

(f) Agencies may take notice of judicially cognizable facts and in addition may take notice of general, technical or scientific facts within their specialized knowledge. Parties shall be notified either before or during hearing, or by reference in preliminary reports or otherwise, of the material so noticed, and they shall be afforded an opportunity to contest the facts so noticed. Agencies may utilize their experience, technical competence and specialized knowledge in the evaluation of the evidence presented to them.

22.204—Ancillary Matters

(a) Any person compelled to appear in person before any agency or representative thereof shall be accorded the right to be accompanied, represented and advised by counsel or, if permitted by the agency, by other qualified representatives. Every party shall be accorded the right to appear in person or by or with counsel or other duly qualified representatives in any agency proceeding. So far as the orderly conduct of public business permits, any interested person may appear before any agency or its responsible officers or employees for the presentation, adjustment or determination of any issue, request or controversy in any proceeding or in connection with any agency function. Every agency shall proceed with reasonable dispatch to conclude any matter presented to it except that due regard shall be had for the convenience and necessity of the parties or their representatives. Nothing herein shall be construed either to grant or deny to any person who is not a lawyer the right to appear for or represent others for any agency or in any agency proceedings.

(b) No process, requirement of a report, inspection or other investigative act or demand shall be issued, made, or enforced in any manner or for any purpose except as authorized by law. Every person compelled to submit data or evidence shall be entitled to retain, or on payment of lawfully prescribed cost, procure a copy or transcript thereof, except that in a non-public investigatory proceeding the witness may for good cause be limited to inspection of the official transcript of his testimony.

(c) Agency subpoenas authorized by law shall be issued to any party upon request and, as may be required by rules of procedure, upon a statement or showing of general relevance and reasonable scope of the evidence sought. Upon contest the Circuit Court for Howard County shall sustain any such subpoena or similar process or demand to the extent that it is found to be in accordance with law and, in any proceeding for enforcement, shall issue an order requiring the appearance of the witness or the production of the evidence or data within a reasonable time under penalty of punishment for contempt in case of contumacious failure to comply.

(d) Prompt notice shall be given of the denial in whole or in part of any written application, petition or other request of any interested person made in connection with any agency proceeding, except in affirming a prior denial or where the denial is self-explanatory, such notice shall be accompanied by a simple statement of procedural or other grounds.

22.205—Hearings

(a) There shall preside at the taking of evidence the chairman of the agency. The functions of all presiding officers and of officers participating in decisions in conformity with this subtitle shall be conducted in an impartial manner. Prior to the beginning of the hearing, any member of the agency shall disclose to the parties to the proceeding any ~~personal~~