



January 22, 2021

**Sent via email**

Pinder K. Cheema, QC  
BC Prosecution Service  
3rd floor, 940 Blanshard Street  
Victoria V8W 3E6

Dear Pinder:

**Re: 2021 Mandate for Credentials Committee**

Thank you for agreeing to accept the appointment as Chair of the Credentials Committee for 2021.

The 2021-2025 Strategic Plan and the Terms of Reference along with the particular priorities outlined below should guide the Credentials Committee in its work this year.

The mandate from the Terms of Reference for the Credentials Committee is:

*The Credentials Committee has the statutory responsibility for overseeing the enrolment, education, examination and call to the bar of articled students, the transfer of lawyers to B.C. and the reinstatement of former lawyers. When the character or fitness of an applicant for admission, readmission or transfer needs to be addressed, the Committee considers the application directly or orders a formal credentials hearing. The Committee is also responsible for reviewing applications relating to a student's failed standing in PLTC and for considering any matters arising from the articling system. The Committee further assists the Benchers in setting credentials policy and ensuring that this policy is adhered to and assists in credentials program planning, evaluation and budget.*

I expect that you will guide the Credentials Committee in its work over the year in a manner that reflects its terms of reference, the Benchers Code of Conduct and the Benchers governance policies regarding committees, always ensuring we remain committed to evidence-based decision-making that

**Dean Lawton, QC**  
President

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takes into consideration the impacts of policies on our members and the public and that we act in the public interest.

In particular, please keep in mind that the Benchers have directed that:

- a) Bencher committees are to help the Benchers do their job, not to help the staff do its jobs. Committees ordinarily will assist the Benchers by preparing policy alternatives and implications for Bencher deliberation.
- b) Bencher committees do not exercise authority over staff.
- c) In keeping with the Benchers' broader focus, Bencher committees will normally not have direct dealings with current staff operations.

I expect you and the members of Credentials Committee to work in a professional and respectful manner with the staff assigned to support the Committee.

During 2021, I would like to see the Credentials Committee make substantial progress on the following priority:

*Review and consider any necessary revisions to the Law Society admission program application form in consultation with Mental Health Task Force.*

As Chair of Credentials Committee, please ensure that all members of the Credentials Committee understand they are expected to abide by the Bencher Code of Conduct and the Law Society's workplace policies and that the Credentials Committee is expected to act within its Terms of Reference.

I look forward to hearing about the work of Credentials Committee over the balance of the year and trust that you and the Credentials Committee will make substantial progress on the priorities in this letter.

Yours truly,

A handwritten signature in black ink, appearing to read 'D. Lawton', with a long horizontal flourish extending to the right.

Dean Lawton, QC  
President, Law Society of BC