

**Mapping Document – New Rules to Existing Rules - Conveyancing**

Rule no	New Rules	Rule no	Existing Rules (to continue)	Comments
1.	<p>In these rules, the following definitions apply:</p> <ul style="list-style-type: none"> <li>• “Admissions and Licensing Committee” means the Committee established by CILEx Regulation to deal with matters relating to these Rules;</li> <li>• “Appeals Panel” means the Panel established to hear appeals against decisions made by the Admissions and Licensing Committee following a rehearing;</li> <li>• “Applicant” means any Chartered Legal Executive making an application for one or more Practice Rights Certificate pursuant to these Rules;</li> <li>• “Approved Course” means a specified course of study or training in the Specified Practice Area for which the Practice Rights Certificate is sought and which is delivered by an Authorised Provider;</li> <li>• “Assessment” means an assessment of competence in the Specified Practice Area for which the Practice Rights Certificate is sought and which is delivered by an Authorised Provider;</li> <li>• “Authorised person” means a person so described in the Legal Services Act 2007. An authorised person is defined by the Act as “a person who is authorised to carry on the relevant</li> </ul>	20	The Admissions and Licensing Committee established under the Admissions and Licensing Committee Rules shall be responsible for the reserved Instrument rights qualification scheme	<p>The authority of the Appeals Panel to hear appeals from the ALC was introduced after these rules and is contained in the Admissions and Licensing Committee Rules</p> <p>No equivalent in existing rules.</p> <p>No equivalent in existing rules as current assessment is carried out through portfolio assessment</p> <p>No equivalent in existing rules as current assessment is carried out through portfolio assessment</p> <p>Not defined in current rules</p>

	<p>activity by a relevant approved regulator in relation to the relevant activity”;</p> <ul style="list-style-type: none"> <li>• “Authorised Provider” means an organisation authorised by CILEx Regulation to provide an Approved Course or Assessment;</li> <li>• “Certificate of Eligibility” means a Certificate permitting an applicant to undertake an Advocacy Skills Course;</li> <li>• “Chartered Legal Executive” means a CILEx member authorised by CILEx Regulation to conduct one or more reserved activities (also known as a Fellow of CILEx)</li> <li>• “Chartered Legal Executive Litigator and Advocate” means a Fellow who has been granted a Litigation Certificate and a Rights of Audience Certificate by CILEx Regulation;</li> <li>• “CILEx Institute Board” means the Board of the Chartered Institute;</li> <li>• “CILEx Regulation” means CILEx Regulation Ltd;</li> <li>• “CILEx” means the Chartered Institute of Legal Executives;</li> <li>• “CPD Regulations” means the Rules of CILEx Regulation which are in place to govern the continuing professional development of Chartered Legal Executives, CILEx Practitioners and members of CILEx;</li> </ul>	1	“CILEx” means the Chartered Institute of Legal Executives	<p>No equivalent in existing rules as current assessment is carried out through portfolio assessment</p> <p>Not defined in current rules</p> <p>Not defined in current rules</p> <p>Not relevant to probate</p> <p>Not defined in the current rules</p> <p>Not defined in the current rules</p> <p>Not defined in the current rules</p>
--	--	---	---	---

