

NOTICE TO PARTICIPANTS AND STAKEHOLDERS

June 27, 2016

Re: Review of the Investigation Procedures and Stakeholder Consultation Process

The MSA is in the process of reviewing its policies and procedures to ensure they remain up to date, clear and relevant. In December 2016 the MSA [requested](#) comments from stakeholders regarding a potential refresh of the Offer Behaviour Enforcement Guidelines (OBEGs). In response, stakeholders [submitted](#) that other matters, including those related to the Climate Leadership Plan, demanded a significant amount of stakeholders' time and a consultation on the OBEGs would increase those demands.

In consideration of those comments, the MSA has decided to update and consult on its Stakeholder Consultation Process and its Investigation Procedures at this time. The MSA believes that this consultation should be less time-intensive for participants, while allowing the MSA to progress with its policy update. The MSA intends to consult on refreshed OBEGs once it believes demands on participants related to climate policy have been reduced. Until such time a final draft of the refreshed OBEGs is issued, the current version remains in effect.

The Stakeholder Consultation Process and Investigation Procedures were last updated following changes in legislation in [2008](#) and [2015](#), respectively. Having conducted its initial review, the MSA believes some changes that serve to update and simplify the documents are warranted. Updated drafts of the documents are attached to this notice. Until such time as the final versions of the documents are published, the current versions remain in effect.

[Stakeholder Consultation Process](#)

[Investigation Procedures](#)

The MSA has considered whether to provide blackline versions. The Stakeholder Consultation Process document has been reduced from 17 pages to six and while the process remains largely the same, the resulting blackline is unhelpful and is not provided. The Investigation Procedures have been shortened and reorganized for clarity, but are similar to the previous version in content. A blackline is attached to this notice.

[Investigation Procedures Blackline](#)

While the Investigation Procedures remain largely the same, section 4.4.2 in the revised document, covering interviews, has been changed to allow for recording of interviews using a recording device as an alternative to a court reporter. The new procedures also give the MSA discretion in whether and when to provide a transcript or recording of an interview to the relevant parties. The 2008 version of the Stakeholder Consultation Process included the principles that were followed to develop the consultation process. To streamline the document, these principles have been removed. The result of these principles, the Stakeholder Consultation Process, remains largely the same in its current iteration.

Next steps

For the purposes of this review the MSA intends to use its formal Stakeholder Consultation Process.¹ The MSA is currently in the Initiate phase of the Stakeholder Consultation Process for the Stakeholder Consultation Process and Investigation Procedures refresh. Stakeholders are invited to submit written comments on the drafts by **July 11, 2016** to stakeholderconsultation@albertamsa.ca. All submissions will be made public on the MSA's website shortly thereafter. The MSA will then consider those comments and publish revised drafts thereafter. Following the second drafts, there will be a second opportunity for stakeholder comment, prior to publication of final versions. The MSA expects to publish final versions of the refreshed documents in Q3 2016.

Yours truly,

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¹ [http://albertamsa.ca/files/Principles_and_Framework_for_MSA_Public_Projects_-_Revised_01-15-08\(4\).pdf](http://albertamsa.ca/files/Principles_and_Framework_for_MSA_Public_Projects_-_Revised_01-15-08(4).pdf)