لمباڬ اركيتيك جوروترا ڤروفيسيونل دان جوروواوكور باهن نڮارا بروني دارالسلام

Brunei Darussalam Board of Architects Professional Engineers and Quantity Surveyors

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

Board Receives Complaint Or Information

COMPLAINT FORM APEQS-CF1 AND CHECKLIST A APEQS-CF1A

TPOR 30 DAYS

RECOMMEND

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

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 Prohibited

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

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

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

COMPLAINT FORM APEQS-CF1 AND CHECKLIST B APEQS-CF1B

S36

RECOMMEND

S37.1

COMPLAINT
TPOR 30 DAYS

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

Register to inform Complainant of the status of the Complaint

Board appoints IC and refer matter for an Inquiry

S37.7

Board appoints DC and refer matter for a formal Inquiry

S37.7 S43.1 TPOR 30 DAYS

Register to inform Complainant of the status of the Complaint

TPOR 3 MTHS S39.4

S45.8 TPOR 6 MTHS

IC carries out Inquiry

DC carries out formal Inquiry

INVESTIGATION AND DISCIPLINARY ASSESSMENT SHEET APEQS-IDAS AND REPORT

REVIEW AND INQUIRY
TPOR TC 4 MONTHS AND DC 7 MONTHS

RECOMMEND

S40

IC reports findings and makes recommendation

Decision of the Board

S47.2

RECOMMEND

S46

DC reports findings and makes recommendation

Decision of the Board

Order that a formal inquiry be held by DC

S41.1.a (S40.c)

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

S47.2.b

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)

S47.2.a

Order to Direct the Registrar to Remove the RP name from the register

RP Censure in writing

S47.2.d

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

S47.2.c

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

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

Letter Of Notification sent to Court (AGC to be consulted)

Letter Of Notification sent to Concerned

Letter Of Notification sent to Complainant

S41.3 S47.6

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

DECISION

END

APPEAL FORM APEQS-APF1

TPOR 30 DAYS

DECISION

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

END

S41.5

Concerned seek to Appeal the Board decision

S48

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

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

Concern submits sufficient reasons N.E. 30 days

Concern submits insufficient reasons or no reasons N.E. 30 days

DECISION

S22.3

Board notifies RP of its intention to remove RP from register

S22.2

Board decides to keep RP on Register

Board decides to remove RP on Register

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

AGC notified (wrongful procurement of registration by fraudulent representation)

S51.b

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