

**Response to the IFAC PART 2, SMO Self-Assessment Questionnaire**

**Associate Name:** Association of Accounting Technicians (AAT)  
**Country:** United Kingdom  
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Number	Question Title/Text/Help text	Answer	Comments
<b>IFAC Part 2 SMO Self-Assessment</b>			
1.	<b>SMO 1</b>		
1.1.	<b>Quality Assurance Program</b>		
1.1.1.	<i>Quality Assurance Review Program</i> In your jurisdiction is there a mandatory quality assurance review program in place for members of your organization performing audits of financial statements of listed companies?	1 <input type="radio"/> Yes  2 <input checked="" type="radio"/> No	AAT members are not eligible to perform audits of financial statements of listed companies unless they undertake further training to become a UK registered auditor. Therefore you should refer to the responses of those UK IFAC member bodies that supervise registered auditors.
1.1.2.	<i>Quality Assurance Review Program Follow Up</i> What plans do you have for developing and implementing a quality assurance review program, or if you do not have those plans, what special reasons or conditions for that	AAT members are not eligible to perform audits of financial statements of listed companies. Please see the response of the other	

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	fact exist?	UK bodies.	
2.	<b>SMO 2</b>		
2.1.	<i>MB Membership Requirements</i> Which of the following are required for individuals to be admitted as members in your organization? Select all the options that are appropriate.	<p>1 <input type="checkbox"/> Complete a program of professional accountancy education</p> <p>2 <input checked="" type="checkbox"/> Complete a practical experience requirement</p> <p>3 <input checked="" type="checkbox"/> Complete a final assessment of the individual's professional capabilities and competencies</p> <p>4 <input type="checkbox"/> None of the above</p>	<p>The competence of individuals is assessed before they are admitted to membership. To become competent most individuals undertake formal learning programmes designed for accounting technicians. However the AAT, whilst advising on the appropriate content and duration of such programmes, does not specify the inputs required. The AAT is concerned to assess output. In rare cases individuals may achieve the required level of competence without completing a formal educational programme.</p>

Number	Question Title/Text/Help text	Answer	Comments
2.2.	<i>Continuous Professional Development</i> Is there a requirement for your members to develop and maintain competence through continuous professional development (CPD)?	1 <input checked="" type="radio"/> Yes  2 <input type="radio"/> No	There is a requirement for members to develop and maintain competence through continuing professional development (CPD). CPD became mandatory for all members in January 2008.
2.3.	<b>Professional Accountancy Education</b>		
2.3.4.	<i>Prof Accountancy Education Follow Up</i> Please describe what does your organization require in terms of professional accountancy education for your members?	The AAT accredits and monitors course providers offering learning programmes for its student members. The AAT has a competence-based qualification in which requirements are defined as a set of outputs. The AAT recognises that there are many ways in which individuals may develop the required level of competence and does not therefore specify a mandatory educational programme or a defined set of inputs. In practice most AAT student members undertake programmes of accountancy education to develop the required competence standards. Courses of different modes (part-time, full-time), type	

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			(face-to-face, on-the-job, distance learning) and duration from a range of course providers are available so that the learner can select the approach most suitable for their needs.
2.11.	<b>IES 5 Practical Experience Requirement</b>		
2.11.1.	<p data-bbox="353 576 607 603"><i>Approved Provider</i></p> <p data-bbox="353 616 920 715">Section 2.11 deals with the practical experience requirement established by your organization.</p> <p data-bbox="353 762 920 863">Does the practical experience requirement have to be obtained with approved providers or employers?</p>	<p data-bbox="958 616 1084 643">1 <input type="radio"/> Yes</p> <p data-bbox="958 871 1084 898">2 <input checked="" type="radio"/> No</p>	
2.11.3.	<p data-bbox="353 911 618 938"><i>Provider Follow Up</i></p> <p data-bbox="353 951 887 1086">How does your organization determine whether a provider or employer is able to provide the candidate with the practical experience necessary?</p>	No formal process in place.	
2.11.4.	<p data-bbox="353 1134 757 1161"><i>Length of Practical Experience</i></p> <p data-bbox="353 1174 846 1310">What is the required length of pre-qualification practical experience? Select the answer option that is most appropriate.</p>	<p data-bbox="958 1174 1182 1201">1 <input type="radio"/> Three years</p> <p data-bbox="958 1321 1308 1348">2 <input checked="" type="radio"/> Less than three years</p> <p data-bbox="958 1361 1308 1388">3 <input type="radio"/> More than three years</p>	

