**Legal Aid Board Private Practitioner International Protection Scheme - Claim Form (CF1)**

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**Claim for fee payable under the Private Practitioner Asylum International Protection Scheme**

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| --- | --- | --- | --- | --- | --- | --- |
| Solicitor: |  |  | | PP No: | |  |
| Client Name: |  |  | | | | |
| Law Centre Ref: |  |  | DJE Ref: | |  | |

Matter: Please tick the relevant box(es) on the attached table(s) to specify the matters for which a fee is being claimed.

I certify that I have provided the legal services as specified in the attached table(s) in accordance with the terms and conditions for the Private Practitioner International Protection Scheme and I accordingly seek payment of the appropriate fee in accordance with those terms and conditions.

|  |  |  |
| --- | --- | --- |
| Total amount claimed: € | Current stage of this case: |  |
| Liable for VAT: YES/NO | VAT No. if applicable: |  |
| Signature of solicitor: | Date: |  |

**NB a complete claim form must be accompanied by:**

1. a copy of the signed legal aid certificate or other written authority (in the case of

additional services) and

1. a letter from the relevant decision making authority as evidence of the stage of the case

**For cases referred by Cork and Galway law centres please send fee claim to:**

Legal Services Support Unit, Legal Aid Board, Quay Street, Cahirciveen, Co Kerry, V23 RD36.

DX 166 004.

**For cases referred by Smithfield Law Centre please send fee claim to:**

Support Unit, Smithfield Law Centre, 48 North Brunswick Street, Dublin 7, D07 PE0C.

DX 1085 Four Courts.

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**For Office Use**:

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| --- | --- | --- | --- | --- |
| Claim “Receipt Date” in Head Office: | |  | | |
| Claim checked by |  | | Date |  |
| Payment Authorised |  | | Date |  |

**Table of fees claimed**

**Schedule 2 – Fees for Services – Applications for International Protection made after 31st December 2016  
Table A: Application for International Protection and Permission to Remain**

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| --- | --- | --- | --- | --- | --- |
| **Case Stage** | **This fee covers** | **Fee can be claimed when** | **Fees** | | |
| **Applicant** | **Spouse** | **Child** |
| 1. **Application for International Protection Questionnaire** | Assistance with the making an application for international protection and permission to remain in the State, including advice in relation to the provision of material reception conditions and access to the labour market. | An applicant’s Application for International Protection Questionnaire has been submitted to the International Protection Office  This fee shall also be claimable when the solicitor has been engaged after the questionnaire has been submitted, but, following the taking of instructions the solicitor forms the view that it is necessary to submit an amendment to the questionnaire to the IPO and does so. |  |  |  |
| 1. **Personal Interview** | This fee covers the provision of legal advice in relation to a personal interview with an international protection officer including the making of submissions in relation to international protection and permission to remain and the obtaining of country of origin information. | An international protection officer makes a recommendation to the Minister in relation to an applicant’s application for international protection |  |  |  |
| 1. **Appeal to the International Protection Appeals Tribunal** | This fee covers the drafting of a notice of appeal, legal submissions, and advocacy before the Tribunal. | The Tribunal decides to uphold or overturn the recommendation of the international protection officer |  |  |  |
|  | Where the accelerated appeal procedure under section 43 IPA applies and there is no oral hearing, a reduced fee shall be payable. |  |  |  |  |
| 1. **Review of Permission to Remain (s49)** | Provision of legal advice and the making of submissions in relation to a review by the Minister for Justice and Equality in relation to a decision on permission to remain pursuant to section 49 of the International Protection Act 2015. | The applicant is granted permission to remain in the State or a deportation order is made. |  |  |  |
| 1. **Revocation or Amendment of Deportation Order** | Provision of legal advice in relation to a deportation order made by the Minister for Justice and Equality, pursuant to section 3 of the Immigration Act 1999, to include any representations to the Minister in relation to the possible amendment or revocation of the deportation order | The Minister decides or refuses (as the case may be) to review or amend the deportation order |  |  |  |

