



RPD file: _____ UCI: _____

Request for file-review processing

As per the *Instructions Governing the Streaming of Less Complex Claims at the Refugee Protection Division*, the Immigration and Refugee Board (IRB) is committed to adjudicating cases simply, quickly, and fairly. In order to reach this objective, claimants and counsel can request that a claim be reviewed and considered for potential processing under the file-review process, which means that a claim may be decided pursuant to paragraph 170(f) of the *Immigration and Refugee Protection Act* (IRPA) without a hearing. At any time prior to a decision being rendered, it can be determined by the RPD that a refugee claim will require a hearing.

The Refugee Protection Division (RPD) will not decide any claim without a hearing in the following circumstances:

- confirmation of front-end security screening has not been received;
- the Minister has filed a Notice of Intervention to intervene in person;
- a Notice has been sent under the RPD Rules notifying the Minister of a possible exclusion, inadmissibility or integrity issue;
- there are issues related to the claimant's identity which require further examination;
- there are serious credibility issues that arise from the documents in the file;
- the claim is inconsistent with country information; or
- there are complex legal or factual issues that require a hearing to resolve.

For a claim to be included into the file-review process, you must provide a reason below, which must include explanation on how the personal or documentary evidence and personal profile of the claimant(s) justify a decision without a hearing.

Please note that if your claim is processed through the file-review process, it does not mean that it will be finalized sooner.

This form should be sent to the RPD through one of the methods as noted in the [Practice Notice](#).

If your request is allowed, the claimant(s) will receive a letter with further instructions, which will also serve as a notification to the Minister that this refugee claim might be processed by a special team responsible for less complex claims under the file-review process.

If your request is not allowed, the claimant(s) will receive a decision with reasons.

<p>I, _____, would like to request the refugee claim of</p> <p style="text-align: center;">Counsel name</p> <p>_____ from _____</p> <p style="text-align: center;">Claimant name Alleged country of persecution</p> <p>be considered for inclusion as a suitable claim for the file-review process.</p>
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The following are the reasons for my application:

Please submit any documents you wish to submit in support of this request if you have not done so already.

Counsel's signature

Date (YYYY-MM-DD)

For any general suggestion of countries and claim type that could be generally suitable for the file-review process that do not concern individual refugee claims, please submit your suggestions to Policy-Politiques@irb-cisr.gc.ca and include information on the name of the country, specific claim type (profile), as well as up-to-date documentary evidence from different objective sources if the information is not on the RPD's National Documentation Packages (website reference links will not be reviewed, documentary evidence must be attached).