

Glossary

A

Admissibility

For *Convention Refugees Abroad* and members of the *Country of Asylum* and *Source Country* classes, admissibility includes the following statutory requirements: medical, security, and criminality.

Admission

Permission to come into Canada as an immigrant or as a visitor.

Admissibility Loan

Refugees selected for resettlement are required to pay their own cost of medical exams and travel. The admissibility loan is a loan issued by a Visa Officer overseas to eligible applicants to help them pay for their medical exams and other processing costs.

Applicant

Person making an Application for Permanent Residence or temporary residence, or a group which applies for sponsorship or a person who applies to sponsor his or her family member or *de facto* dependants.

Assistance Loan

This loan is assessed and issued by a Visa Officer in Canada after the arrival of the refugee. It is designed to help the refugee cover living expenses associated with the basic needs of life, basic household needs, deposits for telephone, last month's rent, or labour market access.

Asylum Seeker

A person who makes an in-land application for refugee protection and whose claim has not been decided on.

B

Blended Visa Office-Referred

The Visa Office has determined a refugee to be eligible and has referred them for sponsorship to Canada. Sponsorship costs are shared between the Canadian government and the sponsors. Sponsors pay the start-up costs and provide settlement assistance.

C

Canada Child Tax Benefit

Delivered by the Canada Revenue Agency, the Canada Child Tax Benefit includes a base amount for all children under 18, and a National Child Benefit supplement for low income families.

Care

The provision of food, clothing, local transportation costs and other basic necessities of life to the refugees.

Community Groups

Any organization (for-profit/not-for-profit, incorporated/non-incorporated) located in the community where the refugees are expected to settle that has made an organizational commitment to sponsor. Community Sponsors are limited to submitting two sponsorship undertakings a year and must undergo financial and settlement plan assessments by their local IRCC office each time they wish to sponsor.

Constituent Group (CG)

A group authorized in writing by a Sponsorship Agreement Holder (SAH) to act on its behalf in sponsoring refugees. Refer to section 138 "group" of IRPR.

Convention Refugee

Based on the definition contained in the 1951 Geneva Convention and its 1967 Protocol, a Convention Refugee is any person who, by reason of a well-founded fear of persecution because of race, religion, nationality, membership in a particular social group or political opinion, is outside the country of his or her nationality and is unable or, by reason of that fear, unwilling to avail himself or herself of the protection of that country; or, not having a country of nationality, is outside the country of his or her former habitual residence and is unable or, by reason of that fear, unwilling to return to that country.

Convention Refugee Abroad

Any person who is a Convention refugee, is outside of Canada, and is seeking resettlement in Canada. He or she does not have a prospect of another durable solution within a reasonable period of time.

Co-sponsor

A sponsoring group may choose to formally partner with an individual (e.g., a family member of the sponsored refugee living in Canada) and/or another organization in carrying out settlement duties. This partner is termed a "co-sponsor".

Country of Asylum Class

The Immigration and Refugee Protection Regulations defines a member of the Country of Asylum Class (RA) as a person

- who is outside his or her country of citizenship or habitual residence;
- who has been, and continues to be, seriously and personally affected by civil war or armed conflict or who has suffered massive violations of human rights;
- for whom there is no possibility of finding an adequate solution to his or her situation within a reasonable period of time; and
- who will be privately sponsored or who has adequate financial resources to support himself or herself and any dependants.

Country of Citizenship

Country of citizenship is the country with which the applicant has the legal bond of nationality. In most cases, this will be the country that has issued the applicant's passport.

Criminal Inadmissibility

As with other permanent residents, refugees are inadmissible to Canada if they have been convicted of serious crimes, war crimes or crimes against humanity or have committed acts or omissions that would render them inadmissible to Canada. See A36 and A37.

D

De facto Dependant

A *de facto* dependant is a person who does not meet the definition of family member but who is nonetheless considered by the Principal Applicant (PA) to be an integral member of the family unit. Such a person would normally, but not exclusively, reside with the PA as a member of the same household and must be the dependant of a PA who has been determined to be a member of one of the three refugee classes. The *de facto* dependant must also meet the definition of refugee in his or her own right even when a dependency relationship is established. See IP3, Part 1 Section 6.11.

Dependant

A term used in the former Immigration and Refugee Protection Regulations which has been replaced in the new Immigration and Refugee Protection Regulations by the concept of a family member:

- ▶ the spouse or common-law partner of the principal applicant;
- ▶ a dependent child of the principal applicant, dependent child of their spouse, or dependent child of a common-law partner; or
- ▶ a dependent child of a dependent child.