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2.11.5.	<i>Length of Practical Experience Follow Up</i> Describe the length of the practical experience requirement and what special conditions or factors were relevant in establishing the length.	One year of full-time practical work experience (or equivalent) during which the individual has to demonstrate experience in the core areas of accounting. This work experience has to be undertaken in a workplace. The duration was reduced from three years to one when the AAT moved to a competence (output) based qualification in which much practical application is tested during the period of training.	
2.11.6.	<b>Practical Application SMO 2</b>		
2.11.6.1.	<i>Practical Application</i> Where relevant graduate (beyond under-graduate, e.g., masters) professional education has a strong element of practical accounting application, may any portion of the professional education be contributed to the practical experience requirement?	1 <input type="radio"/> Yes  2 <input checked="" type="radio"/> No	The practical experience requirement of one year must be acquired through relevant work experience.
2.11.7.	<b>Timing of Experience</b>		
2.11.7.1.	<i>Pre or Post Qualification Experience</i> The practical experience for accountants may be obtained (select all the answer options that are appropriate):	1 <input type="checkbox"/> Before the professional accountancy education program of study	Whilst the practical experience may be obtained at the same time as any education programme, the

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		<p>2 <input checked="" type="checkbox"/> At the same time as the professional accountancy education program of study</p> <p>3 <input checked="" type="checkbox"/> After the professional accountancy education program of study</p>	individual must be a registered student of the AAT. Pre-registration practical experience is not taken into account.
2.11.7.2.	<i>Describe Pre or Post Experience</i> Describe the length of practical experience that may be obtained pre-qualification and / or post-qualification.	The one-year may be obtained either before or after the qualification is completed.	
2.12.	<b>IES 5 Monitoring of Practical Experience Requirement</b>		
2.12.1.	<i>Monitoring of Practical Experience</i> Is the period of practical experience monitored?	1 <input type="radio"/> Yes 2 <input checked="" type="radio"/> No	
2.12.2.	<i>Monitoring of Practical Experience Follow Up</i> Please indicate whether there are plans to begin monitoring of practical experience and if not, a description of the reasons why.	There are no plans to begin monitoring. Individuals have to provide evidence of verifiable work experience which is signed off by a suitable person usually a qualified member of a professional body and	Potential members have access to an on-line log to facilitate the recording of relevant work experience.

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		can be checked. The individual signs a declaration of the authenticity of the work experience.	
2.13.	<b>IES 6 Assessment of Prof Capabilities and Competence</b>		
2.13.1.	<p><i>Assessment by IFAC Body or Other</i></p> <p>Section 2.13 deals with the final assessment requirements established by your organization.</p> <p>Select all the organizations involved in conducting the final assessment.</p> <p>If the final assessment is conducted jointly between various organizations, select all those that have some responsibility for conducting the final assessment and in the Comment Box, describe the nature of their respective roles and responsibilities.</p>	<p>1 <input checked="" type="checkbox"/> Our organization (including training entities that are affiliated with our organization or a subsidiary of our organization).</p> <p>2 <input type="checkbox"/> Another IFAC member body</p> <p>3 <input type="checkbox"/> Government or regulatory body</p> <p>4 <input checked="" type="checkbox"/> Other</p>	<p>Assessment for the AAT qualification is in two parts: Examinations and Skills Tests. Examinations are set and marked by the AAT. Skills Tests to assess practical application of knowledge and understanding are administered and assessed by centres accredited and monitored by AAT for the purpose. These may be colleges, private course providers, and places of work. The outputs for the skills tests are specified in the occupational standards on which the AAT qualification is based.</p>

