

National Energy Board



Office national de l'énergie

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## **Library and Information Services**

The National Energy Board produces a wide variety of publications about regulatory hearings and research findings on energy matters. These publications are available to the public free of charge. The NEB library is also a source of information about our activities and other related material in support of the NEB's mandate. The library is accessible to the public. The library location, hours of operation, and e-mail address are available in the *NEB library* section of this document.

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# National Energy Board Library and Information Services

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## The NEB library

The library provides the public with a range of services including consultation of regulatory documents, copies of NEB publications, as well as referrals to internal and external sources of information. While members of the public cannot borrow library materials directly, many libraries can borrow material on your behalf through an inter-library loan service. The NEB library provides photocopy services for no charge; however, the library requests that for large amounts of copying, patrons bring in paper to replace what they used.

The NEB library is open Monday to Friday from 9:00 a.m. to 4:00 p.m. It is located at:

444 Seventh Avenue SW  
Calgary, Alberta, Canada T2P 0X8

Phone: (403) 299-3561 (In Calgary)  
1-800-899-1265 (toll-free)

Fax: (403) 292-5576

E-mail: [library@neb-one.gc.ca](mailto:library@neb-one.gc.ca)

*When accessing NEB library material, copyright laws must be respected.*

### **The library's collection**

The main collection consists of statutes, federal regulations, decision documents from other jurisdictions, books, annual reports, studies, reports and standards. The remainder of the library collection consists of directories, dictionaries, encyclopedias and industry-related indexes in the reference collection, as well as journals and newspapers.

Half of the library's collection is directly related to NEB hearings. This includes company applications and related submissions, filings from interested parties, hearing transcripts, and Reasons for Decision. Company applications and related submissions include a variety of information. For example, a typical facilities application contains energy supply information, descriptions of proposed facilities, purpose and justification of facilities, location of facilities with maps, pipeline design and construction descriptions, cost estimates, land matters information, early public notification program descriptions, and financial and environmental information.

With Livelink, the NEB's online database, companies can file documents electronically allowing these documents to be viewed on the NEB Web site. Computer terminals in the library allow for on-site access for viewing purposes. Please note that for public security reasons some material may not be available.

## **NEB Published Documents**

### **Annual report**

The NEB must report its activities to Parliament by March 31st of each year through its annual report. After the annual report is tabled in the House of Commons by the Minister of Natural Resources, it is made available to the public.

The annual report includes regulatory and advisory activities, legislative changes that may affect the NEB's work, administrative information about the NEB, as well as appendices that provide statistics from the energy sector, NEB-regulated companies and NEB activities.

### **Regulatory Agenda**

The *Regulatory Agenda* is a status report of the NEB's regulatory activities. It lists recent and pending decisions, current and future public hearings, applications filed with the NEB, legislative changes and other general activities.

### **Hearing orders**

For each public hearing the NEB issues a hearing order containing directions on procedure. Hearing orders describe where, when, and how the hearing will be conducted, as well as what topics will be discussed and how the NEB plans to receive evidence for the hearing. The document also describes what the applicant must do to notify the public about hearing dates, locations, how to participate and how to get more information.

### **Reasons for Decision and inquiry reports**

When the Board makes a decision about a major application, it issues a publication called the Reasons for Decision. This publication includes the key information presented in the application and at the hearing, the views of the Board and the final decision.

The Board produces a similar document at the end of any public inquiry conducted by the NEB. If the inquiry was initiated by the Minister of Natural Resources, the Minister decides whether to release the report.

### **News releases**

News releases are issued regularly to inform the media, the energy industry, and the public about Board activities and decisions.

### **Information series and guides**

A series of publications and guides are available to provide information about the NEB's hearing and non-hearing activities.

### **Special reports**

The NEB publishes a variety of special reports about the energy industry. Some examples include Canadian Energy Supply and Demand Reports and Energy Market Assessments.

### **Statistical reports**

A variety of statistics related to the NEB's regulatory role in the oil, gas and electric utilities sectors are compiled and published each year.

