# YESAA Five-year Review Process

**Review preparation**

- Finalize Terms of Reference** (before call for proposals) (DR)
- Prepare Scope of Work** (DR)
- Prepare Request for Proposal (DR)
- Call for proposals
- Evaluate proposals/Select contractor

**Phase 1: Information gathering and issues scoping**

- Consultation/information gathering (contractor)*
- Analyze and identify issues (contractor)
- Prepare draft Issues Scoping Report (contractor)
- Review draft Issues Scoping Report (DR, First Nations, YESAB)
- Issues Scoping Workshops (contractor with DR, First Nations, YESAB)
- Final Issues Scoping Report (contractor)**

**Phase 2: Issues analysis**

- Additional research and analysis (contractor)
- Workshop on Observations and Conclusions Report (First Nations, DR, contractor)
- Prepare draft Observations and Conclusions Report (contractor)
- Review of draft Observations and Conclusions Report (DR, FN, YESAB)*
- Finalize Observations and Conclusions Report (contractor)**

**Phase 3: Response**

- Review and consider Observations and Conclusions Report (DR, First Nations, YESAB)
- Prepare draft Review Report (DR, First Nations)
- Finalize Review Report (DR)**

### Who does what?

<table>
<thead>
<tr>
<th>Role</th>
<th>Responsibilities</th>
</tr>
</thead>
<tbody>
<tr>
<td>DR</td>
<td>Designated Representatives</td>
</tr>
<tr>
<td>FN</td>
<td>First Nations</td>
</tr>
<tr>
<td>*</td>
<td>Opportunity for public input</td>
</tr>
<tr>
<td>**</td>
<td>Document will be publicly available</td>
</tr>
<tr>
<td>1</td>
<td>All comments will be considered in the process of finalizing the Observations and Conclusions Report and in preparing the Review Report (DR)**</td>
</tr>
</tbody>
</table>