

Hearing Guidelines Individual/Citizen Statements

Hearing Format

The hearings will be informal yet structured.

Members of the general public, who make presentations will be sworn in. Members of the Panel may ask questions for clarification.

Presentations

It is preferred if at least one copy of your presentation/submission should be provided to the CEC to be part of the public record. It is also appreciated if copies could be provided for at least the CEC Panel and Proponents at the time of your presentation. If you need assistance with providing copies, please advise CEC staff well in advance of your presentation. Electronic copies (including by e-mail), handwritten or printed versions are acceptable.

Time Limits

Presentations are typically limited to 15 minutes (firm), but the Chair may reduce this time limit based on the volume of registrations received to ensure that everyone who registers has the opportunity to speak.

Rules of Procedure

The hearings will be conducted in accordance with the *Process Guidelines Respecting Public Hearings*, which are available in the Participants Handbook or on the website www.cecmanitoba.ca.

Transcripts

Verbatim transcripts of the proceedings will be available the next day on www.cecmanitoba.ca website.

The Panel's Report will be delivered to the Minister of Environment and Climate Change within 90 days of the completion of the hearing. The Minister will typically release it to the public shortly after receiving it.

Order of Presentation

Depending upon the flow of proceedings there may be specific time blocks set aside for individual/citizen statements. Should these time slots not be convenient or additional opportunities present themselves scheduling of presentations can be done where it is mutually convenient. Speakers must be present when called or they may lose their opportunity. To arrange for a speaking time slot please contact the Clean Environment Commission.

The proceedings will be transcribed. Please speak clearly into the microphone and identify yourself. Should the speaker become intelligible they will be interrupted and asked to speak more clearly.

A laptop computer and projector will be available for your use utilizing MS Office programs. Your information should be on a flash drive/memory stick. No outside equipment will be permitted.

If you have other AV needs let us know prior to the start of the hearings so that we can do our best to accommodate you.

Should you not be able to attend at your appointed day or time, please notify the CEC as soon as possible, **at least 24 hours notice would be appreciated.**



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