Displaced Person

'Displaced person' refers to someone who has been removed or forced out of their home, property, land and/or area of habitual residence due to war, widespread violence or other conditions beyond their control. A displaced person may or may not have crossed a border into another country, though the term 'refugee' is most often used when border-crossing has taken place.

Durable Solution

Durable solutions are solutions that the UNHCR and international community considers for people who were forced to flee their homes and countries of origin due to being in refugee-like situations. The three durable solutions for refugees and persons in "refugee-like" situations are:

1. Voluntary Repatriation
2. Local Integration
3. Resettlement

E

Eligibility

In this publication, eligibility refers to the three conditions which a refugee applicant must meet to be eligible for resettlement:

- ▶ meet the definition of either Convention Refugee Abroad class, or Humanitarian-protected Persons Abroad class which includes Country of Asylum class or Source Country class
- ▶ have no other durable solutions
- ▶ demonstrate an ability to establish successfully in Canada

F

Family Class Sponsorship

Sponsorship under the Family Class provision in the Canadian immigration context, refers to an immigration stream whereby spouses/partners, dependent children, and certain eligible relatives can be sponsored to come to Canada as permanent residents. Family sponsorships have different eligibility criteria and application forms than refugee sponsorships.

Family Member

A family member, for resettlement purposes, is a person who can be included on the principal applicant's application. Consistent with the use of appropriate discretion and flexibility in assessing refugees, the concept of family, for refugee resettlement purposes, should be considered to include those who currently may be included on the principal applicant's application (i.e. spouse, common-law partner and dependent children of the spouses or common-law partner or the dependent children of the dependent children of the spouses or common-law partners - regardless of whether they are physically at the same location).

G

Government-Assisted Refugees (GARs)

Convention Refugees Abroad and members of the Source Country class who are resettled and supported by the Government of Canada through the Resettlement Assistance Program (RAP). Under RAP, refugees are supported at approximately the equivalent of local provincial social assistance levels for up to twelve months after their arrival in Canada.

Group of Five (G-5)

A Group of Five is a sponsoring group under the Private Sponsorship of Refugees Program. G-5 sponsorship groups are often one-time groups and are formed in response to special situations that arise.

H

Humanitarian and Protected Persons Abroad

A person in similar circumstances to a Convention Refugee who is a member of one of the following Humanitarian-protected persons abroad classes: Country of Asylum Class and Source Country Class. Refer to Section 146 of IRPR.

I

Immigration, Refugees and Citizenship Canada

As a federal government body, IRCC has the overall responsibility for immigration and refugee matters in Canada. IRCC determines, for example, who can immigrate to Canada, who should be referred to the IRB to apply for refugee protection in Canada, residency obligations, grants Canadian citizenship and administers resettlement programs.

Interim Federal Health Program (IFH)

A health program established by IRCC that provides temporary medical coverage for refugees until their qualification for provincial health care coverage. Privately sponsored refugees are eligible for basic coverage. Privately sponsored refugees who receive income support through the RAP program (e.g. JAS, some BVOR) also receive supplemental coverage under the 'Extended Health Care' IFH plan.

Immigrant Loans Program

Established by IRCC, this program provides admissibility, transportation, and assistance loans to refugees and their family members. Refer to section 289 of IRPR, and the inland and overseas processing chapters IP19 and OP17.

Immigration and Refugee Board (IRB)

The IRB is an independent administrative tribunal that decides on in-land refugee claims in accordance with Canadian law.

Immigrant and Refugee Protection Act (IRPA)

An Act respecting immigration to Canada and the granting of refugee protection to persons who are displaced, persecuted or in danger. It came into effect in 2002.

Immigrant and Refugee Protection Regulations (IRPR)

Detailed instructions that have been placed in Regulations to accompany the IRPA.

Inland Processing Chapter 3 (IP3)

A chapter of the IRCC Inland Processing Manual that explains the policy and procedures for the refugee resettlement program in Canada, including the Private Sponsorship of Refugees Program (PSRP) and Resettlement Assistance Program (RAP).

Inland and Overseas Processing Chapters 19 and 17 (IP19 and IP17)

Two chapters of the IRCC Inland and Overseas Processing Manuals that describe the Immigrant Loans Program and its four loan components, including the objectives and eligibility criteria for each loan option, the procedures for processing and approving immigrant loans, guidelines for assessing loans for approval, and guidelines for counselling loan applicants.

