



Broadcasting Circular CRTC 2008-1 Telecom Circular CRTC 2008-1

Ottawa, 4 January 2008

Information Bulletin

Naming official CRTC documents

In this document, the Commission announces a new approach, effective 1 January 2009, with respect to the names of the official documents that it issues. It also sets out an interim approach that is effective 1 January 2008.

Introduction

1. The Commission currently issues the following types of official documents:

Broadcasting

- Decisions
- Public Notices
- Notices of Public Hearings
- Circulars

Telecommunications (Telecom)

- Decisions
- Public Notices
- Cost Orders
- Orders
- Circulars

2. The approach to official documents is not consistent for both sectors. For example, Telecom policies are set out in Decisions, while Broadcasting policies are set out in Public Notices. Furthermore, this approach does not always provide a clear distinction between the prospective and determination phases of the Commission's processes. For example, in the Broadcasting sector, Public Notices are used both to call for comments on applications and policy proposals as well as to set out the Commission's final policy determinations.

3. In order to make its official documents clearer and more consistent, the Commission will, effective **1 January 2009**, issue the following official documents in both the Telecom and Broadcasting sectors:
 - Decisions
 - Notices of Consultation
 - Regulatory policies
 - Orders
 - Information Bulletins
4. The effective date of 1 January 2009 will allow the Commission adequate time to make necessary changes to its website, search engines and databases.

Official documents effective January 2009

Decisions

5. Decisions will continue to set out the Commission's determinations on certain applications and other matters not related to revisions of its regulatory policies.
6. In the Broadcasting sector, Decisions will set out determinations on matters such as:
 - applications for new licences;
 - applications for licence renewals and amendments;
 - applications for changes in the effective control of broadcasting undertakings;
 - revocation or suspension of licences; and
 - complaints concerning programming.
7. In the Telecom sector, Decisions will set out determinations on matters such as:
 - Part VII applications, including those addressing competitive disputes, review and variance of a Telecom Decision, social and consumer issues, and forbearance;
 - quality of service disputes and issues; and
 - revocation of international licences.

Notices of Consultation

8. Notices of Consultation will be used to announce all proceedings where an opportunity will be provided for comments or filings.

9. In the Broadcasting sector, Notices of Consultation will be issued for matters such as:
- notices of applications received;
 - notices of public hearings;
 - calls for applications; and
 - calls for comments on policy matters and proposed amendments to regulations.
10. In the Telecom sector, Notices of Consultation will be issued for matters such as:
- notices of public hearings; and
 - calls for comments on policy issues.

Regulatory Policies

11. Regulatory Policies will set out Commission policies, regulatory frameworks, and determinations on matters related to such policies and frameworks.
12. In the Broadcasting sector, this will include documents setting out the Commission's determinations on matters such as:
- new regulatory frameworks;
 - policy reviews;
 - adoption of new or amended regulations;
 - revisions to the lists of eligible satellite services; and
 - changes to the distribution and linkage rules.
13. In the Telecom sector, this will include documents setting out the Commission's determinations on matters such as:
- new regulatory frameworks; and
 - amendments to current regulatory frameworks.

Orders

14. In the Broadcasting sector, Orders will be issued for matters such as:
- mandatory orders;
 - distribution orders;
 - exemption orders; and
 - estimated total regulatory costs for broadcasting licence fees.

15. In the Telecom sector, Orders will be issued for matters such as:

- determinations on new or revised tariffs and agreements;
- determinations concerning cost awards; and
- telecommunications fees.

Information Bulletins

16. Information Bulletins will replace Circulars.

17. For both the Broadcasting and Telecom sectors, Information Bulletins will set out new or revised procedures, practices, and guidelines (including election guidelines) for the regulated industries as well as the Commission's service standards.

Interim approach effective 1 January 2008

18. As an interim measure, **between 1 January and 31 December 2008**, the Commission will continue to publish the official documents under the names that it currently uses, but will add the new headings "Notice of Consultation," "Regulatory Policy," "Order," and "Information Bulletin" to those documents, where appropriate.

Secretary General

This document is available in alternative format upon request, and may also be examined in PDF format or in HTML at the following Internet site: <http://www.crtc.gc.ca>