

person submitting the brief should be clearly indicated. Where organizations and individuals wish to appear at the hearings, the names and addresses of those who will represent the organizations or of the individuals should be stated.

The curriculum vitae of all those intending to participate in the presentation of the brief and the subsequent discussions must be attached to the brief.

I. 3. *Number of Copies of Submissions*

The Committee requires fifty (50) copies of each brief. It is suggested that copies in French be provided. Organizations and others submitting briefs may wish to have available additional copies which they can pass on to the press and other interested parties. Although each organization is responsible for the distribution of its brief, the Secretary will distribute it to the members of the Parliamentary Press Gallery upon receipt of an additional 95 English-language and 35 French-language copies. It is imperative that the requisite number of copies of the brief reach the Secretary's office at least two weeks before a scheduled hearing.

I. 4. *Presentation of Submissions*

The full texts of the submissions, ordinarily will be taken as read. At the hearings, participants will be asked to summarize the information contained in their submissions as well as their conclusions and recommendations. They are free to elaborate orally and present arguments. Persons appearing before the Committee may be questioned directly by members of the Committee on the material submitted in their briefs and the recommendations put forward, but they will not be subject to examination or cross-examination by other persons.

I. 5. *Exhibits at Hearings*

Participants are permitted to introduce at the hearings supplementary information and material in written form. These will be known as exhibits.

I. 6. *Transcripts of Proceedings of Hearings*

The proceedings at the hearings held by the Committee will be recorded and printed. Copies may be purchased from the Queen's Printer. Reports of the Committee's proceedings are supplied at reduced rates when ordered immediately following the Committee sitting. A limited number may be obtained without charge on application to the Secretary.

I. 7. *Confidential Character of Submissions*

Submissions made to the Committee will remain confidential until released, the release date being the day on which the organization's representative appears as a witness. In the case of briefs supplied but not presented at the hearings, the release date will be at the discretion of the Chairman.