

Milestones and Deadlines of a NPCC-conducted Compliance Audit in Québec

Hybrid On-Site Audit

Activity	Approximate Deadline
Audit Notification	105 calendar days prior to the audit week start date
Initial Audit Briefing Conference Call	Within 14 calendar days of Audit Notification
Submit Pre-Audit Survey and Level 1 Evidence requests	30 calendar days after Audit Notification
Sample Sets Provided to the Registered Entity, <i>if applicable</i>	45 to 50 calendar days after Audit Notification
Objections to Audit Team Members Due	15 calendar days prior to the QRSAs and evidence submittal
Submit QRSAs, Supporting Evidence, Certification, Level 2 requests, and NPCC requests ¹	105 calendar days after Audit Notification
Audit Opening Presentation	Audit week start date
Audit Exit Presentation	Audit week end date
Draft Audit Report to the Registered Entity	6 to 8 weeks after exit presentation
Registered Entity Audit Report comments due	Within 30 calendar days after receipt of draft Audit Report
Final Audit Report to the Registered Entity	60 to 90 business days after exit presentation

Off-Site Audit

Activity	Approximate Deadline
Audit Notification	105 calendar days prior to the QRSA and evidence submittal
Initial Audit Briefing Conference Call	Within 14 calendar days of Audit Notification
Submit Pre-Audit Survey and Level 1 Evidence requests	30 calendar days after Audit Notification
Sample Sets Provided to the Registered Entity, <i>if applicable</i>	45 to 50 calendar days after Audit Notification
Objections to Audit Team Members Due	15 calendar days prior to the QRSAs and evidence submittal

¹ NPCC requests are applicable for CIP audits.

Activity	Approximate Deadline
Submit QRSAs, Supporting Evidence, Certification, Level 2 requests, and NPCC requests ²	105 calendar days after Audit Notification
Expected Completion and Audit Exit Presentation	120 calendar days after QRSAs and evidence submittal
Draft Audit Report to the Registered Entity	6 to 8 weeks after exit presentation
Registered Entity Audit Report comments due	Within 30 calendar days after receipt of draft Audit Report
Final Audit Report to the Registered Entity	60 to 90 business days after exit presentation

Note: Dates and deadlines are subject to change and will be communicated with Registered Entities in advance.

Revision History

Revision Number	Date	Description
0	September 5, 2020	Document created.
1	November 8, 2022	Incorporated NERC Rules of Procedure (ROP) updates and NPCC process changes.
2	May 17, 2023	1. Clarified type of days – calendar or business. 2. Added an activity for Sample Sets Provided to the Registered Entity Incorporated NPCC process changes.
2.1	January 19, 2026	Customized for the Québec Reliability Standards mandatory regime

² NPCC requests are applicable for CIP audits.