

Public Accountants Board Rules

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**ACCOUNTANTS ACT
(CHAPTER 2A, SECTION 58)**

PUBLIC ACCOUNTANTS BOARD RULES

R 1

G.N. No. S 469/1989

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(30th April 2000)

[8th December 1989]

PART I

PRELIMINARY

Citation

1. These Rules may be cited as the Public Accountants Board Rules.

Definitions

2. In these Rules, unless the context otherwise requires —

“approved principal” means a person approved by the Board and who is responsible for the supervision of pupils;

“public practice” means practice as a public accountant in the capacity of a sole proprietor or a partner;

“pupil” means a person who is under supervision of an approved principal for the purpose of acquiring structured practical experience;

“Register” means the Register of Public Accountants kept and maintained by the Board.

PART II

REGISTRATION OF PUBLIC ACCOUNTANTS

Register of Public Accountants

- 3.—(1) The Registrar shall maintain the Register of Public Accountants.

(2) Every person who is registered as a public accountant shall be assigned a registration number in the Register.

Applications for registration

4.—(1) An application for registration shall be accompanied by documentary proof of the qualifications entitling the applicant to be registered under the Act.

(2) The Board may, at any time, require the applicant to furnish such other evidence and particulars as may be reasonably required by the Board.

(3) Every application for registration under the Act shall be circulated to the members of the Board or placed before a meeting of the Board for consideration without

undue delay.

(4) The Board may in its discretion interview an applicant.

(5) The decision of the Board on any application shall be communicated to the applicant in writing by the Registrar.

Fees

5. The fees specified in the second column of the First Schedule shall be payable to the Board in respect of the matters set out in the first column of that Schedule.

Registration

6. Every person shall be entitled, on payment of such registration fee as may be prescribed by the Board, to be registered as a public accountant if he satisfies the Board that he has fulfilled the requirements for registration set out in the Second Schedule.

Qualifications for registration

7. No person shall be entitled to registration unless he satisfies the Board that —

- (a) he is carrying on or is about to carry on the public practice of accountancy in Singapore by placing his services as an accountant at the disposal of the community, but not entirely at the disposal of any one individual, firm or corporation;
- (b) he is maintaining or is about to maintain an office or place at which his services may be engaged; and
- (c) he is available or is about to make himself available to undertake work on behalf of any member of the public.

Board to decide whether person is engaged in public practice of accountancy

8.—(1) Any question as to whether or not a person is engaged in public practice of accountancy shall be referred to the Board for decision.

(2) Any person who is aggrieved by the decision of the Board may appeal to the Minister whose decision shall be final.

PART III

CERTIFICATE OF REGISTRATION

Certificate of registration

9. A certificate of registration issued under section 15 of the Act shall be in such form as the Board may determine.

Duplicate certificate of registration

10.—(1) Where a certificate of registration is lost, defaced or destroyed, the holder may apply to the Board for a duplicate certificate which may be granted by the Board on payment of the prescribed fee.

(2) An application to the Board under paragraph (1) shall be supported by a statutory declaration that the certificate of registration has been lost, defaced or destroyed.

(3) The certificate of registration or any duplicate thereof shall be surrendered to the Board when the holder thereof ceases to be registered as a public accountant under the Act.

Renewal of certificate of registration

11.—(1) A public accountant who desires to renew his certificate of registration shall submit his application for renewal to the Board not less than one month before the expiry of his current certificate of registration, unless the Board or Registrar allows otherwise.

(2) An application for the renewal of a certificate of registration shall be in such form as the Board may determine and shall be accompanied by the appropriate fee as specified in the First Schedule.

(3) For the purpose of section 15(5) of the Act, the Board shall not renew the certificate of registration of an applicant unless it is satisfied that the applicant —

- (a) has satisfied the requirements relating to continuing professional education as are prescribed by the Institute for its practising members or by any other body or institution specified by the Board for the purpose; and
- (b) has met the required standard of professional conduct and practice as determined by the Institute or by any other body or person appointed by the Board for the purpose.

(4) The Board may require an applicant to furnish such information, certificate, document or other evidence as the Board may require for the purpose of satisfying itself that the applicant has complied with the requirements specified in paragraph (3) and with such other requirement as the Board may specify.

(5) For the purposes of paragraph (4), the Board or the Registrar may require any information furnished thereunder to be verified by a statutory declaration.