	<ul style="list-style-type: none"> <li>• “Enforcement Rules” means the Rules of CILEx Regulation which are in place from time to time and which govern the complaints handling, misconduct investigation and disciplinary procedures of CILEx Regulation;</li> <li>• “External advisor” means a person appointed by CILEx Regulation to carry out the roles and functions identified for them by CILEx Regulation;</li> <li>• “Fellow of CILEx or applicant in good standing” means a Fellow of CILEx whose subscriptions to CILEx are fully paid or an applicant seeking registration with CILEx Regulation and, in both cases, in respect of whose conduct there is no complaint or misconduct matter outstanding, whose CPD requirements are up to date and against whom there is no disciplinary record which in the view of CILEx Regulation affects their suitability to be a Chartered Legal Executive;</li> <li>• “Practice Rights Certificate” means a Conveyancing Certificate, Family Litigation Certificate, Immigration Certificate, Litigation (Civil) Certificate, Litigation (Criminal) Certificate, Probate Certificate, identified in these Rules;</li> <li>• “Satisfactory Evidence” means relevant, sufficient and adequate</li> </ul>	<p>1</p> <p>1</p> <p>1</p> <p>1</p>	<p>“Investigation, Disciplinary and Appeals Rules” means the Rules of CILEx which are in place from time to time and which govern the complaints handling and disciplinary procedures of CILEx Regulation</p> <p>“External Advisor” means a person appointed by CILEx Regulation to carry out the role and function identified for them in these Rules</p> <p>“Applicant in good standing” means a person in respect of whose conduct there is no complaint outstanding, and against whom there is no disciplinary record which, in the view of CILEx Regulation, affects their suitability to be a Conveyancing Practitioner</p> <p>“Conveyancing Certificate” means: a Conveyancing Practice Rights Certificate identified in these Rules</p>	<p>This has been amended for these rules to adopt the</p>
--	--	-------------------------------------	---	---

	<p>evidence of qualifying experience in the Specified Practice Area;</p> <ul style="list-style-type: none"> <li>• “Specified Practice Area” means any of the practice areas of Conveyancing, Family Litigation, Immigration, Litigation (Civil), Litigation (Criminal) and Probate and in respect of which a certificate may be granted according to these Rules.</li> <li>• “The Act” means the Legal Services Act 2007;</li> <li>• “The Officer” means a person with responsibility for the Authorisation Rules.</li> </ul>	1  1	<p>“The Act” means the Legal Services Act 2007</p> <p>“The Officer” means a person with responsibility for the Conveyancing Practice Rights Scheme</p>	<p>WBL definition from the Fellowship Rules.</p> <p>Not defined in current rules</p>
2.	Reference to the male gender also includes female gender.			
3.	Words importing the singular include the plural and vice versa.	1	Words importing the singular include the plural and vice versa	
4.	Responsibility for this authorisation scheme is delegated to CILEx Regulation by CILEx.	2	Responsibility for this qualification scheme is delegated by CILEx to CILEx Regulation	
5.	<p>A Fellow of CILEx or applicant in good standing who meets the requirements specified in these rules may be granted one or more of the following Practice Rights Certificates:</p> <ul style="list-style-type: none"> <li>(a) Conveyancing Certificate</li> <li>(b) Family Litigation Certificate</li> <li>(c) Immigration Certificate</li> <li>(d) Litigation (Civil) Certificate</li> <li>(e) Litigation (Criminal) Certificate</li> <li>(f) Probate Certificate.</li> </ul>	3	An applicant in good standing may apply to CILEx Regulation to be granted a Conveyancing Practice Rights Certificate (Conveyancing Certificate). The Conveyancing Certificate will authorise a person to exercised reserved instrument rights	

6.	<p>These Rules do not affect the right of any Fellow or applicant in good standing to apply for any of the following:</p> <ul style="list-style-type: none"> <li>(a) a Probate Certificate pursuant to the Probate Rights Certification Rules,</li> <li>(b) an Immigration Certificate pursuant to the Immigration Certification Rules; or</li> <li>(c) a Conveyancing Certificate pursuant to the Reserved Instrument Activity Certification Rules.</li> <li>(d) A Criminal, Family or Civil Litigation Certificate pursuant to the Rights to conduct Litigation and Rights of Audience Rules</li> </ul>			No equivalent in current rules as only one set of rules in operation.
7.	<p>A Fellow with 5 years or more qualifying employment and 2 years' or more experience in the Specified Practice Area may be granted a certificate to practice in that Specified Practice Area provided that he or she meets the following requirements:</p> <ul style="list-style-type: none"> <li>(e) Pass an Assessment in the relevant practice area; and</li> <li>(f) Provide Satisfactory Evidence of experience in the relevant practice area.</li> </ul>	7	CILEx Regulation will consider the application to ensure it meets the criteria set out in the knowledge, skills and experience guidelines which appear at Annex 1 and the portfolio guidelines and assessment criteria which appear at Annex 2.	This is the equivalent requirement in the existing rules.
8.	<p>A Fellow with 5 years or more qualifying employment and less than 2 years' experience in the Specified Practice Area may be granted a certificate to practice in that</p>			There is no equivalent in the existing rules for this element. This enables those seeking additional rights to undertake a period of