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2.13.2.	<p><i>Assessment - Name of IFAC Organization SMO 2</i></p> <p>State the name of the IFAC member body, government or regulatory body, or other organization that conducts the final assessment.</p>	The Association of Accounting Technicians	
2.13.3.	<p><i>MB Input Follow Up</i></p> <p>Please describe how does your organization provide input into the government or regulatory body or other organization's assessment activities?</p>	The AAT accredits and monitors centres that administer Skills Tests. The AAT has sanctions if the centre does not perform satisfactorily. The AAT provides extensive and continuing guidance and support to centres that it has accredited (some 500 in total).	The AAT is also accredited by the UK's external regulators for qualifications, the Qualifications and Curriculum Authority (QCA) and Scottish Qualifications Authority (SQA). The QCA and SQA undertake regular audits of the AAT's management and assessment systems and quality assurance processes.
2.13.4.	<p><i>Characteristics of Assessment</i></p> <p>Which of the following characteristics are applicable to the final assessment process? Select all the answer options that are appropriate.</p>	1 <input checked="" type="checkbox"/> Uniform for all students	The above answers apply to the Examinations component of the AAT's assessment. In the case of Skills Test whilst the outputs required are uniform for all students, assessment is available on demand. In the case of both



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		<p>2 <input checked="" type="checkbox"/> Given simultaneously where it is being held in more than once location in the country</p> <p>3 <input checked="" type="checkbox"/> Assessment is set and assessed only by qualified or approved individuals</p> <p>4 <input type="checkbox"/> None of the above</p>	<p>Examinations and Skills Tests, assessment is set and carried out only by qualified or approved individuals. AAT is transitioning from paper based examinations to computer based assessments (with the same characteristics as the paper based assessments). In the case of the computer based assessments, they will be available on demand at the convenience of students and training providers.</p>
2.13.5.	<p><i>Qualifying for Final Assessment</i> What requirements must the candidate satisfy to take the final assessment? Select all the answer options that are appropriate.</p>	<p>1 <input type="checkbox"/> Specified pre-qualification requirements relating to professional knowledge, professional skills, and professional values, ethics, and attitudes</p> <p>2 <input type="checkbox"/> Specified practical experience</p>	<p>Candidates may take the final assessment before undertaking specified practical experience requirements.</p>

Number	Question Title/Text/Help text	Answer	Comments
		<p>requirements</p> <p>3 <input type="checkbox"/> Other (please describe)</p> <p>4 <input checked="" type="checkbox"/> None of the above</p>	
2.13.6.	<p><i>Timing Considerations for Final Assessment</i></p> <p>Is there a requirement or restriction for completing the final assessment? For example, some organization may require the candidate to take the final examination within a specified number of years of meeting the pre-assessment requirements.</p>	<p>1 <input type="radio"/> Yes</p> <p>2 <input checked="" type="radio"/> No</p>	
2.13.8.	<p><i>Assess Professional Knowledge</i></p> <p>Describe in general terms how required professional knowledge (e.g. technical knowledge about accounting, finance, audit, financial reporting, legislative requirements, information technology etc) is assessed during the final assessment.</p>	<p>Professional knowledge for accounting technicians is defined in the UK national occupational standards and is assessed by a mixture of formal examinations, set and marked by the AAT, and skills tests, specified by the AAT, but administered and assessed at centres accredited and monitored by the AAT.</p>	
2.13.9.	<p><i>Assess Professional Skills</i></p> <p>Describe in general terms how required professional skills (e.g. ability to solve problems, make decisions, exercise judgment, personal skills, interpersonal and communication skills, organizational and business management skills etc) are assessed</p>	<p>These skills are assessed in the skills test component against performance criteria which are defined in the UK national occupational standards for accounting technicians.</p>	

