

# EMPLOYMENT STANDARDS TRIBUNAL

## PRACTICE DIRECTIVE 2026-017 WITHDRAWAL OF APPEAL OR APPLICATION

[2026-07-01]

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### **PART 1 - GENERAL**

#### **1. PURPOSE**

- 1.1. This Practice Directive sets out the process for withdrawing an appeal, reconsideration application, or other application under the Employment Standards Act and/or the Temporary Foreign Worker Protection Act.

### **PART 2 – WITHDRAWAL OF APPEAL OR APPLICATION REQUIREMENTS**

#### **2. HOW TO WITHDRAW**

- 2.1. A withdrawal must:
  - be made in writing;
  - clearly identify the proceeding or portion being withdrawn; and
  - be delivered to the Tribunal.

#### **3. TIMING AND EFFECT**

- 3.1. A withdrawal takes effect when accepted or acknowledged by the Tribunal.
- 3.2. The Tribunal may issue directions following a withdrawal, including closing the file.

#### **4. PARTIAL WITHDRAWALS**

- 4.1. A party may withdraw part of a proceeding, subject to Tribunal directions.

#### **5. TRIBUNAL AUTHORITY**

- 5.1. The Tribunal retains authority to:
  - make directions following a withdrawal; or
  - address any remaining issues.

## **PART 3 – EFFECTIVE DATE AND APPLICATION**

### **6. EFFECTIVE DATE AND TRANSITIONAL APPLICATION**

- 6.1. This Practice Directive applies to proceedings before the Tribunal on or after July 1, 2026, unless the Tribunal orders otherwise.