

Timetable for Implementation of Improved CER Consultation Process
CER/08/089c

Approved Proposal	Implementation Date	Explanation
1. Industry & Public Meetings		
a. Publish list of upcoming CER Consultations	With immediate effect	The Commission has included a calendar of upcoming consultations in its bi-monthly newsletter since February 2008 on a trial basis. This will be a standard feature of the newsletter from now on. The Commission will also develop an online consultation calendar with an estimated 'go-live' date of early 2009.
b. Individual Consultation Discussion Meetings	As relevant	The individual consultation discussion group will not apply to all consultations; as such it will be implemented as necessary.
c. Open Forum	As necessary, with initial Open Forum to be held for Electricity Tariffs 2008/09. Further details will be published on the Commission's website in advance of this event.	
2. Public Energy Information Events	With immediate effect	The CER will hold an annual Open Day for industry and the public. In addition, information events will be held as relevant issues arise.
3. Publication of Regulated/ Other Company Proposals	As relevant – With immediate effect	
4. Standard consultation paper template incl. standard information page and Summary of key questions section	1 July 2008	Documents which are in preparation at present would need to be amended and this would delay their development.
5. 'Jargon Free' consultation papers (including the use of a Glossary of standard terms)	1 July 2008	A comprehensive Glossary of Terms will take some time to develop and approve. This will be introduced in line with the standard consultation and decision paper templates.
6. Regulatory Impact Assessments	Further information on implementation when formats for RIA's have been developed. This process will commence in Q3 2008.	The Department of An Taoiseach is currently undergoing a review of its Guidelines on how to conduct a Regulatory Impact Assessment. The results of this review are due for publication in July 2008. The Commission will require a number of weeks to develop and implement a standard RIA process across the CER.
7. Standard 28days consultation period where possible	With immediate effect.	

8. Standard decision paper template incl. standard 'Reason for Decision, response to key questions and 'Next Steps' sections.	1 July 2008	Documents which are in preparation at present would need to be amended and this would delay their development.
9. Publication of all responses received (introduction of confidential appendices)	With immediate effect	
10. Further development of CER website - Improved Search Function - Development of 'Documents by Year' section - Development of the 'Consultation' section - Development of Decision Documents Storage section	Project commencing Q3 2008. Launch Early 2009.	