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	during the final assessment.		
2.13.10.	<i>Assess Professional Values, Ethics, Attitudes</i> Describe in general terms how required professional values, ethics, and attitudes are assessed during the final assessment.	The AAT has just introduced an ethics module into the final assessment. The UK national occupational standards for accounting technicians on which the AAT qualification is based now includes professional ethics following successful representations to the responsible body (the Financial Skills Partnership FSP) by the AAT.	
2.13.11.	<i>Recorded or Oral Format</i> Is the final assessment conducted through:	<p>1 <input checked="" type="radio"/> Recorded format with recorded (e.g. written) response required</p> <p>2 <input type="radio"/> Oral format with oral responses</p> <p>3 <input type="radio"/> Both recorded and oral response formats</p>	
2.13.13.	<i>Assessment Formats</i> What formats are used in conducting the final assessment (select all the answer options that are appropriate)?	<p>1 <input type="checkbox"/> Multiple choice questions</p> <p>2 <input type="checkbox"/> Case studies</p> <p>3 <input checked="" type="checkbox"/> Technical questions</p>	The final assessment includes technical questions, reports, short answer questions and scenario-based questions.

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		4 <input type="checkbox"/> Thesis 5 <input checked="" type="checkbox"/> Other (please describe) 6 <input type="checkbox"/> None of the above	
2.13.14.	<p><i>Reliability and Validity</i> Describe in general terms the procedures in place to ensure the final assessments are reliable and valid. Include a description of how the assessment questions are set and by whom and also how reviewers / assessors are selected.</p>	<p>The AAT has a comprehensive quality assurance system for its qualification. The UK's regulatory authorities for qualifications for England and Wales, and Scotland provide independent oversight through an audit and inspection regime. Examination questions are set by carefully selected examiners who are selected, trained and developed by the AAT. They are supported by moderators who check the drafts. The draft questions are then submitted to a panel of experts who check that the questions are valid and reliable.</p>	
2.13.15.	<p><i>Frequency of Final Assessments</i> How many times in a year is the final assessment offered? Select the answer option that is the most appropriate.</p>	1 <input type="radio"/> Yearly (or once a year)  2 <input type="radio"/> Half yearly (or twice a year) 3 <input type="radio"/> Three sessions a year	<p>Paper based examinations held twice a year are being phased out in favour of computer-based assessments which are available on demand throughout the year.</p>

Number	Question Title/Text/Help text	Answer	Comments
		4 <input type="radio"/> Four sessions a year 5 <input type="radio"/> Five sessions a year 6 <input checked="" type="radio"/> Other (please describe the frequency of the examinations)	
2.14.	<b>IES 7 Continuing Professional Development - CPD</b>		
2.14.1.	<p><i>Responsibility for CPD Requirements</i> Section 2.14 deals with the continuous professional development requirements established by your organization.</p> <p>Who establishes the continuous professional development requirements applicable to your members? Select all the answer options that are appropriate.</p>	1 <input checked="" type="checkbox"/> Our organization  2 <input type="checkbox"/> Another organization (state the name of the organization including whether it is an IFAC member body) 3 <input type="checkbox"/> Law and / or regulation (state the name of the law / regulation) 4 <input type="checkbox"/> Other (please describe)	
2.14.2.	<p><i>CPD and Professional Accountants</i> Which membership categories are required to maintain professional competence through continuous professional development? Select all the answer options that are appropriate.</p>	1 <input checked="" type="checkbox"/> All our qualified members	

Number	Question Title/Text/Help text	Answer	Comments
		<p>2 <input type="checkbox"/> Qualified members who perform audits of listed entities</p> <p>3 <input type="checkbox"/> Qualified members who perform audits of entities other than listed entities</p> <p>4 <input checked="" type="checkbox"/> Qualified members who provide services (other than audit) to the public</p> <p>5 <input checked="" type="checkbox"/> Qualified members who are employed in business</p> <p>6 <input type="checkbox"/> Other (please describe)</p>	
2.14.3.	<b>Requirement - CPD</b>		
2.14.3.1.	<p><i>Type of CPD Requirement</i></p> <p>Which of the following answer options describes the way the continuous professional development is structured? Select all the answer options that are appropriate.</p>	<p>1 <input type="checkbox"/> Members must satisfy a number of hours of continuous professional development a year or over a number of years</p> <p>2 <input type="checkbox"/> All members are to satisfy specified content requirements (e.g. specified courses or knowledge content)</p> <p>3 <input type="checkbox"/> Members working in specialist areas or areas of high risk to the public are to satisfy specified content requirements (e.g. specified courses or knowledge</p>	