	<p>Specified Practice Area provided that he or she meets the following requirements:</p> <ul style="list-style-type: none"> <li>(a) complete an Approved Course delivered by an Authorised Provider; and</li> <li>(b) pass an Assessment administered by an Authorised Provider in the Specified Practice area; and</li> <li>(c) provide Satisfactory Evidence of experience in the Specified Practice Area.</li> </ul>			training rather than using practical work experience to demonstrate the competence requirements
9.	An Applicant intending to conduct Family Litigation, Civil Litigation and/or Criminal Litigation must also apply for and be granted the relevant certificate or certificates relating to rights of audience and advocacy pursuant to the Rights to Conduct Litigation and the Rights of Audience Certification Rules.			N/A
10.	<p>A person is in qualifying employment if he is employed either:</p> <ul style="list-style-type: none"> <li>• by an authorised person in private practice;</li> <li>• by an organisation where the employment is subject to supervision by an authorised person employed in duties of a legal nature by that organisation; and in either case</li> <li>• the work under the terms of his employment is, for at least 20 hours per week, wholly of a legal nature.</li> </ul>			Rules 10-14 are drawn from the Fellowship rules and have been used here to provide a unified approach to the assessment of qualifying employment. The current approach is set out in Annexes 1-3 of the existing rules.
11.	An Applicant will be regarded as being employed if:			

	<ul style="list-style-type: none"> <li>• he is employed under a contract of service and is engaged on his employer's business for specified hours; or</li> <li>• he is a partner in any firm or is an owner of any company; or</li> <li>• at the discretion of CILEx Regulation, he is employed under a contract for services, whether he works as an independent contractor or provides services through an intervening agent.</li> </ul>			
12.	Part-time employment may be accepted as qualifying employment, if the work undertaken provides the opportunity for practical expertise to be developed. Part-time employment is employment for less than 20 hours per week. CILEx Regulation shall have the power to determine that employment for less than 20 hours per week shall be regarded as part-time qualifying employment, where it decides it is appropriate to do so.			
13.	Unpaid work may be regarded as 'employment' for the purposes of these rules.			
14.	A break in employment for any reason does not count as qualifying employment.			
15.	Applicants who seek a Practice Rights Certificate must meet the requirements set out in these Rules, complete all application forms required by CILEx Regulation and pay	5 & 6	5. Applicants who seek a Conveyancing Certificate must demonstrate that they meet the knowledge, skills and experience criteria in accordance with the knowledge, skills and experience guidelines which appear at Annex	Additional information in relation to qualification using portfolios can be found at rules 8:

