ENVIRONMENTAL IMPACT REVIEW BOARD

TECHNICAL SUBMISSIONS AND PRESENTASTIONS OF THE PARTIES
for the Review of the Proposed
INUVIK to TUKTOYAKTUK HIGHWAY PROJECT

DATE OF RELEASE: August 10, 2012

DISTRIBUTION: All registered Parties, EIRB Electronic On-line Registry (EOR), and the Public.

PURPOSE: To explain the EIRB's expectations for Technical Submissions and Presentations from the Parties, and to identify dates in the Review process for these submissions.

TECHNICAL SUBMISSION
CONTENT REQUIREMENTS: Please see Appendix A (below).

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Appendix A

Submissions by Members of the Public

Any member of the public wishing to provide information to the Review Panel about the proposed development may do so in the following ways:

- Verbally at the Public Hearings (scheduled for September 2012).
- In writing at any time during the review process, and prior to the close of the Public Registry (EOR), scheduled for October 17, 2012.

Technical Submissions of the Parties

The following Table identifies the content requirements for Technical Submissions to be provided by the Parties, and is intended to supplement the Information Directives issued by the EIRB on December 20, 2011 (Review Steps) and July 31, 2012 (Technical Sessions). This information is provided as guidance for the Parties and may be modified if required. However, submissions must provide non-technical summaries for the public, and for the Final Submissions after the Public Hearings, must provide a clear indication of any terms and conditions, with supporting rationales, a Party would like the Review Panel to consider recommending if the development were to proceed.

The Technical Submission is the opportunity for a Party to identify its position on areas of interest to the Party, and in particular on what the Developer has said in its Environmental Impact Statement (EIS) and subsequent filings about environmental impacts, proposed mitigation measures, significance determinations, cumulative effects assessment, and proposed follow-up and monitoring. The Technical Submissions should clearly indicate where there is agreement between the Party and what the Developer has indicated, as well as where there are disagreements or differences of opinion between the Party's position and the Developers on a topic.

Section	Content	Required for
Non-Technical Summary	Each Technical Submission must include a non-technical summary that briefly describes the key points, conclusions, recommendations and supporting rationale for the conclusions and recommendations. This summary should be written in plain language suitable for community members and the general public who do not have a technical background.	• Draft Technical Submission for Public Hearings (September, 2012). • Final Technical Submission at conclusion of Public Hearings (October, 2012).
Acronyms and Definitions	Each Technical Submission should include a list of acronyms and definitions used throughout the submission.	All submissions.
Party Identification	Party submitting the Technical Submission, name(s), technical qualifications and full contact information of author(s).	All submissions.
Introduction	The introduction should include as a minimum: • An explanation of the legal mandate of the Party. • The scope of the Technical Submission (i.e., an indication of which sections and/or specific requirements from the Environmental Impact	All submissions.

Section	Content	Required for
	Statement (EIS) Terms of Reference (TOR) the Party is providing its Technical Submission on). • An indication of the capacity in which the Technical Submission is provided and the Party's role in the development (e.g., is the Party a governmental authority competent to authorize the development [a regulator], expert advisor, intervener, member of the public?). • An indication of the issues the Party is responding to.	
Issues Tracking	This section will: • Itemize all the issues the Party is tracking. • Indicate whether the issue has been satisfactorily addressed, or whether it is, or parts of it are, still unaddressed. • Provide a rationale for the conclusions about the issues the Party is tracking.	• Draft Technical Submission for Public Hearings (September, 2012). • Final Technical Submission at conclusion of Public Hearings (October, 2012).
Specific Comments	For each issue, please: • Identify the issue (reference EIS TOR and/or Information Request (IR) number). • State the Developer's conclusion(s) relating to the issue (reference all sources of where Developer's response can be found). • State Party's conclusion(s) regarding the issue, indicating agreement or disagreement. • Provide clear rationale and supporting evidence in enough detail to support the Party's conclusion(s). • Provide clear and enforceable recommendation(s) relating to the issue, and supporting rationale. • Indicate which governmental authority (regulator) can and will implement the recommendation(s).	Final Technical Submission at conclusion of Public Hearings (October, 2012).
Recommen-dations	The Party will provide its recommendations on the issues included in its Technical Submission.	Final Technical Submission at conclusion of Public Hearings (October, 2012).
Commitments Summary	The Party will: • Provide an itemized summary of the commitments (if any) it has made during the Review relating to the proposed development and/or the regulatory approvals process. • Provide an itemized summary of the commitments it has recorded the Developer making in relation to the proposed development and the scope of the mandate of the Party.	Final Technical Submission at conclusion of Public Hearings (October, 2012).

Section	Content	Required for
Appendices	A Party may provide additional information it considers is required to support its Technical Submission.	Final Technical Submission at conclusion of Public Hearings (October, 2012).

Submissions of the Developer

The Developer is required to provide submissions prior to the Technical Sessions in August, 2012 and prior to the Public Hearings in September, 2012. The Developer's submissions are filed after the Parties submissions have been filed. The Developer should base its submissions on what the Parties have said in their submissions (e.g., responding to issues raised by resolving the issue, or re-affirming a position).

Key Dates for Submissions and Presentations

The following Table provides key dates for the filing of Submissions and Presentations of the Parties and the Developer.

Key Date and Review Step	Requirement	Rationale
August 13, 2012	List of outstanding Questions and Issues of the Parties.	Identifies unresolved issues and questions for discussion at Technical Sessions.
September 4, 2012	Parties to submit Final Technical Submissions for the Public Hearings.	Identifies the position of the Parties on technical issues.
September 7, 2012	Developer to submit Submission in response to Parties Final Technical Submissions.	Developer response to the position of the Parties on technical issues.
September 7, 2012 15-days following completion of the Technical Sessions.	Filing of undertakings and commitments from the Technical Sessions (if any) to be filed by the Parties and the Developer.	The undertakings and commitments are additional information provided for the Registry. The filing of these undertakings and commitments may resolve outstanding issues, thus removing them from consideration at the Public Hearings.
September 10, 2012	Parties to submit final Power-point presentations to be used at the Public Hearings.	Final presentations for Public Hearings provided ahead of Public Hearings.
September 14, 2012	Developer to submit final Power-point presentation to be used at the Public Hearings.	Final presentations for Public Hearings provided ahead of Public Hearings.
October 3, 2012	Filing of undertakings and commitments from the Public Hearings (if any) to be filed by the Parties and the Developer.	The undertakings and commitments are additional information provided for the Registry. The filing of these undertakings and commitments may resolve outstanding issues.

Key Date and Review Step	Requirement	Rationale
October 8, 2012	Final Submissions of the Parties.	Identifies the final recommendations of the Parties for the Panel's consideration.
October 16, 2012	Final Submission of the Developer.	Developer's response to Final Submissions of the Parties.

Information about the Technical Sessions and the Public Hearings

The Review Panel will issue additional information, including agenda's and other helpful advice, regarding the Technical Sessions and the Public Hearings prior to these events.

Pre-Hearing Conference

A Pre-hearing teleconference will be held on Friday, September 7, 2012 at 9:30 am MDT (call-in details will be provided closer to this date). The Pre-hearing teleconference will inform the Parties and the Developer about the administrative and logistical details for the Public Hearings.