What follows are general guidelines to keep in mind when addressing the State Water Resources Control Board (SWRCB). The SWRCB has ultimate jurisdiction over how it holds its proceedings.

Hearing Logistics

- All hearings begin at 9 a.m., but attendees should plan to arrive early to find a seat. The hearings will be well attended.
- The State Water Resources Control Board (SWRCB) has provided an Order of Proceedings agenda for each public hearing. Each hearing will consist of a mixture of agency presentations and general public comments.
- The hearings may last into the evening. While the hearings begin at 9 a.m., speakers will speak in the order they are called upon by the Board Chair. As such, there is no guarantee of a specific time in which a specific individual comment will be heard.
- These types of hearings are highly organized and speaking out of turn is not acceptable. Public comments are to be made formally at the front of the room.
- The hearings will be webcast live and also transcribed by a court reporter.

Oral Comment Process

- Those planning to speak should complete a “blue speaker card” available within the hearing room as they arrive. Submit the card to SWRCB staff near the front of the room. Commenters are not required to complete the form, but are advised to at least print their name and submit a card so the SWRCB is informed of a desire to comment.
- The comment queue can be shuffled around, so submitting a blue speaker card early does not necessarily mean a commenter will be asked to speak earlier than others. Those submitting a blue speaker card have the option to forego their speaking opportunity when called.
- Each comment from an individual member of the public is currently limited to three minutes. This time may be shortened depending on number of total speakers, as determined by the Board Chair. Speakers will be timed when speaking and will be cut off by the Board Chair if their time limit is exceeded.

Oral Comment Tips

- Comments should be directed at the members of the State Water Resources Control Board. It is best to maintain a level of civility and respect when making comment.
- Comments need not be overly detailed to make an impact. A general speaking template can be as simple as:
  - Who you are and where you reside
  - Who you represent
  - What you do and where you conduct business
  - The concerns you have with the SED taking the water you rely upon
  - What the SED, if implemented, would do to you, your family, your business or your community.
- Commenters who have provided detailed written comments to the SWRCB, or those who plan to submit written comments prior to the 1/17/16 written comment deadline, should note that in their oral comments.
- For additional background information as you prepare comments, please research WorthYourFight.org.