### **Frontier publications**

The NEB regulates oil and gas operations on frontier lands. Frontier lands are those lands not subject to federal/provincial joint management agreements such as Crown lands situated in the Northwest Territories, Nunavut and Sable Island. Oil and gas operations regulated by the NEB include exploration, development and production, worker safety, environmental protection and conservation of hydrocarbon resources.

Publications about petroleum resource management on frontier lands include:

- Information for companies conducting frontier operations
- Results of inquiries and investigations
- Technical reports
- Catalogues of drilling, geophysical, geological and environmental program reports

For more information please consult *The Frontier Information Office* publication.

### **Certificates, licences, orders and permits**

The NEB uses certificates, licences, letters, orders and permits to implement its decisions. Each is referred to as an instrument of the NEB. These instruments provide permission for different activities:

- Certificates of Public Convenience and Necessity are used to authorize the construction and operation of major pipelines and power lines.
- Licences are used to authorize either major exports of oil and electricity or exports and imports of natural gas.
- Letters are used to implement certain NEB decisions.
- Orders and permits are used to authorize a wide variety of applications including; international power lines, the export of electricity, the construction of pipelines less than 40 km in length, and short-term or small-quantity exports.

### **Transcripts**

Verbatim transcripts are produced by a court reporting firm for all oral public hearings. During a hearing, transcripts are posted daily on the NEB's Web site. These transcripts are produced in either French or English, depending on the language spoken by the hearing participant. Hearing transcripts can also be reviewed in the NEB library. You are welcome to download, print or photocopy the transcripts.

### **Speeches**

Every year, NEB Board Members and staff make speeches about a variety of energy topics. Copies of major speeches are posted on the NEB Web site.

### **Legislation**

Unofficial copies of legislation which affect NEB operations are available through the NEB library, publication coordinator and Web site. Some examples of the legislation available include:

- *National Energy Board Act*
- *Canadian Environmental Assessment Act*
- *Canada Petroleum Resources Act*
- *Canada Oil and Gas Operations Act*

## **Access to NEB publications and information**

### **The NEB Web site ([www.neb-one.gc.ca](http://www.neb-one.gc.ca))**

Many of the NEB's publications are available on our Web site. Check the publications section of the site for a current list.

### **Upon request**

If you do not have access to the Internet, copies of specific NEB publications can be ordered from our publications coordinator. If you need to receive certain publications in paper format on a regular basis, ask to be added to a mailing list. Mailing lists have been created to distribute the following information:

- All NEB publications
- Oil and gas matters
- Electrical matters
- Annual reports only
- Environmental matters
- Energy Market Assessments
- Canadian energy supply and demand

To receive a publication or to be placed on a mailing list, forward your request to the NEB publications coordinator:

Phone: (403) 299-3562 (In Calgary)

1-800-899-1265 (toll-free)

Fax: (403) 292-5576

E-mail: [publications@neb-one.gc.ca](mailto:publications@neb-one.gc.ca)

### **OR send your request to:**

Publications Coordinator

National Energy Board

444 Seventh Avenue SW

Calgary, Alberta, Canada T2P 0X8

Please specify whether you would like to receive the information in English or French.

## **Additional sources of information**

For statistics about energy matters, contact:

### **Statistical Reference Centre**

R.H. Coats Building, Lobby  
Holland Avenue  
Ottawa, Ontario K1A 0T6  
Canada

Web site: [www.statcan.ca](http://www.statcan.ca)

E-mail: [infostats@statcan.ca](mailto:infostats@statcan.ca)

Phone: 1-800-263-1136 (toll-free)

Fax: 1-877-287-4369 (toll-free)

For information about non-regulatory federal energy matters, contact:

### **Natural Resources Canada**

580 Booth Street  
Ottawa, Ontario  
Canada K1A 0E4

Phone: (613) 995-0947

Web site: [www.nrcan-rncan.gc.ca](http://www.nrcan-rncan.gc.ca)

The NEB operates under a variety of acts, regulations, rules, guidelines, guidance notes and memoranda of guidance.

To contact other government departments and agencies, visit: [www.neb-one.gc.ca](http://www.neb-one.gc.ca) (go to 'links')



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