	such fees as may be fixed by CILEx Regulation from time to time.		1 and the portfolio guidelines which appear at Annex 2 and the competency framework at Annex 3.  6. An application must be made on such form as may be prescribed for the purpose by CILEx Regulation and shall be accompanied by such fees as may be fixed by CILEx Regulation from time to time	8. The portfolios which form part of the application will be sent to an external advisor for assessment. The external advisor will assess whether the portfolios meet the knowledge, skills and experience guidelines and the portfolio guidelines and assessment criteria at Annexes 1 and 2.
16.	The Admissions and Licensing Committee established under the Admissions and Licensing Committee Rules shall be responsible for matters relating to these Rules.	20	The Admissions and Licensing Committee established under the Admissions and Licensing Committee Rules shall be responsible for the reserved Instrument rights qualification scheme	
17.	In making any assessment or decision required by these Rules, the Admissions and Licensing Committee shall have regard to the relevant eligibility criteria, application guidelines, and the knowledge and competence requirements.	13	In making any assessment or decision required by these Rules, the Admissions and Licensing Committee shall have regard to the knowledge, skills and experience guidelines and the portfolio guidelines and assessment criteria at Annexes 1 and 2.	
18.	CILEx Regulation may appoint external advisors to advise CILEx Regulation and the Admissions and Licensing Committee on matters relating to these Rules.	21	CILEx Regulation shall appoint external advisors to advise CILEx Regulation and the Admissions and Licensing Committee on issues relating to reserved instrument practice rights	
19.	The decision to approve an application for a Practice Rights Certificate may be made by an Officer of CILEx Regulation. In reaching their	9	9. Where the external advisor finds that the portfolios are satisfactory and meet the knowledge, skills and experience guidelines	

	<p>decision, the Officer will consider all the information provided by the Applicant and may call for further information from any person or source it considers appropriate. Where the Officer has any doubt as to the suitability of the Applicant they may request additional information from the Applicant and/or refer the application to the Admissions and Licensing Committee for a decision.</p>		<p>and the portfolio guidelines and assessment criteria at Annexes 1 and 2, the CILEx Regulation Officer will consider the application. The Officer will consider whether the applicant may be granted a Conveyancing Certificate. In reaching their decision, the Officer will consider all the information provided by the applicant and may call for further information from any person or source it considers appropriate. Where the Officer has any doubt as to the suitability of the applicant they may request additional information from the applicant and/or refer the application to the Admissions and Licensing Committee for decision</p>	
20.	<p>Where the Officer decides that the Applicant has not met the requirements, they will give reasons for their decision. The Officer will inform the Applicant of the decision. The Applicant may withdraw their application, amend and re-submit their application or make further representation and ask that the full application be referred to the Admissions and Licensing Committee to consider.</p>	10	<p>Where the external advisor decides that the portfolios do not meet the knowledge, skills and experience guidelines and the portfolio guidelines and assessment criteria at Annexes 1 and 2 they will give reasons for their decision. The Officer will inform the applicant of the decision. The applicant may withdraw their application, amend and re-submit their application or make further representation and ask that the full application be referred to the Admissions and Licensing Committee to consider.</p>	
21.	<p>The Admissions and Licensing Committee will decide whether or not an application referred to it should be approved. In reaching its decision, the Committee will consider all the information provided by the Applicant, and, may call the Applicant for interview or</p>	11	<p>The Admissions and Licensing Committee will decide whether or not an application should be approved. In reaching its decision, the Committee will consider all the information provided by the applicant, and may call the applicant for interview or call for further</p>	

	call for further information from any person or source it considers appropriate.		information from any person or source it considers appropriate	
22.	The Admissions and Licensing Committee may: <ul style="list-style-type: none"> <li>• approve the application;</li> <li>• decide that the Applicant does not meet the criteria and indicate which of the criteria the applicant does not meet.</li> </ul>	12	The committee may: <ul style="list-style-type: none"> <li>• Approve the application;</li> <li>• Decide that the applicant does not meet the criteria and indicate which of the criteria the applicant does not meet</li> </ul>	
23.	The Officer will notify an applicant of their decision or the decision of the Admissions and Licensing Committee.	14	The Officer will notify an applicant of their decision or the decision of the Admissions and Licensing Committee	
24.	Where the application has been approved, the notification shall include the Practice Rights Certificate.	15	Where the application has been approved, the notification shall include the Conveyancing Certificate	
25.	Where the application is unsuccessful, the notification shall set out the reasons and any pre-conditions to the consideration of any subsequent application. Where an application is unsuccessful, the Applicant may apply for reconsideration in accordance with the Admissions and Licensing Committee Rules.	16	Where the application is unsuccessful, the notification shall set out the Committee's reasons and any pre-conditions to the consideration of any subsequent application. Where an application is unsuccessful, the applicant may apply for reconsideration in accordance with the Admissions and Licensing Committee Rules.	
26.	An Applicant who has been awarded a Conveyancing Certificate will be known as a <b>Chartered Legal Executive (Conveyancing)</b> and authorised to carry out the work specified in <b>Annex 1A</b> .	1 & 22	Conveyancing Practitioner" means a person who has been granted a right to undertake reserved instrument activities, under the terms of the Act  An applicant who has been awarded a Conveyancing Certificate will be known as a Conveyancing Practitioner	

