

Legal Information Guidelines

These Guidelines facilitate access to legal information in Saskatchewan.

1 What **IS** legal information?

Legal information is general information about the law and legal procedures.

- It helps the public learn about legal problems, the law, and ways of resolving problems through the legal system.
- Legal information is distinct from legal advice as it does not interpret information for specific circumstances.

2 Who can **PROVIDE** legal information?

Legal information may be provided by an organization, person, a person working within a for-profit or not-for-profit organization, or through an automated service.

3 What are considerations for the **PUBLIC**?

Information may qualify as legal information whether or not a fee is charged, and many credible sources of legal information are provided free of charge. Importantly, some sources of legal information may be inaccurate or unreliable.

When looking for credible legal information, consider:

- the qualifications or education, training, and experience of the legal information provider relevant to the legal information required;
- the source and its authority, purpose, and objectivity; and
- the jurisdiction, currency, and applicability of the information.
 - **Jurisdiction:** legal information must relate directly to the jurisdiction where the legal problem arose, for example, in Saskatchewan or elsewhere. If the legal problem involves persons or property in different provinces, territories, or countries, consult a licensed member of the Law Society to determine jurisdiction and what law will apply.
 - **Currency:** legal information must be up to date as the law changes regularly.
 - **Applicability:** some individuals such as newcomers or Indigenous Peoples may require specialized information relating to their circumstances or status. Saskatchewan includes the shared lands of Treaties 2, 4, 5, 6, 8, 10, and is the Homeland of the Métis/Michif Nation.



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What are considerations for legal information **PROVIDERS**?

Legal information providers have a responsibility to the public to:

- ensure they are qualified to provide the legal information requested;
- share their qualifications and relevant education, training, and experience;
- provide legal information that is credible, accurate, reliable, and relevant; and
- provide referrals for further legal information or advice as appropriate.

The following are ways of giving legal information and the types of legal information that may be provided:



Helping a person **FIND** credible legal information

Common examples of credible legal information resources may be in print, online, video, and audio formats and include:

- Public legal education materials
- Legal dictionaries
- Legislation
- Case law
- Court rules and procedural guides
- Guides on how to conduct legal research or certain legal topics such as landlord/tenant law, the rules of evidence, or how to obtain information from an opposing party



Helping a person **USE** information from credible legal resources

Providing help on how to use credible legal resources may include:

- Encouraging consultation of credible legal information resources.
- Helping find a resource.
- Suggesting the particular legal topic within a resource to look for information bearing on the legal problem.
- Searching the resource and directing to specific legal content.
- Helping to understand the meaning of the content presented within the resource.
- Suggesting how the legal information found in the resource applies to a situation **as long as:**
 - *there is no recommendation concerning the action a person should take; and*
 - *qualified with a warning to consult a licensed member of the Law Society to be sure about the application of the legal information to their situation.*



Examples of **PROVIDING** legal information may include:

- Identifying the legal name for a problem, such as explaining that the process of being removed from an apartment is called an eviction.
- Finding what form needs to be completed and filed.
- Explaining the meaning of terms used in forms.
- Completing forms on behalf of a person needing help, **as long as:**
 - *the words of the person requesting help are properly recorded on the form; and*
 - *the person confirms that the information has been recorded accurately on the form.*
- Explaining the process for filing forms, including the court in which they should be filed, the filing fee, any attachments that should accompany the form, the number of copies to submit, and any other filing requirements.
- Describing the requirements for service and helping complete the process which may include preparing, serving, and filing all documents required.
- Calculating child support or spousal support payments based on court guidelines **as long as:**
 - *qualified with a warning a judge may make a determination regarding support once all facts are considered; and*
 - *noting a licensed member of the Law Society should be consulted for legal advice.*
- Assisting in the assembly and organization of evidence for hearings and other purposes which can include support to identify the papers or electronic documents needed for court or an administrative tribunal and explaining the steps required to present evidence consisting of photographs or emails or other electronic information located on a computer or smartphone.



Key legal information resources in Saskatchewan

- **Public Legal Education Association of Saskatchewan (PLEA)** – plain language legal information
- **Publications Saskatchewan** – information on legislation and government services including alternative dispute resolution
- **Canadian Legal Information Institute (CanLII)** – case law and commentary on the law in Saskatchewan and Canada
- **Courts of Saskatchewan** – information on courts in Saskatchewan
- **Legal Resources Library** – law libraries and legal information assistance from Law Society of Saskatchewan Legal Research Librarians

Please also refer to the Saskatchewan Access to Legal Information (SALI) resource on

- **Detecting Legal Problems & Legal Information Sources in Saskatchewan** – for specific examples of credible legal resources.



Learn more about options for obtaining legal advice on the Law Society of Saskatchewan website: **Finding Legal Assistance**

Questions or feedback?

For feedback or further information, please contact:

Law Society of Saskatchewan

www.lawsociety.sk.ca

consultation@lawsociety.sk.ca