Comments may be provided before the hearing, at the hearing or after the hearing. The Department will consider comments and exhibits until 30 days after the hearing before it decides upon a rulemaking. The deadline for any additional comments will be May 2, 2018 at 5:00 pm.

Written comments may be submitted as follows:

1. By email to: [regulations@cdph.ca.gov](mailto:regulations@cdph.ca.gov). It is requested that email transmission of comments, particularly those with attachments, contain the regulation package identifier "P-17-02 Pet Food Labeling Petition" in the subject line to facilitate timely identification and review of the comment;
2. By fax transmission to: (916) 440-5747;
3. By United States Postal Service to: California Department of Public Health, Office of Regulations, 1415 L Street, Suite 500, Sacramento, CA 95814; or
4. Hand-delivered to: California Department of Public Health, Office of Regulations, 1415 L Street, Suite 500, Sacramento, CA 95814.

All submitted comments should include the petition identifier, "P-17-02 Pet Food Labeling Petition," author's name and email or mailing address.

Q: Can I submit comments by any other means than above?

A: Persons wishing to use the California Relay Service may do so at no cost by dialing 711 before the deadline of May 2, 2018, at 5:00 pm.

Q: When will the Department decide it will initiate a rulemaking or not?

A: The minimum time the Department will take to decide on a course of action will be at least 90 days from the date of hearing to allow for follow up written submissions and a review of the hearing transcript. Depending upon the total received material it may take longer than 90 days. Once a decision is made to make regulatory changes, the process to develop the regulation text and supporting documents in compliance with the Administrative Procedure Act (APA) can be a lengthy procedure.

Q: Will the public be notified of the Department's decision?

A: All parties who speak at the hearing, submit written comments or have expressed an interest in this subject will be notified of the decision. The Department will also post its decision on the California Department of Public Health's Office of Regulation website (<https://www.cdph.ca.gov/Programs/OLS/Pages/Office-of-Regulations.aspx>) and in the California Regulatory Notice Register published by the Office of Administrative Law.