



Immigration and
Refugee Board of Canada

Commission de l'immigration
et du statut de réfugié du Canada

Candidate Information Summary

Governor in Council Appointment Application Form

1. Complete and print the Application Form to apply for the position of GIC member of the Immigration and Refugee Board of Canada. All forms must be dated and signed.
2. Provide any additional information, which you believe useful. If the space provided is not sufficient you may supplement it by attaching additional numbered pages.
3. Return the completed Form along with your curriculum vitae and other material to:

Director, Governor in Council (GIC) Secretariat Services
Immigration and Refugee Board of Canada
344 Slater Street
Room 14-075
Ottawa, Ontario
K1A 0K1

The Application Form and other material received will be submitted to the Advisory Panel and the Selection Board for assessment.

All information will be kept in confidence. When making inquiries, all efforts will be made to maintain confidentiality; the Committees, however, cannot accept responsibility for any unauthorized disclosure of an applicant's name.

For security reasons, do not FAX or E-Mail this document.

1. Personal Information

| | | | | | | | | | |
|--|--------------------------|--|--|--|----------|--|--|--|--|
| 1 (a) Surname | 1 (b) Given Names | | | | | | | | |
| 1 (c) Date of Birth <table border="1" style="width: 100%; text-align: center;"> <tr> <td style="width: 25px;"> </td> <td style="width: 25px;"> </td> <td style="width: 25px;"> </td> <td style="width: 25px;"> </td> </tr> <tr> <td colspan="4">dd/mm/yy</td> </tr> </table> | | | | | dd/mm/yy | | | | 1 (d) Male <input type="checkbox"/> Female <input type="checkbox"/> |
| | | | | | | | | | |
| dd/mm/yy | | | | | | | | | |
| 1 (e) Place of Birth | 1 (f) City | | | | | | | | |
| 1 (g) Province/Territory (if applicable) | 1 (h) Country | | | | | | | | |

2. Address

| | |
|--|--------------------------|
| 2 (a) Number, Street, Apt. | 2 (b) City |
| 2 (c) Province/Territory (if applicable) | 2 (d) Postal Code |
| 2 (e) Use as Mailing Address <input type="checkbox"/> Or: | |
| 2 (f) Home Phone | 2 (g) Work Phone |
| 2 (h) Home Fax | 2 (i) Work Fax |
| 2 (j) Cell | 2 (k) E-Mail |

3. Place of Residence

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|---|---|
| 3 (a) If appointed I would be willing to reside anywhere in the Province or Territory <input type="checkbox"/> | 3 (b) Only in (Please be specific) |
|---|---|

4. Travel

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| 4 (a) If appointed I would be willing to travel within the Province or Territory or within Canada, as required. <input type="checkbox"/> |
| 4 (b) Comments |

5. Language(s)

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|---|--|
| 5 (a) Language(s) in which you are competent to conduct a hearing English <input type="checkbox"/> French <input type="checkbox"/> | |
| 5 (b) Which official language do you want to use? In correspondence? English <input type="checkbox"/> French <input type="checkbox"/> | For a written test? English <input type="checkbox"/> French <input type="checkbox"/> For Interviews? English <input type="checkbox"/> French <input type="checkbox"/> |
| 5 (c) If you can communicate in a language other than French or English, please specify | |
| 5 (d) Comments | |

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| 7 (b) | Other Professional responsibilities, involvement in professional associations, teaching, publications, etc. |
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8. Community Involvement

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| 8 (a) | Community involvements, memberships, interests |
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| 8 (b) | Experience with cultural and ethnic diversity: |
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9. Personal Suitability

Please answer "Yes" or "No" to the following questions. Where you answer "Yes" please provide an explanation of your response.

9 (a) Have you ever been convicted or charged of any criminal offence in Canada or elsewhere? Please note that you do not have to disclose a conviction for which you have received a pardon except as it may be relevant under (b) below. No Yes Explain (when and where)

9 (b) Have you ever been the subject of disciplinary proceedings including any pending proceedings that might lead to discipline by any professional regulatory body to which you are or were a member? No Yes Explain (when and where)

State all self-governing organizations to which you are or were a member.

9 (c) Are there any past or currently outstanding matters in Canada or elsewhere, such as business interests or personal matters which might have an adverse impact on your ability and fitness to serve as a member? No Yes Provide details

9 (d) Are there any civil actions made by you or against you which might lead your fitness to serve as a member and to fairly assess the testimony of witnesses to be questioned. No Yes Provide details (when and where)

9 (e) Do you have any professional or other interests that could cause a conflict of interest, or the appearance of a conflict of interest, if you were appointed to the IRB? No Yes Explain

9 (f) Are you in serious financial difficulties and/or are there any outstanding or potential direct or contingent civil claims against you or against your partners of which you are aware? No Yes Provide general description

11. References

List the names of persons who may be consulted by the Committees concerning your candidature, together with the information requested below for each. Please ensure that your references are aware that they will be contacted by the Committee regarding your application.

Please note that one of your referees should be a superior, if this is not possible, provide explanation.

11(a) Reference Name:

11(b) Occupation:

11(c) Address:

11(d) Work Telephone Number: 11(e) Home Telephone Number:

11(f) The referee is/was your: Superior [] Subordinate [] Peer [] Other [] (if other, please explain)

11(g) Is the referee's knowledge of your skills and abilities current? [] Yes (within the past two years) Dates: from _____ to _____. [] No (more than two years ago) Dates: from _____ to _____. (If no, please explain why you have chosen this referee.)

11(h) Provide details on relevance of referee's knowledge of your skills and abilities (i.e. the nature of your working relationship with the referee).

13. References (continued)

13(a) Reference Name:

13(b) Occupation:

13(c) Address:

13(d) Work Telephone Number: **13(e)** Home Telephone Number:

13(f) The referee is/was your:
Superior Subordinate Peer Other (if other, please explain)

13(g) Is the referee's knowledge of your skills and abilities current?
 Yes (within the past two years) Dates: from _____ to _____.
 No (more than two years ago) Dates: from _____ to _____.
(If no, please explain why you have chosen this referee.)

13(h) Provide details on relevance of referee's knowledge of your skills and abilities (i.e. the nature of your working relationship with the referee).

14. References (continued)

14(a) Reference Name:

14(b) Occupation:

14(c) Address:

14(d) Work Telephone Number: **14(e)** Home Telephone Number:

14(f) The referee is/was your:
Superior Subordinate Peer Other (if other, please explain)

14(g) Is the referee's knowledge of your skills and abilities current?
 Yes (within the past two years) Dates: from _____ to _____.
 No (more than two years ago) Dates: from _____ to _____.
(If no, please explain why you have chosen this referee.)

14(h) Provide details on relevance of referee's knowledge of your skills and abilities (i.e. the nature of your working relationship with the referee).

15. Attestation and Signature

I, _____, attest to the veracity of the information provided in this application form.

Candidate's Signature

Date

16. Authorization

I, _____, hereby authorize the Immigration and Refugee Board of Canada Selection Board and Advisory Panel to make discreet inquiries with respect to my suitability and qualifications for application for Immigration and Refugee Board of Canada member appointment from any source at the appropriate stage of the Committee's deliberations.

Candidate's Signature

Date