Chambre de l'assurance

Request for the Review Committee's Opinion

Identification of the person who requested an investigation from the Syndic's Office

* Please note that all fields are required and must be duly completed.

First and Last Name: _____

Address: _____

_____

_____

Email: _____

Information Regarding the Investigation Request

Syndic's Office Investigation File Number:

_____

Name of the Representative Who Is the Subject of the Investigation Request:

_____

Date of receipt of the decision of the Office of the Syndic not to file a complaint with the Discipline Committee: _____

Reasons for Requesting the Review Committee's Opinion

Please summarize the reasons supporting your request for an opinion from the Review Committee. *If the space provided is not sufficient, you may attach an additional document.*

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Request to Be Heard by the Review Committee

Do you wish to be heard by the Review Committee?

☐ Yes ☐ No

If you answered "Yes", please indicate the reasons why it is necessary for you to be heard. *If the space provided is not sufficient, you may attach an additional document.*

Please note that the Review Committee is not required to hear either the Syndic or the person requesting the opinion. However, if the Review Committee decides to hear the Syndic, it must also hear the person who requested the opinion, and vice versa.

Mandatory Document to Be Attached

A copy of the Syndic's Office decision not to file a complaint before the Discipline Committee must be attached to this form and submitted to the Secretary of the Review Committee.

Submission of the Request

The request for an opinion must be submitted to the Secretary of the Review Committee within thirty (30) days of the date on which the Syndic's Office decision not to file a complaint before the Discipline Committee was received.

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The Review Committee's Opinion

The Review Committee shall issue its opinion in writing within ninety (90) days of the date on which this request for an opinion is received.

In its opinion, the Review Committee may reach any of the following conclusions:

1. Conclude that there are no grounds to file a complaint before the Discipline Committee;
2. Request that the Syndic's Office complete its investigation and render a new decision regarding whether a complaint should be filed;
3. Conclude that there are grounds to file a complaint before the Discipline Committee and recommend that the Board of Directors of the Chambre de l'assurance appoints an ad hoc syndic who, after conducting an investigation, if applicable, will decide whether or not to file a complaint.

For more information, please consult the *Review Committee Policy* (in French only).

Signature of the Person Requesting the Opinion	**Date**

Please return the completed form and a copy of the Syndic's Office decision to the Secretariat of the Review Committee by email (comiterevision@chambreassurance.ca) or by mail at the following address:

Secretariat of the Review Committee
Chambre de l'assurance
2000, McGill College Avenue, 12th Floor
Montréal (Québec) H3A 3H3