Internal Flight Alternative (IFA)

Sometimes considered a fourth type of durable solution, IFA may exist for refugees and persons in refugee-like situations who have not fled their country of nationality. It involves the consideration of whether the individual could have found a safe haven in another location within the country of nationality or residence at the time of their flight. If so, they will not need Canada's protection. (See Section 1.5)

International Organization for Migration (IOM)

The International Organization for Migration has a primary mandate to make arrangements for the organized transfer of foreign nationals, including

refugees, displaced persons and other individuals in need of international migration services. It arranges transportation and medical examinations for refugees. The IOM also provides a Canadian Orientation Abroad program in some locations to refugees and foreign nationals before they arrive in Canada.

J

Joint Assistance Sponsorship (JAS) Program

A joint undertaking by a SAH or one of its CGs and IRCC to sponsor refugees requiring special assistance and whose admissibility depends upon this additional support to become established. Refer to Section 157 of IRPR, IP3 and OP5 for details.

L

Landed Status

Means lawful permission to establish permanent residence in Canada, a term used under legislation prior to IRPA.

Landing

see *Landed Status*

Letter of Approval

A letter signed by a person authorized to sign on behalf of the SAH, authorizing a CG or cosponsor to enter into an undertaking to sponsor refugees on its behalf.

Local Integration

Local Integration is one of the durable solutions considered by the UNHCR and Canadian visa officers. Refugees are considered to be locally integrated in the country of asylum when they have rights similar to those of citizens, can move around the country freely; they are allowed to earn a living; their children are allowed to attend school; there is no threat of refoulement, etc.

M

Matching Centre

A part of ROC-O which is responsible for brokering between IRCC offices in Canada and Visa posts overseas regarding the destining and matching to sponsors of selected refugees who have been successfully processed and are ready to travel to Canada.

N

NGO-Government Committee on the Private Sponsorship of Refugees (NGO-Government Committee)

A committee of elected SAH representatives and appointed IRCC representatives established in 1994 to provide an ongoing consultative mechanism for program partners in support of the PSRP. The committee is intended to be a facilitative mechanism and does not limit the avenues

through which representations may be made of issues of concern to any interested party.

Non-accompanying Family Member

A non-accompanying family member is defined as a dependent family member of a refugee who is separated from the family unit due to circumstances beyond his or her control and is unable to travel with the principal applicant. Refer to Section 141 of IRPR.

Notification of Arrival Transmission

A Notification of Arrival Transmission advises sponsors, the local IRCC and Service provider organization (SPO) of the date of arrival and flight details of the refugee, and of pertinent details such as the names of sponsors, onward travel arrangements to final destinations, and special needs.

O

One-Year Window of Opportunity (OYW)

A regulatory mechanism that allows non-accompanying family members to submit an application and be eligible to be processed in the same class and category as the principal applicant (PA) for up to one year following the principal applicant's arrival in Canada. For more details refer to Paragraph 141(1) (b) of IRPR, IP3 and OP5.

Overseas Processing Chapter 5 (OP5)

A chapter of the IRCC Overseas Processing Manual that explains the policy and procedures for the refugee resettlement program abroad including the selection of Government-Assisted Refugees (GARs) and Privately Sponsored Refugees (PSRs).

Overseas Processing Chapter 22 (OP22)

A chapter of the IRCC Overseas Processing Manual that provides an understanding of the process for judicial reviews of decisions made under the Immigration and Refugee Protection Act for which no specific right of appeal exists. This chapter deals specifically with overseas files that are subject to judicial review.

P

Permanent Resident

A person who has been granted landing under previous legislation or permanent residence under the IRPA, has not been granted Canadian citizenship, and has not ceased to be a permanent resident.

Port of Entry

Legal point of entry into Canada, staffed by IRCC employees. Most Port Of Entries are at international airports, legal border crossing checkpoints with the United States and at lake and coastal seaports.

Principal Agreement

An agreement negotiated between IRCC and the SAH Community.

Principal Applicant (PA)

For a single applicant, it is that one person. For spouses, common law partners including those with children, it is the person with the strongest claim to persecution.

Private Sponsorship of Refugees (PSR)

The PSR program is one of Canada's immigration streams. In the PSR program, refugee applicants are resettled to Canada as permanent residents through a Group of Five, Sponsorship Agreement Holder or Community Sponsor. The PSR program involves civic participation and is based on a strong volunteer base in various communities.

