



JPAC Public Review of Issues Concerning the Implementation and Further Elaboration of Articles 14 and 15

Internal JPAC Process

In the context of the Joint Public Advisory Committee (JPAC) Public Review of Issues Concerning the Implementation and Further Elaboration of Articles 14 and 15 of the North American Agreement for Environmental Cooperation (NAAEC), the present document states the appropriate steps to be followed by JPAC for the reception and transmittal of issues from the public and for the review of issues referred to it by Council.

How JPAC receives and transmits issues from the public

1. On receiving a written statement on an issue from a member of the public, the JPAC Liaison Officer will send the statement electronically or by fax to each JPAC member as soon as possible.
2. Within 14 days of having received the written statement, the designated JPAC working group will meet by conference call to review the written statement and to consider whether it raises an issue concerning the implementation and further elaboration of Articles 14 and 15.
3. If the designated JPAC working group achieves a consensus decision on whether the written statement raises an issue concerning the implementation and further elaboration of Articles 14 and 15, they will direct the JPAC Liaison to instruct the designated JPAC consultant to prepare a draft written explanation of their decision. Following review and approval of the draft written explanation by the designated JPAC working group, the draft written explanation will be sent to each JPAC member for their information.
4. If the designated JPAC working group decides that they require further assistance from an expert before determining whether the written statement raises an issue concerning the implementation and further elaboration of Articles 14 and 15, they will direct the JPAC Liaison Officer to instruct the designated JPAC consultant to prepare an analysis of the written statement and a draft JPAC written explanation. This analysis must be completed no later than 30 days following the receipt of the written statement.
5. Following the completion of the analysis, the designated JPAC working group will meet for a second time, by conference call, to review the written analysis and to determine whether the written statement submitted by a member of the public raises an issue concerning the implementation and further elaboration of Articles 14 and 15.
6. If the designated JPAC Working Group achieves a consensus decision on the question of whether the written statement raises an issue concerning the implementation and further elaboration of Articles 14 and 15, during their second meeting by conference call, they will direct the JPAC Liaison Officer to instruct the designated JPAC consultant to finalize the draft written explanation of their decision. Following review and approval of the draft written explanation by the designated JPAC working group, the draft written explanation will be sent to each JPAC member for their information.
7. If the designated JPAC working group cannot achieve a consensus decision, the matter will be placed on the agenda for the next face-to-face JPAC regular session for a determination.

8. JPAC will make its determination no later than 60 days after having received the written statement or 7 days after the next JPAC regular session, whichever is later.
9. The statement and JPAC's determination will be forwarded to Council and to the person or organization who submitted the statement through the JPAC Liaison Officer, in accordance with the process of the *JPAC Public Review of Issues Concerning the Implementation and Further Elaboration of Articles 14 and 15*.

How JPAC reviews issues referred to it by Council

1. Upon receipt of an issue from Council, the designated JPAC working group will meet by conference call to consider the appropriate form for the public review of the issue and any related logistical issues. They will direct the JPAC Liaison Officer to instruct the designated JPAC consultant to prepare a written proposal for a public review for consideration at the next face-to-face JPAC regular session.
2. At the next JPAC face-to-face regular session, JPAC will consider the form for a public review recommended by the designated JPAC working group and will make a final determination on the timing and form of the public review.
3. The JPAC Liaison Officer will organize the public review as directed by JPAC and notify the members of the public in accordance with the *Framework for Public Participation in CEC Activities*.
4. Following the public review, the designated JPAC working group will meet by conference call to consider a JPAC advice to Council. The designated JPAC working group will direct the JPAC Liaison Officer to instruct the designated JPAC consultant to prepare the draft advice, including reasoned arguments, for consideration by JPAC at its next face-to-face regular session.
5. At its next face-to-face regular session, JPAC will consider the draft advice, including reasoned arguments, recommended by the designated JPAC working group and make a final determination on the advice, including reasoned arguments, to Council.
6. JPAC's advice, including reasoned arguments, will be forwarded to Council and to the person or organization who submitted the statement in accordance with the process of the *JPAC Public Review of Issues Concerning the Implementation and Further Elaboration of Articles 14 and 15*.