

## Regulatory Affairs Advisory Committee

### Terms of Reference

#### PURPOSE

The Regulatory Affairs Advisory Committee (RAAC) (the “committee”) is a standing advisory committee of the CNA Board of Directors (the “board”) that is responsible for advising the board and CNA management on regulatory affairs issues that are of concern to CNA members and to the nuclear industry in general; and for the strategies to be pursued by the Association in resolving those issues.

#### OBJECTIVES

In carrying out its purpose, the committee will achieve the following objectives:

- Identify and prioritize the regulatory affairs issues that are of concern to the industry, develop industry positions and provide guidance on their solution;
- Encourage broad participation by the CNA members in its Government and Regulatory Affairs Programs and;
- Facilitate the dissemination of the information to CNA member and governmental policy makers on regulatory affairs issues of concern to the nuclear industry.

#### MEMBERSHIP

The board will appoint the chair of the committee. The chair of the committee is an officer of the organization who serves on the executive committee of the board. Appointment of the chair of the committee is for a three-year term. Appointment takes place at the first meeting of the board following the annual meeting of members, or upon the occurrence of any vacancy in the position.

The committee will consist of a maximum of ten CNA members, including the committee chair, as well as a designate of the CNA President and CEO (typically a member of CNA staff). Membership includes nominees from the major licencees, as well as a representative from the supply chain and the university research community. Nominations are reviewed and accepted by the chair of the committee and the designate of the CEO.

#### NON-MEMBER ATTENDANCE

The committee may, at its discretion, invite members of management and/or other guests to attend all or part of any meeting.



## **DECISION-MAKING**

The committee will reach decisions where possible by consensus developed by the chair of the committee. Where consensus is not possible, the committee will refer the matter to the board for resolution.

## **RESPONSIBILITY AND AUTHORITY**

The committee is responsible for:

- Providing the Association with guidance on the strategy for addressing regulatory affairs issues (policy and legislative).
- Working to ensure consistency of approach or strategy in addressing regulatory affairs issues among CNA member organization.
- Advising the board on regulatory affairs issues and the strategy for addressing them.

The committee's work is advisory only. It provides a forum for dialog among CNA member representatives and staff, guidance to CNA staff, and advice to the board. The committee's work by itself does not have material resource implications for CNA.

The committee may establish working groups and task forces to address specific issues (e.g., Impact assessment Act).

## **MEETINGS AND RECORDS**

The committee will meet at least twice a year and minutes of their meetings must be kept and approved at the next meeting. To the extent possible, the agenda and meeting materials will be circulated to committee members at least five days in advance of regular meeting dates.

Committee members must maintain the confidentiality of any financial details or other sensitive information they receive.

## **REPORTING**

The chair of the committee or their designate will report to the board at least twice a year.

## **ASSESSMENT**

At least annually, the committee will assess its effectiveness in fulfilling its responsibilities and duties set out in these terms of reference.

## REVIEW

Annually the committee will review these terms of reference to assess whether they accurately describe the duties and responsibilities of the committee and will either confirm or recommend changes to the terms of reference to the CNA's Governance, Human Resources and Compensation Committee.

---

### REVISION HISTORY:

**Approved: Dec. 8, 2014**  
**Revised: June 8, 2021**