

**2ND ANNUAL
PROVINCIAL CONFERENCE
JUNE 1ST, 2006
U of A Conference Centre, Edmonton**



From:
Alberta Foundation of Administrative Justice
3438 - 78 Avenue
Edmonton, AB T6B 2X9

Registration Form

Plain Language Writing for Tribunals(Pre-conference workshop)	May 30-31, 2006		
2 nd Annual Provincial Conference	June 1, 2006		
Giving Evidence (Post-conference workshop)	June 2, 2006		

	NON-	
	MEMBER /	MEMBER
	\$699.00 /	\$950.00
	\$275.00 /	\$415.00
	\$395.00 /	\$590.00
	GST	not included

Registration Name: _____
First and Last name

Organization: _____

Title / Position: _____

Address : _____

City: _____ Prov: _____ Postal Code: _____

Telephone: _____ Fax: _____

E-mail: _____

**REAL ESTATE COUNCIL OF ALBERTA
PROFESSIONAL DEVELOPMENT CREDITS**

I am taking this course for RECA credits

MEMBERSHIP:

	Yes	No
I am an AFAJ member already.	<input type="checkbox"/>	<input type="checkbox"/>
I wish to become a member of the society.	<input type="checkbox"/>	<input type="checkbox"/>

RETURN:

Completed Registration Form with payment plus GST (7%) if applicable.
(payable by cash, Visa, Mastercard or cheque)

TO:

Alberta Foundation of Administrative Justice
3438 - 78 Avenue
Edmonton, AB T6B2X9
Phone (780)466-8250 Fax (780)466-8015
info@foundationofadminjustice.ca

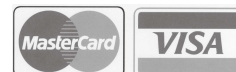
Privacy Policy:

We collect and store personal information only for the purposes of providing the training. To obtain a copy of our privacy policy, visit our website. By completing this registration form you agree that we can send you future information about courses and conferences offered by the society.

Payment Form:

I enclose payment in the amount of: \$ _____,
in the form of: Cash _____ Visa _____ Mastercard _____
Invoice the organization _____ Cheque _____
Cheque payable to **Alberta Foundation of Administrative Justice**
Credit Card Number: _____
Name of Cardholder as it appears on the card: _____
Expiry date: _____
Signature of Cardholder authorizing payment: _____

+ GST (7%)	
Total	



GST Exemption Number (if you are claiming GST exemption) _____

Cancellation Policy: There will be an administrative charge of \$75 for any cancellations 20 working days before the course/conference begins. No refund will be given after that date, however, substitutions will be allowed.

Pre-conference workshop:
Plain Language Writing for Tribunals
May 30 - 31, 2006

Post-conference workshop:
Giving Evidence
June 2, 2006

Annual General Meeting of the Society at 8 am June 1, 2006
Join early and participate in creating future training opportunities for tribunal members and staff.

Visit our website: www.foundationofadminjustice.ca for more details and to register.

Best Practices & Latest Trends

June 1st, 2006

2nd Annual Provincial Conference

U of A Conference Centre, C102 Lister Hall, University of Alberta, Edmonton

Agenda

7:30 am	Registration
8:00 - 8:45 am	Annual General Meeting Alberta Foundation of Administrative Justice Chair: George Pheasey
9:00 am	Opening Remarks Greetings from President of AFAJ (George Pheasey) Greetings from CCAT
9:15 am	Plenary Session "Importance of Administrative Tribunals in the Access of Justice" Mr. Justice John M. Evans, Federal Court of Appeal
10:15 am	Networking Break
10:45 am	Concurrent Sessions 1. Dealing with Troublesome Presenters: Karen Trace, Camilla Witt QC 2. Assessing Credibility: Sheila J. Greckol JCQBA, Glenda Campbell QC, William Tilleman QC 3. Investigations-process and reporting: Barry Gross, Elizabeth Denham, Robin Carr 4. Literacy Awareness: Arthur Trudeau, CCAT
12 noon	Lunch
1:00 pm	Concurrent Sessions 1. Dealing with Troublesome Presenters: Karen Trace, Camilla Witt QC 2. Assessing Credibility: Sheila J. Greckol JCQBA, Glenda Campbell QC, William Tilleman QC 3. Investigations-process and reporting: Barry Gross, Elizabeth Denham, Robin Carr 4. Literacy Awareness: Arthur Trudeau, CCAT
2:15 pm	Networking Break
2:45 pm	Plenary Session "Current Trends in Administrative Law" Frans Slatter, J.C.Q.B.A.; William W. Shores; James T. Casey QC
4:15 pm	Conference Wrap-up George Pheasey, President AFAJ

Pre-conference workshop:

Plain Language Writing for Tribunals

(Limited to 24 persons)

May 30 - 31, 2006

This two-day research-based workshop helps participants learn how to write decisions in a plain language style. Instructors will prepare written feedback on several pages of individual writing, identify both personal strengths and weaknesses in writing, and have an individual conference with the participant about the written feedback. Participants learn the CLARITY model and practice rewriting examples. On the evening of day 1, participants will write a decision, or part of one, applying the plain language principles. Each person will receive an Improving Legal Writing Manual, a compendium of over-worked words with substitutes, and a CLARITY Deskfinder. The workshop is intensive, but rewarding.

Post-conference workshop:

Giving Evidence

(Limited to 24 persons)

June 2, 2006

Giving Evidence is a one-day course designed to familiarize witnesses with the basic tools to enable them to be productive witnesses in the hearing context. Through lecture and large and small group exercises, participants will practice preparing for and giving evidence in an administrative tribunal context. Whether you are a person who testifies multiple times and in different capacities or a one time witnesses, this course will make you more confident and comfortable with giving evidence.

Register early! Space is Limited

Accommodations & Directions

University of Alberta Conference Centre
C 102 Lister Centre
University of Alberta (87 Ave. & 116 St. Edmonton)

Rooms at the Conference Centre
Please contact Guest Services at:
780-492-6057 or by E-mail: guestservices@ualberta.ca

Campus Tower Suite Hotel
11145-87 Avenue
Please contact Guest Services at:
1-888-962-2522

University of Alberta Conference Centre:
for a location map go to www.campusmap.ualberta.ca



Reminder: Register early for your fall courses!

Introduction to Administrative Justice

September 7 & 8, 2006 Edmonton
November 23 & 24, 2006 Calgary

Effective Hearings

October 12 & 13, 2006 Calgary

Decision Writing

December 4 & 5, 2006 Edmonton

Evidence

September 18, 2006 Edmonton

Decision Making

October 30, 2006 Edmonton

Interpreting Statutes I

November 6 & 7, 2006 Edmonton