



May 2023

## **52 - 2023 NOTICE TO THE PROFESSION**

### **ENHANCED SECURITY FOR PBOBJECTIVE ACCOUNTS**

Like many organizations Legal Aid Manitoba (LAM) is re-examining our responsibilities to protect the private information of those persons using our services. In accordance with industry standards and public expectations we will require that PBOBJECTIVE Passwords be changed every 90 days. Passwords will not be reusable once they have expired.

We recognize that this will cause some disruption; however, given the substantial risk should counsel's account be accessed by unauthorized persons, this is a reasonably small imposition.

This requirement will come into effect at the next PBOBJECTIVE rebuild expected this week. If you require assistance with your password changes, please contact [pbhelpdesk@legalaid.mb.ca](mailto:pbhelpdesk@legalaid.mb.ca).

### **ADMINISTRATION OFFICE RECEPTION**

The main reception for the Administrative Office located at 287 Broadway is now located on the **First Floor**. Anyone meeting for an appointment, picking up or dropping off items are asked to attend at that reception.

### **GOVERNMENT AIR REQUIREMENTS**

Counsel are reminded that only Identified Duty Counsel or Counsel who are flying on a specific Certificate with travel authorization will have their flights covered by LAM. If you are not the Authorized Duty Counsel you **MUST** provide the certificate number you are flying on to the booking clerk when you book your seat. Failure to do so may result in LAM clawing back the cost of the flight from counsel. Please ensure the certificate number is recorded by the clerk.

### **IMMIGRATION CERTIFICATES**

There has been some misunderstanding about what is covered in the Immigration Tariff found at Part 4.1 of the Tariff of Fees. For matters involving a Refugee application s. 3 applies:

3 Refugee Division, Immigration and Refugee Board:

- a) preparation and attendance, including the first 1/2 day of hearing, \$100 per hour to a maximum of \$1,315
- b) each additional 1/2 day of hearing, including all preparation and attendance \$465

In some cases an individual seeking refugee status may have completed the preliminary documentation such as the Basis of Claim Form on their own or with the assistance of Welcome Place. However, if the client has not completed this form it is expected that counsel will complete this form as part of their certificate. It is not appropriate to ask the client to return to Welcome Place to have those documents completed by volunteers.

Counsel are reminded that a discretionary increase process is available where additional time is required because of extremely unusual circumstances.