1. PURPOSE. The purpose of this directive is to establish internal procedures for CPSC to follow to process petition requests.


3. DEFINITIONS.
   a. Petition – a request for the Commission to issue, amend, or revoke a rule that OGC has docketed as a petition.
   b. Petition request – a request that OGC has not yet determined whether to docket as a petition, or a request that OGC has determined does not meet the criteria to docket as a petition.

4. SCOPE. This directive is intended for the Office of the Secretariat (OS), OGC, and CPSC staff who are involved in docketing, processing, or reviewing petition requests and petitions.

5. RESPONSIBILITIES.
   - OS forwards petition requests to OGC.
   - OGC reviews petition requests to determine if they meet requirements for docketing as a petition (as described in 16 C.F.R. part 1051) and prepares the documents specified in the Implementing Procedures.
   - CPSC staff prepares petition briefing packages in accordance with the Implementing Procedures and the criteria in 16 C.F.R. part 1051.9.

/s/ Patricia Hanz
General Counsel

September 10, 2019
Date

Supporting Policies and Guidance:

IP302, *Schematic—Operational Procedures for Petitions*, dated September 10, 2019