



Hearing Checklist

Resp.	Task	Done	Comments:
	Travel Reservations:		
Walter	Board Members		
Ben	Interpreter		
Bill	Legal Counsel		
	Staff/Consultants		Consultants: Dillon/Acres: Dionne
Walter	Stenographer		
Pdp	Charter Company		
	Contact Info:		
PC	Hotel Reservations		Coppermine Inn 982-3333
			9 room total (2 single, 7 double)
	Location (1)/Dates:		Kugluktuk Dec 6&7
	Board Members		Thomas-Single Room (1)
			Bob-Single Room (2)
			Thomas K/Bill Lyall-share (1)
			Lootie/George-share (2)
			Charlie/Guy-share (3)
			Geoff/Ben-share (4)
	Interpreter		Local: Billet?
	Legal Counsel		Bill (6)
	Staff		Dionne/Phyllis/Jennifer/Steve/Dave(5)/Philippe(6)
	Consultants		Ramli/Brian (7), Bruce (5)
	Stenographer		Tara
			5 people w/out accomodations: Contact: Manfred 982-
HC	Hall Rental/Catering/Vehicle Rental		
	Location(1)		To be confirmed at pre-hearing
	Set up Contact:		
	Catering Contact:		
	Vehicle Rental Contact:		2 vehicles recommended 982-
ED	Contracts		
	Stenographer	verbal only	Tara Lutz-Dicta Court Reporting Tel: 403-531-0590 Fax: 403-531-0596 email: dicta@iul.net
	Consultants		
	Acres-Geotechnical		Ramli Halim Toll Free 1-888-824-0441 Fax: (204) 786-2242 E-Mail: rhalim@acres.com
	Acres-Hydrogeology		Bruce Bennett/Paul Holmes Tel: 905-374-5200 Fax:905-374-1157 Voice Mail: 905-374-0701, Ext. 5703 E-mail: bbennett@acres.com
	Dillon-HHERA/Toxicity		Brian Leece/Ulysees Klee Tel: 519 650-9833 email: bleece@dillon.ca
BS	Interpreter Services		
	Primary/Contact: General Admin		Ben need to identify primary translator for outsourcing of material
	Local Location(1)		
	Contact:		



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BS	Equipment/Supplies:		Ben to confirm possible assistance by Mark as Technician for the Hearing
	Interpreting Booth		
	Sound System/Microphones		
BS	Use of Local or NWB equipment		Ben to confirm at pre-hearing
	Presentation Equipment		
LA	Screen/White Sheet		
HC	LCD Screen		HC confirm extra light bulbs available.
HC	Lap-Top Computer		extra blank cd's
LA	Set Up Supplies		
Sue	Table Covers		Buy: more covers/digital video camera
	Digital Camera		ensure camera free of pictures
	Video Camera		ensure blank tapes avial.
	Board Name Plates		
	Chairmans Anvil		
	Exhibit Stamp/Ink Pad		
	Post-its		
	Pens/Pencils		
	Writing Pads		
	Tape and electrical tape for sound equip.		
	Hole punch		
	Stapler		
	Push pins for mounting maps		
	Telephone and extension cords		
	Documentation		
	Registration Forms		(TR by BS in both Inuk/Innu) 10 pages
	Exhibit List Form		
	Agenda		TR by BS in both 40 copies each
	Application/Summary Report		TR-Executive Summary
	Public Registry/Decision/Licence		Public Registry on CD rom w/copies; Decision and licence hard copies.
	Intervention Statements/Translated		Deadline: November 21, 2003 TR by Intervenor in both; 30 copies English/20 Inuk/20 Innu
	INAC		
	EC		
	DFO		
	KIA		
	NRCAN		
	Health Canada		
	NTI		
	Other:		
	Power Point Presentations/Translated		
	INAC		



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Resp.	Task	Done	Comments:
	EC		
	DFO		
	KIA		
	NRCAN		
	Health Canada		
	NTI		
	Other:		
LA	Board Binders		
	No. Binders English		11 Copies(members-7; pdp/bill-2; translator-1 plus one extra
	No. Binders Inuktitut		3 copies (member-2; translator-1)
	No. Binder Innuinaktun		1 copy
	Chairman Opening Remarks		Thomas binder only prepared by pdp
	Agenda		
	Licence/Decision		
	Paper/Post-its		
	Summary Report/Executive Summary		
	Maps/Photos		Photos Appendix CC TR required for descriptions (need to outsource); Appendix S Diagrams (need title block only for all to outsource)
	Interventions		see above for full list.
	Power Point Presentations		
	INAC		
	EC		
	DFO		
	KIA		
	NRCAN		
	Health Canada		
	NTI		
	Other:		
	Translation Requirments:		
	Executive Summary		
	Maps		
	Additional Details:		
	Board Training		Fraser Tower Oct 26/27
	Board Copies of Presentation		English and TR
	Briefing Notes		Pat to start
	Technical meeting/Pre Hearing		Kuglugtuk Oct 28/29, Accomodation at Coppermine Inn; Meeting Hall arrangemnts made by steve
	Package for Thomas		
	Agenda		
	CD application		
	CD Public Registry		
	White Sheet		
	Phone and extension cords		



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