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August 22, 2013



Dear [REDACTED]

Re: Freedom of Information Request – [REDACTED]

Thank you for your email of August 12, 2013, requesting further information with respect to this request.

You have asked whether any of the following persons are lawyers:

“[REDACTED]”.

There are lawyers and non-lawyers who work in the account adjustment process. Non-lawyer adjusters at Legal Aid may assess accounts and requests for discretion up to 15 hours on an entire certificate, not just a submitted account. Anything above 15 hours is assessed by a lawyer. Non-lawyer adjusters cannot make discretion decisions on an account if a previous decision has been made by a lawyer on an account submitted by that solicitor. In addition, the review of any request for discretion is always conducted by a lawyer, and if the initial assessment was done by a lawyer, it will be a different lawyer conducting the review.

I can advise you that “[REDACTED]” are lawyers.

You also queried whether the training materials used by any of these persons are posted on the website. Training materials are internal documents that are not posted on our website. I am enclosing the Clarified Discretion Criteria for LSP Staff, which are used as training materials and are referred to by LSP staff in their duties.

I trust that this information has answered your inquiry.

Yours truly,

Michelle Seguin
Acting President/CEO
Encl.