Number	Question Title/Text/Help text	Answer	Comments
		content)	
		4 <input checked="" type="checkbox"/> Other	
2.14.3.2.	<i>Other Type of Requirement</i> Please describe the continuous professional development requirement.	The AAT's CPD requirements are outputs based. Members undertake a CPD planning cycle in which they assess their CPD requirements, plan how to meet those requirements, undertake the necessary actions, and evaluate the effectiveness of their learning. All members are required to complete the CPD cycle at least once every 12 months. Licensed members in practice are required to complete it twice a year and to address each of the areas in which they are licensed to practice.	
2.14.3.8.	<i>Monitoring of CPD</i> Is there a process to monitor whether your members who are qualified as professional accountants meet the continuous professional development requirements?	1 <input checked="" type="radio"/> Yes, there is a monitoring process for CPD requirements  2 <input type="radio"/> No, there is no monitoring process for CPD requirements	The monitoring process applies to all members. Members are required to keep a record of their CPD. AAT provides templates for recording CPD as well as on-line log.
2.14.4.	<b>Monitoring of CPD Requirement</b>		

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2.14.4.1.	<p><i>Monitoring Process SMO 2</i> Which of the following elements does the monitoring process include? Select all the answer options that are appropriate.</p>	<p>1 <input checked="" type="checkbox"/> Professional accountants are required to submit a declaration</p> <p>2 <input checked="" type="checkbox"/> Professional accountants are required to submit evidence</p> <p>3 <input checked="" type="checkbox"/> Our organization audits a sample of professional accountants to check compliance</p>	<p>We conduct regular monitoring programmes involving checking CPD records from a sample of full and fellow members.</p> <p>We select members for these programmes both randomly and on the basis of risk.</p> <p>If we don't feel members' CPD records provide confirmation of compliance with our policy, we will:</p> <p>provide guidance to members on how to approach CPD in the future</p> <p>ask members to participate in another monitoring exercise within 12 months</p>



Number	Question Title/Text/Help text	Answer	Comments
		<input checked="" type="checkbox"/> 4 Compliance is monitored through firm quality control standards <input checked="" type="checkbox"/> 5 Compliance is monitored through a quality assurance review program <input type="checkbox"/> 6 Other (please describe) <input type="checkbox"/> 7 None of the above	
2.14.4.2.	<i>Declaration and CPD SMO 2</i> Describe the matters addressed in the declaration (select all that apply):	<input checked="" type="checkbox"/> 1 Professional accountant's obligation to meet ethical obligations <input checked="" type="checkbox"/> 2 Professional accountant's obligation to maintain knowledge <input checked="" type="checkbox"/> 3 Professional accountant's obligation to maintain skills to perform competently <input checked="" type="checkbox"/> 4 Compliance with CPD requirement <input type="checkbox"/> 5 Other (please describe)	
2.14.4.3.	<i>Sanctions SMO 2</i> Where a professional accountant does not satisfy the CPD requirements (within a reasonable period of encouraging the professional accountant to meet the requirements), are sanctions or other non-compliance actions, such as expulsion or denial of the right to practice, imposed?	<input checked="" type="radio"/> 1 Yes, sanctions or actions for non-compliance are imposed  <input type="radio"/> 2 No, sanctions or other	Cases of persistent and wilful non-compliance are subject to disciplinary proceedings.

