Practice Directive #1

The Board's practice is to finish hearing appeals as soon as possible, given operational needs. The Board also aims to have decisions published as quickly as possible once an appeal has been heard. The following guidelines apply, although individual cases may require more time to be heard, decided, or both.

The Board completes the hearing of an appeal when an oral hearing ends (if there was one) or when the final written submission is received (if there was no hearing, or written submissions that follow a hearing). Starting the day the Board receives a completed Notice of Appeal, it generally completes the hearing of that appeal within:

- five months, if the hearing is completed by writing, or with two days or less of an oral hearing;
- six months, if the hearing includes three to five days of an oral hearing; or
- nine months, if the hearing includes more than five days of an oral hearing.

Starting on the day the Board completes the hearing of an appeal, it generally completes the final decision and written reasons within:

- three months, if the hearing is completed by writing, or includes two days or less of an oral hearing;
- six months, if the hearing includes three to five days of an oral hearing; or
- nine months, if the hearing includes more than five days of an oral hearing.