27.	An Applicant who has been awarded a Litigation and Advocacy (Civil Proceedings) Certificate will be a <b>Chartered Legal Executive Litigator and Advocate (Civil Litigation)</b> and, subject to meeting the requirements specified in Rule 9, authorised to carry out the work specified in <b>Annex 1B</b>			N/A
28.	An Applicant who has been awarded a Litigation and Advocacy (Criminal Proceedings) Certificate will be a <b>Chartered Legal Executive Litigator and Advocate (Criminal Litigation)</b> and, subject to meeting the requirements specified in Rule 9, authorised to carry out the work specified in <b>Annex 1C</b> .			N/A
29.	An Applicant who has been awarded a Litigation and Advocacy (Family Proceedings) Certificate will be a <b>Chartered Legal Executive Litigator and Advocate (Family Litigation)</b> and, subject to meeting the requirements specified in Rule 9, authorised to carry out the work specified in <b>Annex 1D</b> .			N/A
30.	An Applicant who has been awarded an Immigration Certificate will be known as a <b>Chartered Legal Executive (Immigration)</b> and authorised to carry out the work specified in <b>Annex 1E</b> .			N/A
31.	An Applicant who has been awarded a Probate Certificate will be known as a <b>Chartered Legal Executive (Probate)</b> and authorised to carry out the work specified in <b>Annex 1F</b> .			N/A

32.	Chartered Legal Executives are required to undertake Continuing Professional Development (CPD) in accordance with the CPD regulations issued by CILEx Regulation from time to time.	23	Conveyancing Practitioners will be required to undertake Continuing Professional Development (CPD) in accordance with the CPD Regulations issued by CILEx Regulation from time to time applicable to Chartered Legal Executives	<p>Rules 24-26 are contained within the CPD regulations and have not been replicated in the new rules:</p> <p>24. Where a Conveyancing Practitioner has failed to undertake CPD which meets the CPD Regulations or fails to provide a record of such CPD, the Officer will refer the matter to the Admissions and Licensing Committee. The Admissions and Licensing Committee will consider whether the Conveyancing Practitioner should retain their Conveyancing Certificate.</p> <p>25. The Conveyancing Practitioner will have the opportunity to make written representations to the Committee and a right to be heard by the Committee.</p> <p>26. The Committee may decide to:</p> <ul style="list-style-type: none"> <li>• Grant an extension of up to 3 months for the Conveyancing</li> </ul>
-----	---	----	---	---

