
**Rules of
Department of Agriculture
Division 20—Administrative Services
Chapter 1—Organization and Description**

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**Title 2—DEPARTMENT OF
AGRICULTURE****Division 20—Administrative
Services****Chapter 1—Organization and
Description****2 CSR 20-1.010 General Organization**

PURPOSE: The purpose of this rule is to comply with section 536.023, RSMo (1986) which requires each agency to adopt as a rule a description of its operation and the methods whereby the public may obtain information or make submissions or requests.

(1) The Division of Administrative Services is a unit of the Department of Agriculture, state of Missouri.

(A) The primary responsibilities of the Administrative Services Division are public information, administration of the corporate farm law and providing staff services to all divisions of the Department of Agriculture.

(B) The duties consist of recruitment and evaluation of personnel, record maintenance, informational services, printing, corporate farm registration and statistical services.

(2) The division is located at 1616 Missouri Blvd., Jefferson City, MO 65101. Telephone (314) 751-3274.

Auth: section 536.023, RSMo (1986). Original rule filed April 9, 1976, effective July 15, 1976.