

Registration Committee Member

Duties/Responsibilities

In accordance with the CPA Act, the Registration Committee must consider and decide on application for registration, including imposition of conditions or restrictions on a registration. Registrants identified under the Act include members, candidates, professional accounting firms, professional corporations and professional service providers. Other registrant-related categories include, pre-approved program route providers, limited liability partnerships, specialists and the like.

In addition to the general duties under the CPA Act, the Committee, either directly or indirectly through the Registrar, will monitor, recommend and establish registration policy and administrative practice, balancing the interests of the public against those of the profession and its constituents as considered appropriate.

Establish standard guidelines respecting the re-admission of cancelled members and/or candidates.

Establish guidelines respecting Continuing Professional Development non-compliance and exemptions.

Ensure procedures, policies, delegation of authority, and conditions of delegation to the Registrar are documented.

Where and when appropriate, advise the CPA Alberta Board on relevant strategy, risk, and policy matters.

Location

Meetings may be held either in Red Deer, Edmonton or Calgary or via videoconference in the Edmonton and Calgary CPA Alberta offices.

Time Commitment

Appointment terms: Committee members are appointed to serve for a term of three (3) years and may be reappointed up to a maximum of two (2) terms by the Board; the term limit may be renewed for an additional two (2) years if the Committee member is appointed as Chair

Meetings: Committee members are expected to make themselves available to attend all meetings unless otherwise authorized by the Chair. The Committee meets approximately six (6) times per year, however no less than four (4). Meetings are generally half day to a day long, plus preparatory time.

Requirements

Committee members must be CPAs in good standing and will represent the diversity of the membership as a whole. The members must be regarded by their peers as competent professionals.

Committee members must have no findings of unprofessional conduct by CPA Alberta or a legacy organization.

Volunteer Interests

Regulatory, Quasi-judicial proceedings.

Committee member applications are accepted year-round, but positions are generally appointed for terms starting July 1 of each year