				<p>Practitioner to meet their outstanding CPD requirement. The Conveyancing Practitioner will still be required to meet their current CPD requirements in the normal way; or</p> <ul style="list-style-type: none"> <li>• Withdraw the Conveyancing Practice Certificate</li> </ul>
33.	Where a Chartered Legal Executive Practice Certificate has been withdrawn for 12 months or more, on the basis that they have not met their CPD requirements, they will be required to make a fresh application for a Practice Certificate in accordance with these Rules.	27	Where a Conveyancing Practitioner's Certificate has been withdrawn for 12 months or more, on the basis that they have not met their CPD requirements, they will be required to make a fresh application for a Conveyancing Certificate in accordance with the Rules	
34.	Chartered Legal Executives will be required to abide by the Code of Conduct of CILEx for the time being in force. They will also be bound by the associated regulatory arrangements in force from time to time.	28	Conveyancing Practitioners will be required to abide by the Code of Conduct of CILEx for the time being in force. They will also be bound by the associated regulatory arrangements in force from time to time	
35.	Where a complaint is made, or an issue is brought to the attention of CILEx Regulation, regarding the conduct of a Chartered Legal Executive, that matter will be dealt with in accordance with the CILEx Regulation Enforcement Rules. Where a finding, order or decision is made against a Chartered Legal Executive, that finding, order or decision will	29	Where a complaint is made, or an issue is brought to the attention of CILEx Regulation, regarding the conduct of a Conveyancing Practitioner, that matter will be dealt with in accordance with CILEx's Investigation, Disciplinary and Appeals Rules. Where a finding, order or decision is made against a Conveyancing Practitioner, that finding, order	

	be referred to the Admissions and Licensing Committee. The Admissions and Licensing Committee will decide whether the Chartered Legal Executive remains a suitable person to hold a Practice Certificate. The Admissions and Licensing Committee must give reasons for its decision.		or decision will be referred to the Admissions and Licensing Committee. The Admissions and Licensing Committee will decide whether the Conveyancing Practitioner remains a fit and proper person to hold a Conveyancing Certificate. The Admissions and Licensing Committee must give reasons for its decision	
36.	Rule 35 shall not apply where an order is made excluding a Chartered Legal Executive from registration of CILEx Regulation or membership of CILEx. In such a case the Chartered Legal Executive's Practice Certificate shall be invalid from the date the exclusion from membership or registration takes effect.	30	Rule 29 shall not apply where an order is made excluding a Conveyancing Practitioner from registration of CILEx Regulation or membership of CILEx. In such a case the Conveyancing Practitioner's Certificate shall be invalid from the date the exclusion from membership or registration takes effect	
37.	Where the Admissions and Licensing Committee decides that the Chartered Legal Executive is no longer a suitable person to hold a Practice Certificate or their Practice Certificate is invalid in accordance with Rule 35, they must return their Practice Certificate to CILEx Regulation within 28 days of them being notified of the decision. Failure to do so will constitute a disciplinary offence. The Chartered Legal Executive may not exercise any practice rights granted to them under their Practice Certificate after they have been notified of the decision.	31	Where the Admissions and Licensing Committee decides that the Conveyancing Practitioner is no longer a fit and proper person to hold a Conveyancing Practice Certificate or their certificate is invalid in accordance with Rule 30, they must return their Certificate to CILEx Regulation within 28 days of being notified of the decision. Failure to do so will constitute a disciplinary offence. The Conveyancing Practitioner may not exercise any Conveyancing Practice rights granted to them under their certificate after they have been notified of the decision	
38.	Notwithstanding the Admissions and Licensing Committee Rules an appeal against the decision of the Admissions and Licensing Committee that a Chartered Legal Executive	32	Notwithstanding the Admissions and Licensing Committee Rules an appeal against the decision of the Admissions and Licensing Committee that a Conveyancing Practitioner	

