

Resignation



Published: October 2021

1. A roster member may request to be removed from the roster by submitting a request for resignation to LAO's roster management department.
2. Roster members shall give as much advance notice as practicable when making a request for resignation.
3. Roster members shall not accept a legal aid certificate where they are aware that they may be unable to complete the legal aid services as a result of an anticipated or pending request for resignation.
4. LAO will approve a request for resignation except where a compliance or remedial process has commenced with respect to the roster member including but not limited to an investigation, audit, review of a complaint, recovery of funds, or a roster removal process. At the conclusion of any such process, LAO may grant the request for resignation without a new request from the roster member.
5. Where a request for resignation is approved, the roster member shall:
 - a. Make reasonable efforts to minimize any interruptions in service for the roster member's legally-aided clients;
 - b. Make reasonable efforts to minimize cost and administrative effort required by LAO to facilitate the resignation;
 - c. Deliver all legal aid client files to the client, the successor lawyer, or LAO, as directed by LAO; and
 - d. Submit all outstanding accounts to LAO in accordance with the Rules.
6. Where a request for resignation is refused, LAO shall deliver a notice of, and the reason for, the refusal.
7. A roster member shall not request a legally aided client's advance consent to be removed from the record, whether through a pre-completed and signed notice of change in representation, or otherwise.