

INSTRUCTION SHEET

Application For Reconsideration (Trade Union Act, Section 19)

This form can be used to apply to the Board to reconsider a decision or order. This application requires leave of the Board if the decision/order was made within the last 12 months.

By filing this application, the applicant claims that:

- They want the Board to reconsider a past decision or order;
- The applicant was a party to or intervener in the original proceeding; and
- The Board made its decision or order in ignorance of some material fact, by reason of some technical irregularity, or similar good reason (if the decision or order was made within the last 12 months).

Important to note:

- Do not modify this form.
- This form must be completed in its entirety and properly signed before the application will be processed.

The authority to sign an application is dealt with in Section 5 of the [Trade Union Act](#).

- Applications may be delivered by email, personal service, or by registered mail or other similar mail services.
- If an application is filed on a Saturday, Sunday, or holiday, it will be deemed to be filed on the following business day, as set out in the *Trade Union Act General Regulations*.
- This application can be filed in relation to a decision made in the construction industry and the non-construction industry.
- This application requires leave of the Board if the decision or order was made within the last 12 months.

Useful resources are available at <https://novascotia.ca/lae/labourboard/>, including:

- [The Nova Scotia Trade Union Act and Regulations](#)
- [Labour Board Rules of Procedure](#)
- [Past decisions of the Labour Board \(CanLII\)](#)

Applications can be submitted to:

Labour Board
1601 Lower Water Street, 3rd Floor
PO Box 202
Halifax NS B3J 2M4
Email: labourboard@novascotia.ca

Access

The Board aspires to provide services that are universally accessible. Once your application is submitted, the Board will contact you to provide information about the process. Any accessibility requests that you have can be discussed at that time including language translation and any accommodation that may be required. The Labour Board does not provide legal advice. You may want to contact the [Legal Information Society of Nova Scotia](#) for legal assistance.

Privacy Statement

Any personal information requested in this form is collected under the authority of the Nova Scotia *Trade Union Act* (“TUA”) and the Nova Scotia *Freedom of Information and Protection of Privacy Act* (“FOIPOP”). It is collected for the purpose of processing your Application to the Labour Board. The collection, use and disclosure of this information is managed under the TUA and FOIPOP. Any information provided to the Board may be shared with all parties affected by this application, subject to the discretion and policies of the Board. The Board’s decision in this matter will be published online on CanLII and Carswell, both of which are publicly accessible databases.

SECTION A – CONTACT INFORMATION

We need to know how to reach the individuals involved in this Application. Fill out as much of this section as possible. It is your responsibility to update the Board if there are any changes in your contact information.

APPLICANT INFORMATION

Full Legal Name:		
Contact Person and Position:		
Gender Pronouns:	Phone No.:	
Email Address:		
Street Address:		
Town/City:	Province:	Postal Code:

If applicable, fill out the following information related to the Applicant’s Counsel and Law Firm:

Law Firm Name:		
Counsel Name:		
Gender Pronouns:	Phone No.:	
Email Address:		
Street Address:		
Town/City:	Province:	Postal Code:

RESPONDENT INFORMATION

Full Legal Name:		
Contact Person and Position:		
Gender Pronouns:	Phone No.:	
Email Address:		
Street Address:		
Town/City:	Province:	Postal Code:

INTERVENOR INFORMATION

Full Legal Name:		
Contact Person and Position:		
Gender Pronouns:	Phone No.:	
Email Address:		
Street Address:		
Town/City:	Province:	Postal Code:

OTHER PARTY CONTACT INFORMATION

Full Legal Name:		
Contact Person and Position:		
Gender Pronouns:	Phone No.:	
Email Address:		
Street Address:		
Town/City:	Province:	Postal Code:

SECTION B – APPLICANT DETAILS

- The applicant is:
- The Trade Union
- The Employer
- The Employee

Other: _____

SECTION C – APPLICATION DETAILS

1. Decision or order number you wish the Board to reconsider: LB-_____
2. What is the date of decision or order you wish the board to reconsider? _____
3. Describe below the decision or order?

4. Explain the facts you wish to rely upon in this application:

5. If the decision or order was made within the last 12 months, select the grounds on which you make this application:

- The order or decision was made in ignorance of some materials facts
- The order or decision was made by reason of some technical irregularities
- Similar good reason

6. Provide a concise statement to explain how this ground is met (if applicable):

7. Other relevant facts or documents, copies of which are attached, are:

IMPORTANT: This application must be completed in full, with all necessary documents attached. An incomplete application form will not be processed. Note that, except where protected by statute or Board policy all information collected in this application form will be shared with other parties involved in this matter. Also, note that the decision of the Board may be posted online to searchable legal databases including Carswell and CanLII.

I/We _____
print full name(s) of the applicant(s)

declare that the statements made and information given herein are true in substance and in fact and I/we make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath, and made by virtue of the *Canada Evidence Act*.

DECLARED before me at:)
)
 _____, Nova Scotia)
)
 this _____ day of _____,)
)
 20 ____ .)
)
)
)
 _____)
 To be declared before a commissioner for taking affidavits or any)
 person authorized by law to administer an oath)

Applicant's Signature

Applicant's Signature