	is no longer a suitable to hold a Practice Certificate will be considered by a professional member and two lay members drawn from the panel of lay and professional members appointed to serve on CILEX Regulation's Appeals Panel.		is no longer a fit and proper person to hold a Conveyancing Certificate will be considered by a professional member and 2 lay members drawn from the panel of lay and professional members appointed to serve on CILEX Regulation's appeals body	
ANNEX 1A	<p><b>CONVEYANCING PRACTICE RIGHTS</b> The rights exercisable by a Fellow holding a Conveyancing Practice Rights Certificate are</p> <p>a) Prepare any instrument of transfer or charge for the purposes of the Land Registration Act 2002;</p> <p>b) Make an application or lodge a document for registration under that Act;</p> <p>c) Prepare any other instrument relating to real or personal estate for the purposes of the law of England and Wales or instrument relating to Court Proceedings in England and Wales.</p> <p>Instrument includes a contract for the sale or other disposition of land (except a contract to grant a short lease) but does not include</p> <p>a) A will or other testamentary instrument;</p> <p>b) An agreement not intended to be executed as a Deed, other than a contract that is included by virtue of the preceding provisions of this sub-paragraph;</p> <p>c) A letter or Power of Attorney; or</p>	4	<p>The reserved instrument rights exercisable by a person holding a Conveyancing Certificate are to:</p> <p>a) Prepare any instrument of transfer or charge for the purposes of the Land Registration Act 2002;</p> <p>b) Make an application or lodge a document for registration under that Act;</p> <p>c) Prepare any other instrument relating to real or personal estate for the purposes of the law of England and Wales or instrument relating to Court proceedings in England and Wales.</p> <p>Instrument includes a contract for the sale or other disposition of land (except a contract to grant a short lease), but does not include</p> <p>a) A will or other testamentary instrument,</p> <p>b) An agreement not intended to be executed as a Deed, other than a contract that is included by virtue of the preceding provisions of this sub paragraph,</p> <p>c) A letter or Power of Attorney, or</p> <p>d) A transfer of stock containing no trust or limitation of the transfer.</p>	

	<p>d) A transfer of stock containing no trust or limitation of the transfer.</p> <p>A short lease means a lease referred to in section 54(2) of the Law of Property Act 1925.</p>		<p>“A short lease” means a lease referred to in Section 54(2) of the Law of Property Act 1925.</p>	
ANNEX 1B	<p><b>RIGHTS TO CONDUCT LITIGATION (CIVIL PROCEEDINGS) CERTIFICATE</b></p> <p>To conduct litigation in all civil proceedings excluding family proceedings.</p> <p><b>THE RIGHTS OF AUDIENCE EXERCISABLE BY LITIGATORS HOLDING RIGHTS OF AUDIENCE CERTIFICATES</b></p> <p>a) <u>Rights of Audience (Civil Proceedings) Certificate in Judge’s Room</u></p> <p>To exercise rights of audience in Judge’s room hearings in the County Court and High Court in all civil proceedings excluding family proceedings.</p> <p>b) <u>Rights of Audience (Civil Proceedings) Certificate:</u></p> <ul style="list-style-type: none"> <li>• to exercise rights of audience in Judge’s room hearings in the County Court and High Court in all civil proceedings excluding family proceedings;</li> <li>• to appear in open Court in the County Court in all actions, except family proceedings;</li> </ul>			N/A

	<ul style="list-style-type: none"> <li>• to appear before Magistrates, District Judges (Magistrates' Court) or Justices' Legal Advisers in the Magistrates' Courts in relation to all civil and enforcement matters;</li> <li>• to appear before any tribunal having jurisdiction in England and Wales, which is listed in Schedule 6 of the Tribunals, Courts and Enforcement Act 2007 (as amended or substituted from time to time) where the tribunal rules provide for a non - discretionary right of audience being available to barristers, solicitors and CILEx advocates;</li> <li>• to appear before Coroners' Courts in respect of all matters determined by those Courts and to exercise rights of audience similar to those exercised by solicitors and barristers.</li> </ul> <p>A Civil Proceedings Certificate does not confer a right of audience in any proceedings for which a Family Proceedings Certificate is required.</p>			
ANNEX 1C	<p><b>RIGHTS TO CONDUCT LITIGATION (CRIMINAL PROCEEDINGS) CERTIFICATE</b></p> <p>To conduct litigation in all criminal proceedings.</p>			N/A

