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| **INTERNATIONAL PROTECTION SOLICITORS PANEL**  **Application to be entered onto the Panel Closing Date: 4.00 pm Friday 8th March 2024** |  |
| * Applicants must also return the signed form of undertaking below.      * Applicants must read and agree to the Terms and Conditions of the International Protection Solicitors Panel which can be found at:   <https://www.legalaidboard.ie/en/lawyers-and-experts/legal-professionals-in-civil-cases/international-protection/>   * All legal professionals engaged in international protection are required to have the necessary experience and training in the area, and this can be demonstrated via our course delivered in conjunction with the UNHCR.   This training course will take place over four half-days on 12th & 15th-17th April. Details will be circulated in due course | |

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| Name |  | | |
| Address |  | | |
| Email |  | | |
| Telephone Number |  | VAT Number |  |

Please indicate which areas you are willing to serve at by placing a tick in the box of the appropriate areas below

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| Dublin – Smithfield Law Centre Catchment Area  Dublin, Kildare, Wicklow, Carlow, Kilkenny, Laois, Offaly, Meath, Louth, Wexford, Tipperary (except Carrick-on-Suir), Cavan, Monaghan |  |
| Galway – Seville House Law Centre Catchment Area  Galway, Mayo, Sligo, Leitrim, Roscommon, Clare, Limerick, Donegal, Westmeath, Longford |  |
| Cork – Popes Quay Law Centre Catchment Area  Cork, Kerry, Waterford, Tipperary (Carrick-on-Suir only) |  |

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| I confirm that I am not currently and have never been the subject of any disciplinary proceedings relating to my professional conduct before any committee, tribunal, court or other similar body, other than proceedings in which the complaint has been found to be unwarranted.  If “No”, please provide further details on an additional page. | Yes  No |
| I confirm that I am willing to provide legal services in accordance with the Civil Legal Aid Act 1995 and the Terms and Conditions of the Scheme as may be determined from time to time by the Board. | Yes  No |
| I confirm that I hold a current practising certificate from the Law Society of Ireland and that I shall notify the Board immediately in the event of my ceasing to hold such a certificate at any time. | Yes  No |
| I confirm that I am covered by professional indemnity insurance for a claim of up to €1.5m and that I shall notify the Board in the event of this not being the case at any time. | Yes  No |
| I confirm that I was admitted to the Roll of Solicitors in Ireland on: | \_\_\_\_/\_\_\_\_\_/\_\_\_\_\_\_ |
| I agree to participate in training being organised by the Board in April 2024 for the purposes of participation in this scheme | Yes  No |
| I agree to undergo such further training as may be deemed necessary from time to time by the Board | Yes  No |
| I have already received formal training in refugee law  If yes please provide details: | Yes  No |
|  | |
| I have practical experience in refugee law  If yes please provide details: | Yes  No |
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| I confirm that I am in compliance with the current tax clearance procedures for public sector contracts. | Yes  No |
| I confirm that I have access to email facilities and that the IT software used by me is compatible with Microsoft Office software and that I am willing to abide by the Board’s requirement to send confidential emails using the Board’s secure email facility. | Yes  No |
| I declare that I have no medical condition that would render me unfit to provide the required service. I agree to the Board reserving the right at all times to refer me to a medical practitioner in order to confirm my fitness in this respect. | Yes  No |

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| Name of solicitor to be entered on panel |  |  | Date |  |
| Signature |  |  | Withholding Tax No. |  |
| Address |  |  | VAT No. |  |