

**EXECUTIVE ORDERS, PROCLAMATIONS OF
GENERAL APPLICABILITY, AND STATEMENTS
ISSUED BY THE GOVERNOR
PURSUANT TO A.R.S. § 41-1013(B)(3)**

The Administrative Procedure Act (APA) requires the full-text publication of all Executive Orders and Proclamations of General Applicability issued by the Governor. In addition, the *Register* shall include each statement filed by the Governor in granting a commutation, pardon or reprieve, or stay or suspension of execution where a sentence of death is imposed.

EXECUTIVE ORDER 2000-21

CREATING THE OFFICE OF ALTERNATIVE FUEL RECOVERY

WHEREAS, the State is committed to administering the alternative fuels program changes, contained in Laws 2000, Chapter 1, 44th Legislature, 7th Special Session, in an efficient and effective manner; and

WHEREAS, the State must marshal its resources to provide the public with consistent answers to questions; access to and receipt of notices, applications and other forms; and timely decisions on claims for reimbursement;

NOW, THEREFORE, I Jane Dee Hull, by virtue of the authority vested in me as Governor of this State, do hereby create the Office of Alternative Fuel Recovery and order and direct that:

I. The Office shall be comprised of at least the following State employees:

- An employee on loan from the Arizona Department of Administration, who shall serve as director
- An employee on loan from the Arizona Department of Revenue, who shall serve as assistant director
- Employees on loan from the Arizona Department of Commerce, the Arizona Department of Environmental Quality, the Motor Vehicle Division of the Arizona Department of Transportation, the Risk Management Division of the Arizona Department of Administration, the Arizona Department of Revenue and the Governor's Office of Strategic Planning and Budgeting
- A public information officer on loan from a cabinet-level agency
- Such other employees on loan as are necessary to complete the tasks assigned

All designated employees shall remain employees of their respective agencies.

II. The Office of Alternative Fuel Recovery shall:

- Disseminate information to the public through letters, press releases, public notices and the internet about the changes in the alternative fuel incentive program
- Answer questions about the alternative fuel incentive program, the requirements to qualify for a tax credit, the requirements to "opt out" of the incentive program and the requirements to make a claim for reimbursement of actual monetary losses
- Process claims for those who seek reimbursement of their conversion costs through the "opt out" provision of the alternative fuel incentive program or reimbursement of their actual monetary losses
- Be the central source for the public to gain access to information or forms necessary to file for a tax credit or for reimbursement
- Be available to the public in person, by mail, telephone or internet
- Develop one database of information related to the program for ease of administration and for responding to taxpayer needs
- Maintain records for tracking and reporting
- Oversee the implementation of all of the provisions of the alternative fuels recovery law

III. If confidential taxpayer information is sent to the Office of Alternative Fuel Recovery by a taxpayer, the information immediately shall be transmitted to the Department of Revenue and a copy shall not be kept unless authorized by the Department of Revenue. Otherwise confidential taxpayer information shall not become a public record merely because it was sent to the Office of Alternative Fuel Recovery. All other records maintained by the Office of Alternative Fuel Recovery shall be public record except as may be provided by law.

IV. The Office of Alternative Fuel Recovery shall be represented by the Arizona Attorney General.

V. The Office of Alternative Fuel Recovery shall report to the Governor and the Director of the Department of Administration on a bi-weekly basis for two months beginning immediately, and monthly thereafter. The reports shall include:

- Copies of any letters or notices to the general public
- Number of public inquiries received; number of inquiries to which a response was given; the average number of days between receiving an inquiry and responding to it
- Copies of any other documents, including printouts of web pages, created by the Office of Alternative Fuel Recovery
- Additional resources needed, if any

Arizona Administrative Register
Governor's Executive Orders/Proclamations

- Estimates of the various financial obligations
- Such other non-confidential information as required by law or requested by the Governor or the Director

This Order is effective immediately and shall terminate on October 1, 2001.

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the Great Seal of the State of Arizona.

Jane Dee Hull
Governor

DONE at the Capitol in Phoenix on this Fourteenth Day of December Two Thousand and of the Independence of the United States of America the Two Hundred and Twenty-fourth.

ATTEST:

Betsey Bayless
Secretary of State