



NOVA SCOTIA BARRISTERS' SOCIETY

## **CREDENTIALS COMMITTEE**

### **POLICY ON SPECIAL MEETING CRITERIA**

The Credentials Committee (“the Committee”) meets on a regular basis, approximately once per month.

The [meeting schedule](#) is published annually on the Nova Scotia Barristers’ Society website and updated as required.

Special meetings may be convened pursuant to Regulation 2.10.3.

Regulation 2.10.1 provides that a quorum for a special meeting shall be three members of the Committee.

Special meetings may be convened in the following circumstances:

1. if waiting for the next regularly scheduled meeting will interfere unduly with an applicant’s ability to practice and the applicant has not delayed submission of the application;
2. circumstances deemed by staff to be exceptional.

Special meetings will generally be held by teleconference at a time fixed by the Chair or Vice-Chair.

All members of the Committee will be advised, by email, of the time for the special meeting (unless a conflict exists) and will be provided with the arrangements for participation. Members are expected to advise the Officer, Admissions whether they will participate.

Minutes of special meetings will be provided in the next regular meeting package.

*Approved by the Credentials Committee, January 12, 2006*

*Revised by the Credentials Committee – December 10, 2009*