From: VANDEHEY Maggie
To: EBERSOLE Gerald; CURTIS Andrea; FINNERAN Brian; CAPP Carrie Ann; NORDBERG Dave; WIND Cory Ann; INAHARA Jill; BARROWS Bob; LEBRUN Dave; KISHIDA Koto; CLIPPER Chris; STURDEVANT Debra; CALVERT Paula; ROOT Jenny; ROICK Tom; FOREMAN Katie;
cc: CALDERA Stephanie;
Subject: RM- Monthly Report
Date: Wednesday, May 29, 2013 9:07:29 AM

Hi,

I wasn't around to remind you to complete your rulemaking status for April. Now that I'm back, would you please report rulemaking activity for both April and May, if you have not yet reported?

Reporting month: 2013-04 to report April activities and 2013-05 to report May activities
Due date: Monday, June 3, 2013.

þ Please complete a Monthly Reporting Form for each of your rule proposals on the rulemaking SharePoint. This is a required report regardless of the reporting month's activity or activity planned in the upcoming month.

þ Check out what you've reported and please show your manager how to check the status. There are other views and you can create your own.

PURPOSE The EQC asked for a monthly rulemaking status report. Information gathered through the form will help develop that report. Reports will be finalized during the first week of the month. In addition to being sent to the EQC, the report will reside on the Rulemaking SharePoint where it is available to the team, your management and EMT. BACKGROUND: Completing this form also triggers other actions such as:

- Scheduling training for next steps in your rulemaking process
- Populating your SharePoint folders with blank documents for the next process step. For example, when the monthly report indicates start rulemaking activities will happen in the upcoming month, the SCHEDULE-1.00 will be placed in the 1-Planning folder.
- Developing measures that may become part of our Outcome Based Management system.

Thank you.

Maggie
X6878