R

Reception

Reception is defined in the Sponsorship Agreement and Undertaking as meeting the refugee upon arrival in the community of resettlement or, when applicable, making arrangements for the refugee's transportation from the closest domestic airport to the community of resettlement.

Referral Organization

The IRPR defines a referral organization as:

- ▶ the United Nations High Commissioner for Refugees; or
- ▶ any organization with which the Minister has entered into a memorandum of understanding.

Refugee

A refugee is commonly defined as a person who has been forced to flee her/his country of origin or habitual residence due to personal persecution, war and/or violence. Refugees may or may not have experienced violence but they have a well-founded fear of persecution and risk to their lives.

Refugee Convention, The 1951

The United Nations Convention Relating to the Status of Refugees is commonly referred to as the 'Refugee Convention' or the 'Geneva Convention'. It is an international convention that defines who qualifies as a refugee, defines the rights of those who have been granted asylum and outlines member states' responsibilities. Canada is signatory to this Convention.

Refugee Sponsorship Training Program (RSTP)

A program that is funded by IRCC and whose primary goal is to provide training and information-sharing on the private sponsorship of refugees to SAHs, Community Sponsors and Groups of Five.

Resettlement

Resettlement consists of moving to a third country where permanent settlement and integration is possible. It is one of the durable solutions and

intended for those refugees without local integration prospects in the country of asylum. Resettlement may also be used as an instrument of protection geared primarily to the special needs of refugees whose life, liberty, safety, health or fundamental human rights are at risk in the country where they sought refuge. It is used for refugees unable to benefit from the other two solutions.

Resettlement Assistance Program (RAP)

A contribution program established by IRCC that provides basic income support and essential services for refugees who have been admitted to Canada as Government-Assisted Refugees.

Resettlement Operations Centre - Ottawa

On April 1, 2017, IRCC's Centralized Processing Offices in Winnipeg and Vancouver, as well as the former Matching Centre, were merged into the new Resettlement Operations Centre - Ottawa (ROC-O). All PSR sponsorship applications are sent to ROC-O, where all processing takes place.

S

Self-supporting

The point at which a refugee no longer requires the financial support (care and lodging) of a sponsor but may still need settlement assistance. Refers to Paragraph 5 (d) and Appendix 1 of the Sponsorship Agreement.

Self-Supporting Refugees

Refugees who meet resettlement criteria and have sufficient financial resources to support themselves and their accompanying dependants until they are likely to become self-supporting. This category of refugees is in addition to the other categories of refugees who receive assistance from the government or private sponsors.

Service Provider Organization (SPO)

An organization that is funded by IRCC, either directly or through provincial programs, to deliver orientation and settlement services directly to newcomers, including sponsored refugees.

Settlement Assistance

The activities that facilitate the refugee's adjustment to Canadian society such as providing orientation to the community, help with learning an official language, assistance with finding employment, and extending ongoing friendship, encouragement and general assistance. It also involves informing refugees of the rights and responsibilities of permanent residents in Canada.

Settlement Plan

A written plan that outlines a sponsoring group's arrangements for the reception, care, lodging and settlement assistance of the sponsored refugee(s).

Source Country Class

A member of the Source Country Class is a refugee who:

- ▶ resides in his/her country of citizenship or habitual residence;
- ▶ has been and continues to be seriously and personally affected by civil war or armed conflict;
- ▶ has suffered serious deprivation of his/her right of freedom of expression, right of dissent or right to engage in trade union activity and who has been detained or imprisoned as a consequence;

- ▶ fears persecution for reasons of race, religion, nationality, membership in a particular social group or political opinion;
- ▶ for whom there is no possibility of finding an adequate solution to his or her situation within a reasonable period of time;
- ▶ resides in a country that has been designated as a source country (refer to Schedule 2 of the Immigration and Refugee Protection Regulations); and
- ▶ will be privately sponsored or assisted by the government or who has adequate financial resources to support himself or herself and any dependants

Sponsor

In this publication, sponsor refers to a Sponsorship Agreement Holder, Constituent Group or Cosponsor which participates in the resettlement of refugees abroad through the Private Sponsorship of Refugees Program. Refer to Section 138 "sponsor" of the IRPR.

Sponsorship Agreement Holders (SAHs)

Incorporated organizations that have signed a formal sponsorship agreement with Immigration, Refugees and Citizenship Canada. SAHs tend to be local, regional or national religious organizations, ethno cultural groups or other humanitarian organizations. SAHs assume overall responsibility for the management of sponsorships under their agreement, and generally submit several refugee sponsorships a year.

