

CAPA GUIDELINES

ESSENTIAL ELEMENTS OF A PROFESSIONAL ACCOUNTANCY BODY: A GUIDE

Introduction

This guideline has been compiled to provide a benchmark for member bodies. It details the identified essential components that comprise a professional accountancy body and provides a benchmark against which bodies can measure or check to see whether or not their structure or operations include such components and sub components.

It is stressed that these are Guidelines only, for in the various circumstances in which member bodies operate not all components are relevant to members. For instance, some operate on a national basis without state, territory or provincial boundaries and thus these references in the Guidelines do not apply. Similarly, other bodies may operate their disciplinary processes under a legislative instrument and thus voluntary codes for professional or technical competence do not necessarily apply.

Use of the Guidelines

It is envisaged that member bodies would be able to examine their structure and or operations to check these against various components or sub-components. Where further information on a component or sub-component were required the member body would contact another member body or range of bodies for information on the items. Contact can be arranged through the CAPA secretariat. It is further envisaged that the member bodies contacted would readily provide details of the items requested including copies of their rules and/or legislative instruments, together with clarifying and amplifying comments on how these were applied in practice.

Conclusion

The Guidelines provide a database listing what has been identified as essential components for an operating accountancy body in the region. Further information on the project can be obtained from the CAPA Secretariat or from the project originator, Australia.

Confederation of Asian and Pacific Accountants

Level 3 Dewan Akauntan
2 Jalan Tun Sambanthan 3
50470 Kuala Lumpur
MALAYSIA

Tel: (603) 274.5055
Fax: (603) 274.9949
Email: capa@po.jaring.my

Australia Society of Certified Public Accountants

Accountants House
170 Queen Street
Melbourne, Victoria 3000
AUSTRALIA

Tel: (613) 9606.9606
Fax: (613) 9602.1163

The Institute of Chartered Accountants in Australia

Level 14, 37 York Street
Sydney NSW 2000
AUSTRALIA

Tel: (612) 9290.5609
Fax: (612) 9262.5469

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