WACs addressing formatting:

WAC 1-21-080 Numbering system – Captions and WAC 296-24-003 Subsections, subdivisions, items, subitems, and segments.
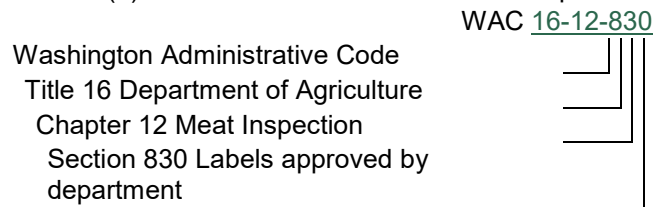
WAC 1-21-080

Numbering system—Captions.

(1) The primary division of the Washington Administrative Code (WAC) is the **Title.** The office of the code reviser assigns each agency a title number, which usually is in alphabetical order. A newly created agency shall apply to the office of the code reviser for assignment of a title number. If an agency's name is changed, the title number stays the same. The list of titles is published in volume 1 of the WAC.

(2) Each title is divided into **chapters,** which are the major subject matter divisions of the agency's title.

(3) Each chapter is divided into **sections,** which are the individual rules and are the smallest unit that can be amended. The agency shall place a short caption on each section to describe its contents. Sections should be as short as reasonably possible to facilitate finding an individual rule and amending it in the future.

(4) The WAC citation number is a composite of these three divisions:

WAC 16-12-830

Washington Administrative Code
  Title 16 Department of Agriculture
    Chapter 12 Meat Inspection
      Section 830 Labels approved by department

WAC 296-24-003

Subsections, subdivisions, items, subitems, and segments.

(1) That portion of section numeration appearing after the chapter designation appears in either a three digit or a five digit format (e.g. 296-24-330 and 296-24-33002). The final two digits of the section number are implied decimal extensions of the first three digits and represent a further division of the three digit enumeration.

(2) Sections of this chapter may be divided into subsections (1), (2), (3), etc., which may in turn be divided into subdivisions (a), (b), (c), etc., which may be further divided into items (i), (ii), (iii), etc.,which may be further divided into subitems (A), (B), (C), etc.,which may be further divided into segments (I), (II), (III), etc.,all according to the following hierarchy, e.g.

Sections	296-24-330 and 296-24-33002
Subsections	(1)
	(2)
Subdivisions	(a)
	(b)
Items	(i)
	(ii)
Subitems	(A)
	(B)
Segments	(I)
	(II)