

## GUIDELINES FOR JOINING MATTERS

### 1. Context

The Tribunal administratif du travail (the Tribunal) administratively groups together, in general and without requiring a request, all proceedings originating from the same division involving the same parties. The purpose of this practice is to facilitate the handling of proceedings and ensure the proper administration of justice.

The president of the Tribunal may join proceedings addressed to different divisions or from different regions pursuant to section 19 of the *Act to establish the Administrative Labour Tribunal*<sup>1</sup> (AEALT).

### 2. Purpose

The Tribunal handles an increasing number of requests to join matters. These guidelines provide the standardized, consistent and efficient handling of those requests.

The purpose of these guidelines is also to ensure optimal use of the human and material resources of the Tribunal in carrying out the mandate entrusted to it by the legislator, which is to promptly, and in a manner devoid of formalism, hear the proceedings referred to in section 1 of the AEALT, in accordance with the rules of natural justice and within legal time limits.

### 3. Legal framework

This policy is based on a set of legislative and regulatory provisions, specifically sections 1 and 2 of the *Rules of evidence and procedure of the Administrative Labour Tribunal*<sup>2</sup> (REPALT) and section 19 of the AEALT, which read as follows:

➤ *Rules of evidence and procedure of the Administrative Labour Tribunal*

1. These rules apply to all the matters brought before the Tribunal.

Their purpose is to ensure the simple, flexible and prompt processing of applications, particularly with the cooperation of the parties and their representatives and the use of available technological means by the parties and the Tribunal, in accordance with the rules of natural justice and the equality of parties.

2. At any stage, the proceedings and the presentation of evidence must be proportionate to the nature and complexity of the matter.

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<sup>1</sup> CQLR, c. T-15.1

<sup>2</sup> CQLR, c. T-15.1, r. 1.1

➤ *Act to establish the Administrative Labour Tribunal*

**19.** Whether or not the same parties are involved, matters in which the issues in dispute are substantially the same or could fittingly be combined may be joined by order of the president of the Tribunal or a person designated by the president, on specified conditions.

On its own initiative or at a party's request, the Tribunal may revoke such an order if, after hearing the matter, it is of the opinion that the interests of justice will thus be better served.

#### **4. Scope**

The guidelines apply to all applications to join matters presented by a party with respect to matters that concern any of the Tribunal's administrative divisions and its regional offices.

#### **5. Processing of a request to join matters**

##### **5.1 Principle**

Matters are joined by order of the president of the Tribunal or a person designated by the president, on specified conditions.

##### **5.2 Form**

A party who wishes to have matters joined must submit their request in writing.

They address their request to the president and send it to the email address [jonctiondaffaires@tat.gouv.qc.ca](mailto:jonctiondaffaires@tat.gouv.qc.ca) and notify the other parties.

##### **5.3 Time limit**

The party must make a request to the Tribunal as soon as they are aware of the facts that, according to them, justify the request.

##### **5.4 Content**

The request must contain the following information:

1. the TAT record numbers concerned by the request;
2. the full name of the party making the request, along with their mailing address, email address, telephone number and fax number;
3. the record numbers for which the party is acting, if any;
4. the date of summons in each record, if any;
5. the grounds justifying the request;

6. the consent or objection of the other parties to the dispute.<sup>3</sup>

## 5.5 Criteria to assess a request to join matters

The request will be assessed according to the following criteria:

- the nature of the record;
- evidence that relies substantially on the same facts and witnesses;
- the consent or objection of the other parties;
- the sound administration of justice;
- the interest of the Tribunal and the parties.

These criteria are not exhaustive, restrictive or cumulative.

The president may, *ex officio*, join any proceeding not included in the request to join matters if they consider that the joinder meets the criteria of article 19 of the LITAT.

## 6. A request to join matters with an application for postponement

A party seeking the postponement of a hearing in the context of [a request to join matters must follow the policy on the postponement of hearings](#) (available in French only) on the Tribunal's website, in the section [Directives, politiques et orientations](#).

## 7. Decision

When the president makes an order granting the request to join matters, they will designate a single administrative judge to hear and decide on the matters. In the event of new disputes arising between the parties, the designated administrative judge shall be authorized to join them with records that have been the subject of an order, if they deem that this joining of matters meets the criteria of section 19 of the AEALT. This order is sent to the parties.

## 8. Coming into force

These guidelines come into force on July 7, 2022. Updated September 23, 2025.

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<sup>3</sup> In accordance with the [Guidelines for handling matters involving allegations of sexual violence](#), an unrepresented victim does not need to obtain the consent or opposition of the other parties to the dispute. The Tribunal will do so for them.