**Table B: Additional fees payable in cases being processed under Regulation (EU) 604/2013 (“Dublin III Regulation”)**

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| --- | --- | --- | --- | --- | --- |
| **Case Stage** | **This fee covers** | **Fee can be claimed when** | **Fees** | | |
| **Applicant** | **Spouse** | **Child** |
| **1A. Dublin III Advices and Submissions to IPO** | Provision of advices and representations to the Protection Office where the client’s application is being processed under the Dublin III Regulation, including advices in relation to Article 5 interview if same has not yet taken place, and to include submissions in relation to Dublin III where appropriate. | A decision on whether or not to transfer to the client to another jurisdiction under Dublin III is taken. |  |  |  |
| **1B. Dublin III Appeal** | Provision of advice, drafting notice of appeal and representation at the International Protection Appeals Tribunal for the purpose of an appeal against a decision to transfer the client to another EU jurisdiction on foot of the provisions of the Dublin III Regulation. | The Tribunal decides to uphold or overturn the decision to transfer to the client to another jurisdiction under Dublin III. |  |  |  |

**Table C: Other Fees Payable in International Protection Matters**

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| **Matter** | **This fee covers** | **Fee can be claimed when** | **Fees** | | |
| **Applicant** | **Spouse** | **Child** |
| **Revocation of Asylum/Subsidiary Protection Status (s52 IPA)** | Advice, submissions and representation in the Circuit Court, covering all matters in relation to the revocation of refugee declaration or subsidiary protection declaration under section 52 of the International Protection Act 2015. | The Minister decides, following representations, not to revoke the applicant’s declaration of refugee or subsidiary protection status. Alternatively, when an order of the Circuit Court is made. |  |  |  |
| **Inadmissible Application (s21 IPA)** | Advice, submissions and an appeal to the International Protection Appeals Tribunal in respect of the inadmissibility of an application under Section 21 of the International Protection Act 2015. | The Minister makes a final decision that the application for international protection is inadmissible, or decides to admit the application. |  |  |  |
| **Consent for Subsequent Application (s22 IPA)** | Advice and submissions in respect of an application for the consent of the Minister for Justice and Equality to make a subsequent application under Section 22 of the International Protection Act 2015. | An international protection officer makes a recommendation to the Minister that consent to make a subsequent application should be granted or refused |  |  |  |
| **Consent for Subsequent Application (s22 IPA) – Appeal** | Appeal to the International Protection Appeals Tribunal of a negative recommendation by an international protection officer in relation to an application for consent of the Minister for Justice and Equality to make a subsequent application under Section 22 of the International Protection Act 2015. | Following determination of the appeal, consent to make a subsequent application is granted or refused. |  |  |  |
| **Appeal in relation to the material reception conditions and access to the labour market** | Appeal to the International Protection Appeals Tribunal under Regulation 21 of the European Communities (Reception Conditions) Regulations 2018, and where there is an oral hearing. | The Tribunal takes a decision in relation to the appeal |  |  |  |
|  | Where there is no oral hearing, a reduced fee shall be payable. |  |  |  |  |

**Schedule 3  
Applications for subsidiary protection made prior to 31st December 2016 being dealt under the transitory provisions of the International Protection Act 2015**

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| --- | --- | --- | --- | --- | --- |
| **Case Stage** | **This fee covers** | **Fee can be claimed when** | **Fees** | | |
| **Applicant** | **Spouse** | **Child** |
| 1. **Subsidiary Protection Application** | Assistance with the making an application for subsidiary protection and permission to remain in the State. | An international protection officer makes a recommendation to the Minister in relation to an applicant’s application for subsidiary protection |  |  |  |
| 1. **Appeal to the International Protection Appeals Tribunal** | The drafting of a notice of appeal, legal submissions, and advocacy before the Tribunal. | The Tribunal decides to uphold or overturn the recommendation of the international protection officer |  |  |  |
| 1. **Review of Permission to Remain (s49)** | Provision of legal advice and the making of submissions in relation to a review by the Minister for Justice and Equality in relation to a decision on permission to remain pursuant to section 49 of the International Protection Act 2015. | The applicant is granted permission to remain in the State or a deportation order is made. |  |  |  |
| 1. **Revocation or Amendment of Deportation Order** | Provision of legal advice in relation to a deportation order made by the Minister for Justice and Equality, pursuant to section 3 of the Immigration Act 1999, to include any representations to the Minister in relation to the possible amendment or revocation of the deportation order | The Minister decides or refuses (as the case may be) to review or amend the deportation order |  |  |  |