

INTENSIVE CASE ASSESSMENT PROCESS (ICAP)

(please check off applicable box(es), sign, date and submit to the Senior Area Director)

PROVINCIAL CRIMINAL COURT

- 403
- _____
(please indicate court room number)

RETROACTIVE CERTIFICATE REQUEST

- I certify that I am requesting a retroactive certificate and that the services provided were necessary to secure a legal benefit for an eligible person

LIMITED PURPOSE CERTIFICATE REQUEST

- I am requesting a limited purpose certificate. I certify that I provided services to an eligible person in court room _____ and that the services provided were necessary to secure a legal benefit as duty counsel was unavailable.

ADMINISTRATIVE INCREASE REQUEST

- I am requesting an administrative increase. I certify that:
 - prior to the main preparation for the hearing, I made an offer to the Crown for a reasonable plea agreement, a reduced charge, or stay of proceedings, and provided a factual basis to the Crown that made the position of the Crown untenable;
 - I fully prepared for the hearing;
 - immediately prior to, or on, the hearing date the Crown acceded to the position previously advanced, or accepted a preferable disposition to the one previously advanced by the accused.

(please provide details of Crown and Defence offers to settle, and the ultimate disposition of the matter)

FULL TARIFF PAYMENT REQUEST

- I certify that the legal aid authorized by the certificate was rendered by me, or by such other named person in 3 hours or less, and that the disbursements set out herein were paid or liability therefor incurred, and were necessary and proper, and that I have not received reimbursement for any of them. I have acted in accordance with my client's instructions and best interests and completed the legal aid authorized by the certificate in 3 hours or less. I am requesting that the Executive Director exercise his discretion to pay the full tariff fee for the legal aid authorized by the certificate

Signed this _____ day of _____, 20__

A Barrister & Solicitor entitled to practise law in the Province of Manitoba