	<p><b>RIGHTS OF AUDIENCE (CRIMINAL PROCEEDINGS) CERTIFICATE</b></p> <p>(g) to appear before Justices Clerks, Justices or a District Judge (Magistrates' Court) in all adult Magistrates' Courts in relation to all matters within that Court's criminal jurisdiction;</p> <p>(h) to appear before Justices Clerks, Justices or a District Judge (Magistrates' Court) in all Youth Courts in relation to all matters within that Court's criminal jurisdiction;</p> <p>(i) to appear in the Crown Court or High Court before a judge in chambers to conduct bail applications;</p> <p>(j) to appear in the Crown Court on appeal from the Magistrates' Court, the Youth Court or on committal of an adult for sentence or to be dealt with, if they, or any approved person in the same employment as them, appeared on behalf of the defendant in the Magistrates' Court or Youth Court;</p> <p>(k) to appear before Coroners' Courts in respect of all matters determined by those Courts and to exercise rights of audience similar to those exercised by solicitors and barristers.</p>			
ANNEX 1D	<p><b>RIGHTS OF AUDIENCE (FAMILY PROCEEDINGS) CERTIFICATE IN JUDGE'S ROOM</b></p>			N/A

	<p>To exercise rights of audience in Judge’s room hearings in the Family Court and High Court, except reserved proceedings, in all family proceedings.</p> <p><b>RIGHTS OF AUDIENCE (FAMILY PROCEEDINGS) CERTIFICATE</b></p> <ul style="list-style-type: none"> <li>• to exercise rights of audience in Judge’s room hearings in the Family Court and High Court, in all family proceedings;</li> <li>• to appear in the Family Court in all proceedings;</li> <li>• to appear before Coroners’ Courts in respect of all matters determined by those Courts and to exercise rights of audience similar to those exercised by solicitors and barristers.</li> </ul>			
ANNEX 1E	<p><b>IMMIGRATION PRACTICE RIGHTS</b></p> <p>The rights exercisable by a Fellow holding an Immigration Practice Rights Certificate are:</p> <p><u>Immigration Advice is</u> advice which</p> <ol style="list-style-type: none"> <li>a) Relates to a particular individual;</li> <li>b) Is given in connection with one or more relevant matters;</li> <li>c) Is given by a person who knows that he is giving it in relation to a particular individual and in connection with one or more relevant matters; and</li> <li>d) Is not given in connection with representing an individual before a Court</li> </ol>			N/A

	<p>in criminal proceedings or matters ancillary to criminal proceedings;</p> <p><u>Immigration Services</u> means the making of representations on behalf of a particular individual in:</p> <ul style="list-style-type: none"><li>a) civil proceedings before a Court, Immigration Services Tribunal or Adjudicator in the United Kingdom, or</li><li>b) correspondence with a Minister of the Crown or Government department, in connection with one or more of the following matters:<ul style="list-style-type: none"><li>(i) A claim for asylum;</li><li>(ii) An application for, or the variation of, entry clearance or leave to enter or remain in the United Kingdom;</li><li>(iii) Unlawful entry into the United Kingdom;</li><li>(iv) Nationality and Citizenship under the law of the United Kingdom;</li><li>(v) Citizenship of the European Union;</li><li>(vi) Admission to a Member State under Community Law;</li><li>(vii) Residence in a Member State in accordance with rights conferred by or under Community Law;</li><li>(viii) Removal or deportation from the United Kingdom;</li><li>(ix) An application for bail under the Immigration Act or under the Special Immigration Appeals Commission Act 1997;</li></ul></li></ul>			
--	--	--	--	--

	(x) An appeal against, or an application for judicial review in relation to, any decision taken in connection with a matter referred to in Paragraph (i) to (x);			
ANNEX 1F	<p><b>PROBATE PRACTICE RIGHTS</b></p> <p>The practice rights exercisable by a person holding a Probate Certificate are:</p> <ul style="list-style-type: none"> <li>• to prepare any probate papers for the purposes of the law of England and Wales or in relation to any proceedings in England and Wales.</li> <li>• Probate papers mean any papers on which to found or oppose a grant of probate or a grant of letters of administration.</li> </ul>			N/A
				Rules 17-19 have not been replicated as they relate to entity applications