



## Ohio Administrative Code Rule 124-15-01 Reports and recommendations.

Effective: March 28, 1998

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Administrative law judges shall submit a report and recommendation to the board.

(A) Reports and recommendations shall be sent by certified United States mail to the appellant's representative (or to appellant, if unrepresented) and by state inter-departmental or state accountable mail or regular United States mail to the appellant, appellee, appellee's representative and to any other party.

(B) Report and recommendations mailed by certified mail and returned to the board shall be reissued by regular United States mail and will be deemed delivered the third calendar day after mailing. If a report and recommendation is mailed by certified mail and neither the report and recommendation nor the domestic return receipt has been returned to the board by the thirtieth day after the report and recommendation was originally mailed, then the report and recommendation shall be remailed by regular United States mail and will be deemed delivered the third calendar day after mailing.

(C) Report and recommendations mailed by certified or regular United States mail which are returned to the board as undeliverable and addressed to the address on file with the board shall be placed in the case file and the opposing party shall be notified. If the address is incorrect, the report and recommendation will be remailed.

(D) A copy of the report and recommendation may be secured in person, in lieu of mailing, from the offices of the board after signing a receipt for the report and recommendation.

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