HOUSE AMENDMENTS TO
HOUSE BILL 2702

By COMMITTEE ON GOVERNMENT ACCOUNTABILITY AND INFORMATION
TECHNOLOGY

April 3

1 On page 1 of the printed bill, line 2, after "government" insert "; and declaring an
2 emergency".

3 Delete lines 4 through 30 and delete page 2 and insert:

4 "**SECTION 1.** **(1) The Governor shall assign a state agency in the executive department**
5 **responsibility for developing a plan to ensure that written documents produced by executive**
6 **department agencies conform to plain language standards.**

7 **"(2) For purposes of the plan developed in accordance with subsection (1) of this section,**
8 **a written document conforms to plain language standards if the document, whenever possi-**
9 **ble:**

10 **"(a) Uses everyday words that convey meanings clearly and directly;**

11 **"(b) Uses the present tense and the active voice;**

12 **"(c) Uses short, simple sentences;**

13 **"(d) Defines only those words that cannot be properly explained or qualified in the text;**

14 **"(e) Uses type of a readable size; and**

15 **"(f) Uses layout and spacing that separate the paragraphs and sections of the document**
16 **from each other.**

17 **"(3) The agency assigned responsibility for developing the plan shall adopt the plan by**
18 **November 1, 2007.**

19 **"(4) The agency that develops the plan shall report to the Legislative Assembly in the**
20 **manner provided by ORS 192.245 not later than February 1, 2008, and not later than January**
21 **1, 2009. The reports must include:**

22 **"(a) A summary of activities by executive department agencies to implement the plan;**

23 **"(b) A summary of training and resources provided to agencies;**

24 **"(c) An explanation of any measured impacts resulting from implementation of the plan;**
25 **and**

26 **"(d) Any recommendation the agency has for further legislation regarding plain language**
27 **standards.**

28 **"(5) As used in this section, 'executive department' has the meaning given that term in**
29 **ORS 174.112.**

30 "**SECTION 2.** **This 2007 Act being necessary for the immediate preservation of the public**
31 **peace, health and safety, an emergency is declared to exist, and this 2007 Act takes effect**
32 **on its passage.".**

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