

**COMMITTEE AMENDMENT**  
HOUSE OF REPRESENTATIVES  
State of Oklahoma

SPEAKER:

CHAIR:

I move to amend HB1943 \_\_\_\_\_  
Of the printed Bill  
Page \_\_\_\_\_ Section \_\_\_\_\_ Lines \_\_\_\_\_  
Of the Engrossed Bill

By deleting the content of the entire measure, and by inserting in lieu thereof the following language:

**AMEND TITLE TO CONFORM TO AMENDMENTS**

Adopted: \_\_\_\_\_

Amendment submitted by: Michelle McCane \_\_\_\_\_

\_\_\_\_\_  
Reading Clerk

1 STATE OF OKLAHOMA

2 1st Session of the 60th Legislature (2025)

3 PROPOSED POLICY  
4 COMMITTEE SUBSTITUTE  
5 FOR  
6 HOUSE BILL NO. 1943

By: McCane

7  
8 PROPOSED POLICY COMMITTEE SUBSTITUTE

9 An Act relating to state government; creating the  
10 Oklahoma Plain Writing Act of 2025; defining terms;  
11 directing agency heads to perform certain duties;  
12 requiring agency websites to inform the public of its  
13 compliance with plain writing requirements; requiring  
14 inclusion of mechanism for receiving public input;  
15 directing agencies to use plain writing in documents  
16 by certain date; requiring the Director of the Office  
17 of Management and Enterprise Services to develop and  
18 issue certain guidelines; allowing agencies to follow  
19 plain writing guidelines developed by certain  
20 entities; providing for the publication of certain  
21 reports on agency websites; barring judicial review  
22 of compliance with plain writing requirements;  
23 providing construing provision; providing for penalty  
24 amount; providing for transfer of penalty amount;  
providing for codification; and providing an  
effective date.

BE IT ENACTED BY THE PEOPLE OF THE STATE OF OKLAHOMA:

21 SECTION 1. NEW LAW A new section of law to be codified  
22 in the Oklahoma Statutes as Section 13001 of Title 74, unless there  
23 is created a duplication in numbering, reads as follows:  
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1       A. This act shall be known and may be cited as the "Oklahoma  
2 Plain Writing Act of 2025".

3       B. As used in this act:

4       1. "Agency" means any state board, bureau, commission,  
5 department, authority, public trust, interstate commission, the  
6 Judiciary, the Legislature, and the Office of the Governor;

7       2. "Covered document" means any document that:

8           a. is necessary for obtaining any state government  
9 benefit or service or filing taxes,

10          b. provides information about any state government  
11 benefit or service, or

12          c. explains to the public how to comply with a  
13 requirement this state administers or enforces.

14 The term also includes, whether in paper or electronic form, a  
15 letter, publication, form, notice, or instruction, and does not  
16 include a regulation; and

17       3. "Plain writing" means writing that is clear, concise, well-  
18 organized, and follows other best practices appropriate to the  
19 subject or field and intended audience.

20       C. Not later than nine (9) months after the effective date of  
21 this act, the head of each agency shall:

22       1. Designate one or more senior officials within the agency to  
23 oversee the agency implementation of this act;

24

- 1        2. Communicate the requirements of this act to the employees of  
2 the agency;
- 3        3. Train employees of the agency in plain writing;
- 4        4. Establish a process for overseeing the ongoing compliance of  
5 the agency with the requirements of this act;
- 6        5. Create and maintain a plain writing section on the website  
7 of the agency as required under subsection D of this section that  
8 is accessible from the homepage on the website of the agency; and
- 9        6. Designate one or more agency points-of-contact to receive  
10 and respond to public input on:
- 11            a. agency implementation of this act, and  
12            b. the agency reports required under subsection G of this  
13                section.
- 14        D. The plain writing section described under paragraph 5 of  
15 subsection C of this section shall:
- 16            1. Inform the public of agency compliance with the requirements  
17 of this act; and
- 18            2. Provide a mechanism for the agency to receive and respond to  
19 public input on:
- 20            a. agency implementation of this act, and  
21            b. the agency reports required under subsection G of this  
22                section.
- 23        E. Beginning not later than one (1) year after the effective  
24 date of this act, each agency shall use plain writing in every

1 covered document of the agency that the agency issues or  
2 substantially revises.

3 F. 1. Not later than six (6) months after the effective date  
4 of this act, the Director of the Office of Management and Enterprise  
5 Services shall develop and issue guidance on implementing the  
6 requirements of this section. The Director may designate a lead  
7 agency, and may use interagency working groups to assist in  
8 developing and issuing the guidance.

9 2. Before the issuance of guidance under paragraph 1 of this  
10 subsection, agencies may follow the guidance of:

- 11 a. the writing guidelines developed by the Plain Language  
12 Action and Information Network, a division of the  
13 United States General Services Administration, or
- 14 b. guidance provided by the head of the agency that is  
15 consistent with the guidelines referred to in  
16 subparagraph a of this paragraph.

17 G. 1. Not later than nine (9) months after the effective date  
18 of this act, the head of each agency shall publish on the plain  
19 writing section of the website of the agency a report that describes  
20 the agency plan for compliance with the requirements of this act.

21 2. Not later than eighteen (18) months after the effective date  
22 of this act, and annually thereafter, the head of each agency shall  
23 publish on the plain writing section of the website of the agency a  
24 report on agency compliance with the requirements of this act.

1 H. There shall be no judicial review of compliance or  
2 noncompliance with any provision of this act.

3 I. No provision of this act shall be construed to create any  
4 right or benefit, substantive or procedural, enforceable by any  
5 administrative or judicial action.

6 J. If any entity subject to the provisions of this act violates  
7 the requirements of the act, the entity shall pay an administrative  
8 penalty of Five Hundred Dollars (\$500.00) for a first violation and  
9 One Thousand Dollars (\$1,000.00) for each second and subsequent  
10 violation. Proceeds from each penalty shall be transferred to the  
11 Oklahoma Indigent Defense System.

12 SECTION 2. This act shall become effective November 1, 2025.

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14 60-1-12803 MAH 02/20/25

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