



OFFICE USE ONLY Approval for Criminal Duty Counsel panel Date _____ AD/SDC: _____ <div style="text-align: right;">signature</div>
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Criminal Duty Counsel Panel Application

Lawyer Name (Print) _____ Legal Aid Solicitor # _____

Note: The Duty Counsel Panel Standards are available at your area office and on the LAO website.

PART I MINIMUM RELATED EXPERIENCE

1. I meet LAO’s minimum related experience or equivalency as set out in section 5A of the Criminal Court Adult and Criminal Court Youth Duty Counsel Panel Standards.

OR

CONDITIONAL PANEL ADMISSION

2. I do **not** meet LAO’s minimum related experience requirements and am requesting an area director or supervisory duty counsel exemption on the basis of one or more of the following:

- (i) I have had substantial involvement in criminal law;
- (ii) I have substantial experience as criminal law duty counsel;
- (iii) I am a new call to the bar (or called to the bar within the last year) and
 - (a) performed a rotation as an articled student in criminal law, and/or
 - (b) I agree to attend training courses in criminal law as required by the area director.

OR

3. I do **not** meet LAO’s minimum related experience requirements and do **not** qualify for an exemption and I agree to acquire the minimum related experience or qualify for an exemption within one year.

PART II PROBATION AND SHADOWING

I agree to be subject to a three-month probationary period, during which I will shadow an experienced duty counsel for a period to be specified by the area director, or supervisory duty counsel, and at the end of which the area director or the supervisory duty counsel shall provide me with performance feedback.

PART III MANDATORY PROFESSIONAL DEVELOPMENT

1. I shall complete a minimum of 6 hours of continuing legal education in criminal law on an annual basis.

2.(a) I shall attend administrative/procedural training programs relating to the role of duty counsel.

OR

(b) I am requesting an area director or supervisory duty counsel exemption from the training programs because I have demonstrated my ability to comply with LAO’s administrative/procedural requirements.

I agree to comply on an ongoing basis with LAO’s duty counsel standards for admission and continued standing.

Lawyer’s signature: _____ Date: _____

All new Duty Counsel must submit accounts through *Legal Aid Online*. If high speed internet access is unavailable in your area, you may submit accounts on paper, upon the approval of your AD or SDC.

Mail or fax to your local Legal Aid Ontario Area Office.

Personal information in this form is collected under the authority of section 84 of the *Legal Aid Services Act* and is used in determining whether the applicant meets the standards for entry and retention on the panel, and for the purpose of creation and management of the duty counsel panel by area offices. Questions about this collection should be directed to the *FIPPA* coordinator, 40 Dundas Street West, suite 200, Toronto, ON, M5G 2H1, 416-979-1446 or 1-800-668-8258.

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