Number	Question Title/Text/Help text	Answer	Comments
		non-compliance actions are not imposed	
2.14.4.4.	<p><i>Sanction Types and CPD</i> Describe the nature and extent of the sanction, expulsions or denial of the right to practice.</p>	<p>The ultimate sanction is the withdrawal of membership from those who fail to comply with the CPD requirements. In the case of members who are licensed to offer services to the general public this would also involve withdrawal of the licence.</p>	
2.15.	<p><i>Activities to Promote IESs SMO 2</i> Please describe the activities your organization undertakes to promote and assist in implementing the pronouncements issued by IFAC's International Accounting Education Standards Board.</p>	<p>The AAT reviews pronouncements and considers whether they are applicable to accounting technicians and if so takes them into account in developing its qualification.</p> <p>The AAT also responds to exposure drafts issued by the Board. The AAT responded to two consultations in 2009.</p> <p>The AAT actively assisted the Developing Nations Committee and the Board in the development of guidelines on the education and training and support of accounting</p>	<p>The AAT has developed a CPD Zone on its website to assist members undertaking the CPD cycle. (<a href="http://www.aat.org.uk/freshthinking">www.aat.org.uk/freshthinking</a>) Resources and updates are available on line in the form of podcasts and blogs downloadable on demand. Members downloaded 31,000 podcasts between January and June 2009. Members may record their CPD on-line.</p>

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		<p>technicians that were published in March 2009.</p> <p>The AAT reviewed its CPD Guidelines in 2007 in the light of IES 7.</p> <p>Clare Morley the AAT's Director of Education is supporting the work of the IAESB as Technical Adviser to the independent member Professional Alison Wolf.</p>	
3.	<b>SMO 3</b>		
3.1.	<p><i>Auditing Standards in Law/Regulation</i></p> <p>Does law or regulation establish the set of auditing standards to be used in the audit of private sector listed entities and non-listed entities? Select all the answer options that are appropriate.</p> <p>Where the law / regulation establishes the auditing standards to be used by reference to the set of standards to be used by their name or by including the text of the standards in the law / regulation, please respond "yes" to this question. Section 3.8. of this module includes questions about the law / regulation.</p>	<p><input type="checkbox"/> Yes for audits of listed entities</p>	<p>AAT members are not eligible to be registered auditors unless they undertake further qualifications. Where AAT member are working in audit, they do so under the provision of registered auditors. The AAT therefore cannot usefully add to the responses of the UK IFAC member bodies that are recognised as supervisory bodies for registered auditors.</p>

Number	Question Title/Text/Help text	Answer	Comments
	Where the law / regulation gives authority to a national standard-setter to establish the auditing standards, please respond "no". Section 3.2. of this module includes questions about the standard-setter and the auditing standards that are established.	<p>2 <input type="checkbox"/> Yes for audits of non-listed entities</p> <p>3 <input checked="" type="checkbox"/> No for audits of listed entities</p> <p>4 <input checked="" type="checkbox"/> No for audits of non-listed entities</p>	
3.2.	<b>Responsibility for Private Sector Auditing Standards</b>		
3.2.1.	<i>Auditing Standards - Private Sector</i> Is there only one set of auditing standards or are the auditing standards applicable to listed entities different from non-listed entities?	<p>1 <input checked="" type="radio"/> The auditing standards for listed entities and non-listed entities are the same set of standards</p> <p>2 <input type="radio"/> The auditing standards for listed entities and non-listed entities are not the same set of standards</p>	
3.2.6.	<i>Responsibility for Auditing Standards</i> Who has the authority for establishing the auditing standards for listed and non-listed entities?	<p>1 <input type="radio"/> Our organization</p> <p>2 <input type="radio"/> Another IFAC member body</p> <p>3 <input type="radio"/> Joint process between our organization and another IFAC member body or other</p>	

