

## I-1-0-1. Purpose

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This chapter describes HALLEX — the Hearings, Appeals and Litigation Law manual. It also provides the format and guidance for those who prepare HALLEX material.

HALLEX conveys guiding principles, procedural guidance, and information to hearing level and Appeals Council staff. HALLEX defines procedures for carrying out policy and provides guidance for processing and adjudicating claims at the hearing, Appeals Council, and civil action levels. It also includes policy statements resulting from Appeals Council *en banc* meetings under the authority of the Appeals Council Chair.