



National Energy
Board

Office national
de l'énergie

As an Intervenor, how can I be involved in a hearing process?

2017



Outline

This presentation provides a brief overview on how you can participate in a hearing process when you register as an Intervenor. It also provides information on where to find details about the hearing process you apply to participate in.

This presentation includes information on:

- Being an Intervenor.
- How to participate as an Intervenor?
- How to prepare?
- Where can I find more information?
- What is the role of the Process Advisor?

Being an Intervenor

- **You were approved to be an Intervenor because you:**
 - are directly affected, and/or
 - have relevant information or expertise.
- **As an Intervenor:**
 - You have the right to receive all documents filed during the hearing process.
 - The information you submit will be available to the public on the public registry.
 - Interest(s) or views must relate to at least one of the issues on the List of Issues for each project.
 - You can seek to influence the Board's recommendation or decision through your participation.
 - This is the most involved way to participate.

How can I participate as an Intervenor?

You can be involved by:

- filing written evidence.
- asking questions about the project and other intervenors' evidence:
 - The written questions are submitted to the Board as Information Requests.
 - The oral questions are asked during the Oral Hearing portion of the hearing process (when Oral Hearings are included in the hearing process).
- filing notices of motion and responding to notices of motion.
- commenting on draft conditions.
- presenting written or oral arguments.

You may also be questioned by other participants on any evidence that you file.

How to prepare?

You can prepare by:

- understanding the process and how to participate in it.
- reading parts of the application and the public record that apply to your interests.
- being familiar with the Hearing Order.
- respecting deadlines set in Hearing Order.
- reviewing the tools, videos and presentations on the NEB website in the Resource Center.
- attending online workshops hosted by Process Advisors.

Where can I find more information?

- **On the NEB Website, you can find project webpages for most hearing processes.**
- **The Project Page can be a useful tool to hearing participants as it gives quick access to:**
 - key documents and information specific to a hearing process such as the Hearing Order, the hearing schedule and procedural directions.
 - information about the Participant Funding Program.
 - participant workshops the Board may offer.
 - news releases issued by the Board regarding the project.
 - documents filed in the Public Registry for the project by all participants.
 - the Project Advisor contact information.
- **The Hearing Process Handbook provides you with general information about the NEB hearing process.**

What is a Process Advisor?

- The Board assigns Process Advisors (PAs) to each hearing to assist you to better understand the hearing process for a specific project, and how to participate in it effectively.
- The Process Advisors are available by telephone and email. Visit the project page of the hearing you registered to participate in at www.neb-one.gc.ca to find the contact information of your Process Advisors.
- Process Advisors also offer workshops, usually on-line, to assist participants in specific parts of the hearing.
- The Process Advisors can only discuss process matters with you and cannot make your case for you.

Where to Find More Information

- **Website:** www.neb-one.gc.ca
- **General Inquiries:** Phone (toll free) 1-800-899-1265

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