لمباڬ اركيتيك جوروترا ڤروفيسيونل دان جوروواوكور باهن نڬارا بروني دارالسلام
Brunei Darussalam Board of Architects Professional Engineers and Quantity Surveyors

COMPLAINTS HANDLING PROCESS [CHP] AND BOARD DECISION AND APPEAL PROCESS FLOWCHART 1

COMPLAINT TPOR 1 MONTH

Board Receives Complaint Or Information

COMPLAINT FORM APEQS-CF1.Rev 1 AND CHECKLIST A APEQS-CF1CA

TPOR 1 MTH

S22.3

Board notifies RP of its intention to re-move RP from register

Complaint or Information relates to any of the matters set out in SECTION 22 (2)

RECOMMEND

Complaint or Information relates to any of the matters set out in Section 10, Section 11, Section 12, and Section 14

S10	Illegal Architectural Practice
S11	Illegal Professional Engineering Practice
S12	Illegal Quantity Surveying Practice
S14	Employment of Unregistered Architect, Unregistered Professional Engineer Or Unregistered Quantity Surveyor Prohibit-ed

Concern submits sufficient reasons N.E. 30 days

DECISION

Concern submits insufficient rea-sons or no reasons N.E. 30 days

Board decides to keep RP on Register

S22.2

Board decides to remove RP on Register

Complaint or Information relates to any of the matters set out in SECTION 36

Complaint is referred to the Registrar whom will review The Complaint [with selected Investigation Panel]

COMPLAINT FORM APEQS-CF1.Rev 1 AND CHECKLIST B APEQS-CF1CB

S36

REFER TO Illegal Practice Complaint Handling Process (CHP) and Board Decision Flowchart 1A

Registrar is notified of the Decision

The Minister Of Development is notified of the Decision

Letter Of Notification sent to Concerned

Letter Of Notification sent to Complainant

*Concern aggrieved may appeal within 30 days of notification to the Minister, where decision is final

AGC notified (wrongful procurement of registration by fraudulent representation)

RECOMMEND

S51.b

S37.1

S37.6.a

Registrar recommends that matter be dismissed

S37.6.c

Recommend to the Board that the matter be referred to the IC

S37.6.b

Complaint involves offences stated in SECTION 37(6)(b) and recommend to the Board that the matter be referred to the DC

Board receives Recommendation from the Registrar

Board receives Recommendation from the Registrar

Board receives Recommendation from the Registrar

Registrar to inform Complainant of the status of the Complaint

Board appoints IC and refer matter for an Inquiry

TPOR 1 MTH

S37.7

TPOR 3 MTHS

S39.4

Board appoints DC/ Refer matter for a formal inquiry

S37.7

S43.1

TPOR 1 MTH

Registrar to inform Complainant of the status of the Complaint

S45.8

TPOR 6 MTHS

REVIEW AND INQUIRY IC 4 MONTHS AND DC 7 MONTHS

IC carries out Inquiry

DC carries out formal Inquiry

INVESTIGATION AND DISCIPLINARY ASSESSMENT SHEET APEQS-IDAS AND REPORT

RECOMMEND

IC reports findings and makes recommendation

Decision of the Board

S40

S47.2

Order that a formal inquiry be held by DC

S41.1.a (S40.c)

S41.1.b

Refer matter back to IC for further inquiry

Order the RP be issued with a letter of advice or a letter of warning

S41.1.a (S40.b)

S41.1.a (S40.a)

Order that the complaint or information be dismissed

The Board makes and Order that it thinks fit

S41.1.c

RECOMMEND

DC reports findings and makes recommendation

Decision of the Board

S46

S47.2.a

Order to Direct the Registrar to remove the RP name from the Register

S47.2.c

Order to impose on the RP penalty N.E. B$10,000.00 [AGC to be consulted]

Order to Suspend the RP for a Period N.E. two [2] Years [AGC to be consulted]

S47.2.b

RP Censure in writing

S47.2.d

The Board makes and Order that it thinks fit

S47.2.e

ORDER

Registrar is notified of the Decision

The Minister Of Development is notified of the Decision (to be exercised after AGC's advice)

Letter Of Notification sent to AGC for Consultation

Letter Of Notification sent to Concerned (to be exercised after AGC's advice)

Letter Of Notification sent to Complainant (to be exercised after AGC's advice)

S41.3

S47.6

Concerned satisfied with the results provided / Accepts Final Decision By Minister

END

DECISION

APPEAL FORM APEQS-APF1

TPOR 30 DAYS

S48

Concerned seek to Appeal the Board decision

DECISION

S41.5

Complainant satisfied with the results provided / Accepts Final Decision By Minister

END

Complainant seek to Appeal the Board decision

The Minister Of Development reviews Appeal

S41.6b

S48

DECISION

Affirm the decision of the Board

Any such Order deemed fit by the Minister

Order directing a formal Inquiry by the DC

Board is notified of Decision by the Minister Of Development

APPEAL

LEGEND :

- BOARD OF APEQS
- REGISTRAR
- INVESTIGATION COMMITTEE (IC)
- DISCIPLINARY COMMITTEE (DC)
- CONCERNED
- COMPLAINANT
- MINISTER
- DOCUMENT AND CLAUSE
- SOLID LINE [AS PER ORDER]
- DASHED LINE [BEST/GOOD PRACTICE]

N.E. NOT EXCEEDING
RP REGISTERED PROFESSIONAL
AGC ATTORNEY GENERAL CHAMBERS