

Immigration Interpretation Bulletin #1
How New Immigration Rules Affect You:
Employees of Authorized Representatives
March 1, 2012

Over the past few months, many changes have been made to how various groups can conduct business with Citizenship and Immigration Canada (CIC). This Interpretation Bulletin has been created to explain clearly what these new rules mean to Employees of Authorized Representatives.

Immigration Advisory:

How does Bill C-35 affect Employees of Authorized Representatives:

Bill C-35 made it an offence for anyone other than an Authorized Representative to offer immigration services for a fee. Authorized Representatives include: members in good standing of ICCRC (known as Regulated Canadian Immigration Consultants – RCICs), lawyers in good standing with a provincial or territorial law society and notaries who are members in good standing of the Chambre des notaires du Québec. For a list of RCICs, please visit this link - <http://www.icrc-crcic.ca/public/membershiplistFull.cfm>.

What are the penalties?

Bill C-35 doubled the penalties from \$50,000 to \$100,000 and/or imprisonment of up to 2 years for conviction by indictment. Bill C-35 doubled the penalties from \$10,000 to \$20,000 and/or imprisonment for up to six months on summary conviction.

What Employees of Authorized Representatives may do without being an Authorized Representative:

If directly supervised by the Authorized Representative and an IMM5476 form is submitted, they may prepare documentation and correspondence on behalf of the Authorized Representative and send to the CIC processing office. The supervising Authorized Representative is responsible for the employee's actions and conduct.

What Employees of Authorized Representatives may not do unless they are an Authorized Representative:

They may not represent clients at CIC/CBSA hearings or proceedings, and they may not prepare documentation or correspondence for a client without the supervision of an Authorized Representative.

For more information, please review:

Bill C-35 - <http://www.cic.gc.ca/english/department/media/backgrounders/2011/2011-06-28a.asp>

IP9 – Use of Representatives - <http://www.cic.gc.ca/english/resources/manuals/ip/ip09-eng.pdf>