Sponsorship Breakdown

An official declaration that an irreparable failure to meet the sponsorship arrangements (care, lodging and settlement assistance) has occurred. Sponsorship breakdown is a condition of deterioration in the sponsor-refugee relationship such that the sponsor is unable or unwilling to fulfill the terms of the sponsorship undertaking. Following failed attempts to reestablish the sponsorship, IRCC will formally declare a breakdown in the sponsorship and depending on the circumstances, the sponsoring group may be found in default.

Sponsorship Default

Sponsorship default refers to a breach of the contractual obligations of the sponsorship undertaking itself, specifically, the failure to fulfill a financial or non-financial obligation associated with the undertaking. A bar to sponsorship that is declared against a sponsor determined to be liable for a sponsorship breakdown. Refer to Subsection 153(4) of IRPR.

Sponsorship Revocation

A withdrawal or cancellation of an approved undertaking by IRCC before or after the issuance of a visa. Refer to Section 155 of IRPR.

Sponsorship Withdrawal

A cancellation by a sponsor of an undertaking before the issuance of a visa. It is the last option when all attempts to fulfill the conditions of the sponsorship have failed or when situations have changed.

T

Temporary Resident Permit

A temporary resident permit is a discretionary document that may be issued to inadmissible persons or persons reported or who may be reported for violation of the IRPA allowing them to enter or remain in Canada, where justified by exceptional circumstances.

U

Undertaking to Sponsor

A written undertaking to the Minister, sometimes referred to as an 'application to sponsor', to make provision for reception, care, lodging and settlement assistance for a refugee and their named accompanying and non accompanying family members in the expected community of settlement for a period of 12 months (longer in exceptional circumstances if agreed to by the SAH) from the date of arrival of the refugee or until the refugee becomes self-supporting and no longer requires settlement assistance, whichever is less. Refer to Sections 138 "undertaking" and 141 and Subsections 154(2) and (3) of IRPR.

Urgent Need of Protection

Urgent need of protection means, in respect of a member of the Convention Refugee Abroad class, the Country of Asylum class or the Source Country class, that their life, liberty or physical safety is under immediate threat and, if not protected, the person is likely to be killed; subject to violence, torture, sexual assault or arbitrary imprisonment; or returned to their country of nationality or of their former habitual residence.

Urgent Protection Program (UPP)

A case in need of urgent protection is one where the life, liberty or physical well-being of a refugee is under immediate threat. These cases are assigned the highest processing priority to offer resettlement as a tool of protection. Resettlement in urgent protection cases is undertaken as a priority where there is no other way to guarantee the security of the person concerned. Resettlement in these cases is the best, and often the only protection response.

UNHCR (United Nations High Commissioner for Refugees)

Commonly referred to as the UN Refugee Agency, the UNHCR is United Nations agency that has the mandate to protect refugees and resolve refugee problems across the world. As an international body, the UNHCR aims to ensure that asylum seekers' and refugees' rights are realized and protected.

V

Visa Office-Referred Sponsorship (VOR)

Visa Office-referred sponsorship refers to situations where a refugee has been determined to be eligible and is referred by a Visa Office for sponsorship.

Either a sponsor requests the Visa Office-referred case or a Visa Office refers the case to ROC-O to find a sponsor.

Vulnerable

With respect to a Convention Refugee or a person in similar circumstances means that the person has a greater need of protection than other applicants abroad because of the person's particular circumstances that give rise to a heightened risk to their physical safety. Vulnerable cases are eligible for expedited processing. Expedited cases are not urgent and it is acceptable to have refugees in these cases en route to Canada within one to four months.

Voluntary Repatriation

One of the durable solutions considered by the UNHCR. Voluntary repatriation consists of resettlement of a refugee to her/his country of nationality or habitual residence. Voluntary repatriation should occur only when the situation in the country of habitual or permanent residence has changed in a lasting and meaningful way and refugees can return in conditions of safety and dignity.

W

Women At Risk Program (AWR)

The Women-at-Risk Program (AWR) is designed to offer resettlement opportunities to women in perilous or permanently unstable situations; and in situations where urgent or expedited processing is necessary. In many cases, women eligible under the AWR and their dependent children experience more difficulties in resettling than other classes of refugees; will require a Joint Assistance Sponsorship; and will need a longer period to become integrated and established in Canada.

Refugee
Sponsorship
Training
Program

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