



TRIBUNAL

**Practice Direction
September 17, 2018**

Case management prehearing conferences

1. This direction applies to a citation issued under Part 4 of the Law Society Rules.
2. A party may request a pre-hearing conference under Rule 4-38 at any time.
3. If, five months after the citation is issued, no hearing date has been set and no party has requested a pre-hearing conference, the hearing administrator will schedule a pre-hearing conference under Rule 4-38 within 30 days and a Chambers Benchler will be designated to preside at the conference.
4. In addition to the matters enumerated in Rule 4-38(8), the Chambers Benchler will ask the parties to consider any matters that may aid in the timely disposition of the citation, including but not limited to
 - (a) conducting all or part of the hearing in written form;
 - (b) an agreed statement of facts;
 - (c) agreement for the hearing panel to receive and consider documents or evidence under Rule 4-41(3)(e).
5. Parties must attend the pre-hearing conference and should be prepared to assist the Chambers Benchler in setting a date for the hearing to begin and making any other orders intended to facilitate the timely disposition of the citation.
6. The hearing administrator will schedule a prehearing conference as soon as practicable for matters where the citation is currently outstanding for five months or more without a hearing date or a prehearing conference.

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President's Designate