

OFFICE OF THE SECRETARY OF STATE
TOBIAS READ
SECRETARY OF STATE

MICHAEL KAPLAN
DEPUTY SECRETARY OF STATE



ARCHIVES DIVISION
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SALEM, OR 97310
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NOTICE OF PROPOSED RULEMAKING

INCLUDING STATEMENT OF NEED & FISCAL IMPACT

CHAPTER 165

SECRETARY OF STATE
ELECTIONS DIVISION

FILED: 06/26/2026 9:24 AM

ARCHIVES DIVISION SECRETARY OF STATE

FILING CAPTION: Amends the State Initiative and Referendum Manual

LAST DAY AND TIME TO OFFER COMMENT TO AGENCY: 08/17/2026 5:00 PM

The Agency requests public comment on whether other options should be considered for achieving the rule's substantive goals while reducing negative economic impact of the rule on business.

CONTACT:

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Ste 126
Salem, OR 97310

Filed By:

Russell Buttram
Rules Coordinator

HEARING(S)

Auxiliary aids for persons with disabilities are available upon advance request. Notify the contact listed above.

DATE: 07/15/2026

TIME: 1:30 PM - 2:00 PM

OFFICER: Russell Buttram

REMOTE HEARING DETAILS

MEETING URL: [Click here to join the meeting](#)

PHONE NUMBER: 503-446-4951

CONFERENCE ID: 727653108

SPECIAL INSTRUCTIONS:

Passcode: Vi3MR7tf

NEED FOR THE RULE(S):

This rule describes the dates by which signature sheets for state initiative petitions circulated by individuals paid to circulate must be filed, as required by ORS 250.105(2)(b).

DOCUMENTS RELIED UPON, AND WHERE THEY ARE AVAILABLE:

None.

STATEMENT IDENTIFYING HOW ADOPTION OF RULE(S) WILL AFFECT RACIAL EQUITY IN THIS STATE:

This rule promotes racial equity. The terms of the rule and manuals promote racial equity by protecting against implicit bias and ensuring that the same guidelines and procedures apply consistently to all parties.

FISCAL AND ECONOMIC IMPACT:

The proposed amendments may cause minimal fiscal or economic impact to local elections offices and the Secretary of State, Elections Division.

COST OF COMPLIANCE:

(1) Identify any state agencies, units of local government, and members of the public likely to be economically affected by the rule(s). (2) Effect on Small Businesses: (a) Estimate the number and type of small businesses subject to the rule(s); (b) Describe the expected reporting, recordkeeping and administrative activities and cost required to comply with the rule(s); (c) Estimate the cost of professional services, equipment supplies, labor and increased administration required to comply with the rule(s).

(1) There may be a minimal fiscal impact for the state Elections Division to answer questions regarding compliance with this rule, or for other unanticipated reasons.

(2)(a)-(c) There is no anticipated cost of compliance for small businesses.

DESCRIBE HOW SMALL BUSINESSES WERE INVOLVED IN THE DEVELOPMENT OF THESE RULE(S):

Small businesses were not involved in the development of this rule because this rule does not directly affect small businesses.

WAS AN ADMINISTRATIVE RULE ADVISORY COMMITTEE CONSULTED? NO IF NOT, WHY NOT?

An Administrative Rule Advisory Committee was not involved because the fiscal impacts of this rule are expected to be minimal at most.

NOTE: Additional PDF filed with this filing is attached to this document. You may view the attachment [filingAttachment.pdf](#) from the Attachments panel. Alternately, you may view the attachment at the following link: <https://secure.sos.state.or.us/oard/viewFilingAttachment.action?filingRsn=62596>

AMEND: 165-014-0005

RULE SUMMARY: The changes to this rule only affect the State Initiative and Referendum Manual, updating dates for the 2028 election cycle. The Recall Manual; County, City, and District Initiative and Referendum Manual; County, City, and District Referral Manual; and Circulator Training Manual are all part of this rule but are unchanged.

CHANGES TO RULE:

165-014-0005

Designating the State and Local Initiative, Referendum, Referral and Recall Manuals and Forms

(1) The Secretary of State designates the State Initiative and Referendum Manual revised 04/2024 and associated forms as the procedures and forms to be used for the state initiative and referendum process.¶

(2) The Secretary of State designates the Recall Manual revised 01/2024 and associated forms as the procedures and forms to be used for the recall process.¶

(3) The Secretary of State designates the County, City, and District Initiative and Referendum Manual revised

01/2024 and associated forms as the procedures, except where state law permits the procedure to be otherwise under local charter or ordinance, and forms to be used for the local initiative and referendum process.¶¶

(4) The Secretary of State designates the County, City, and District Referral Manual revised 01/2024 and associated forms as the procedures, except where state law permits the procedure to be otherwise under local charter or ordinance, and forms to be used for the local referral process.¶¶

(5) The Secretary of State designates the Circulator Training Manual revised 01/2024 and associated forms as the curriculum, procedures and forms, to be used to register as required under ORS 250.048, by a person who will be paid to gather signatures on a state initiative, referendum or recall petition.¶¶

(6) For purposes of subsection (5) of this rule, initiative is meant to include each phase of the petition's signature gathering effort including the sponsorship phase, the primary signature gathering effort and any supplemental signature gathering efforts.

Statutory/Other Authority: ~~ORS 246.150, 249.009, ORS 250.015, 250.029, 250.031, 250.045, 250.048, 250.052, 250.067, 250.105, 250.165, 254.108, 255.130, 205.250.215, 2650.2625, 2650.200315, 250.205, 250.215, 250.265, 250.315, 260.118, SB 1527 (2022), SB 166 (2023)~~ 4.108, 255.135, 255.175, 260.118, 260.200, 260.262
Statutes/Other Implemented: ~~ORS 250.015, 250.045, 250.048, 250.052, 249.865, 249.870, 249.875, 249.876, 249.877, 250.067, 15, 250.085, 29, 250.105, 031, 250.160, 45, 250.160, 48, 250.175, 052, 255.135, 255.140, 067, 250.085, 2550.1405, 2550.1565, 2550.1658, 2550.175, 255.215, 250.185, 250.195, 250.205, 250.215, 250.265, 250.270, 250.275, 250.285, 250.296, 250.305, 250.315, 250.325, SB 27 (2021), HB 3291 (2021), SB 1527 (2022), SB 166 (2023)~~ 254.108, 255.085, 255.135, 255.140, 255.145, 255.155, 255.165, 255.175, 255.215, 260.118, 260.200, 260.262, 260.555

RULE ATTACHMENTS MAY NOT SHOW CHANGES. PLEASE CONTACT AGENCY REGARDING CHANGES.

NOTE: Attachments referenced are attached to this document. You may view the attachment 165-014-0005.pdf from the Attachments panel. Alternately, you may view the attachments at the following link:

<https://secure.sos.state.or.us/oard/viewAttachment.action?ruleVrsnRsn=336307>