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		organization 4 <input checked="" type="radio"/> Another organization	
3.2.7.	<i>Responsibility - Other SMO 3</i> State the organization's name that is responsible for establishing auditing standards for audits of listed and non-listed entities.	Auditing Practices Board of the Financial Reporting Council	
3.7.	<b>Other Organization Standard-Setter SMO 3</b>		
3.7.1.	<i>Standard-Setter and Convergence SMO 3</i> Has the standard-setter established convergence of national auditing standards with IAASB pronouncements? Select the answer option that is most appropriate.	1 <input type="radio"/> Standard-setter's convergence objectives are not known 2 <input checked="" type="radio"/> Standard-setter has established convergence as a formal objective 3 <input type="radio"/> Standard-setter has not established convergence as a formal objective	
3.7.4.	<b>Convergence Established - Standard-Setter SMO 3</b>		
3.7.4.1.	<i>Standard-Setter Amendments SMO 3</i> Has the standard-setter issued information that describes differences between the IAASB pronouncements and national standards including:  The IAASB pronouncement in effect as at	1 <input checked="" type="radio"/> Yes	

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	<p>September 30, 2005 that have been adopted or compared with a similar or equivalent national standard or pronouncement; The effective date of national standard or pronouncement where it differs from the IAASB pronouncement; The differences between the IAASB pronouncement and the similar or equivalent national standard and pronouncement; and The reasons for the differences?</p>	<p>2 <input type="radio"/> No</p>	
<p>3.7.4.2.</p>	<p><i>Submit Information - Standard-Setter SMO 3</i></p> <p>If the standard-setter has issued information about differences between IAASB pronouncements and the national standards and it is available in English, indicate this in your response and submit a copy of the information to Compliance Staff.</p> <p>If this information is not available, refer to the <a 3="" 3:="" a="" comparison="" href="\" iaasb="" pronouncements.doc\"&gt;smo="" pronouncements<="" smo="" with=""> report by clicking on the link and complete it to the extent your organization is able to and submit it in Word format to Compliance Staff.</a></p>	<p>1 <input checked="" type="radio"/> Yes, information is available from the standard setter and in English and will be submitted to Compliance Staff</p>	<p>Information has been submitted to Compliance staff by UK IFAC member bodies recognised to supervise and regulate registered auditors. AAT is not so recognised.</p>

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	<p>Indicate whether your organization will be submitting available information or the "SMO 3: Comparison with IAASB Pronouncements" report.</p>	<p>2○ No, the information is not available from standard-setter; however our organization or jointly with another IFAC member / associate will complete the "SMO 3: Comparison with IAASB Pronouncements" report and submit it to Compliance Staff</p> <p>3○ No, information is not available</p>	
3.10.	<b>Translation SMO 3</b>		
3.10.1.	<p><i>Translation of IAASB Pronouncements</i></p> <p>Are the IAASB pronouncements translated into a national language?</p>	<p>1⊙ No as English is the national language or a widely spoken language</p> <p>2○ Yes, the IAASB pronouncements are translated</p> <p>3○ No and English is not an official language or is not widely spoken</p>	
3.11.	<p><i>Activities to Promote IAASB Pronouncements</i></p>		

Number	Question Title/Text/Help text	Answer	Comments
	Please describe the activities your organization undertakes to promote and assist in the implementation of IAASB pronouncements and other IAASB activities.	The AAT publicises the IAASB activities where they are relevant to accounting technicians.	AAT members are not eligible to be registered auditors unless they undertake further qualifications. Where AAT members are involved in audit work, they operate under the supervision of registered auditors.
4.	<b>SMO 4</b>		
4.1.	<b>Responsibility and National Ethical Requirements</b>		
4.1.1.	<p><i>IFAC MB and Ethical Requirements</i></p> <p>Does your organization establish ethical requirements (e.g. code of ethics, code of conduct, ethics rules, member regulations, etc.) to be complied with by your members?</p> <p><b>Help text:</b> In some countries, ethical requirements may be established on a regional, provincial, or state basis. Where this is the case in your country for the ethical requirements that apply to your members, please contact Compliance Staff for further instruction.</p>	<p>1 <input checked="" type="radio"/> Yes, our organization does establish ethical requirements</p> <p>2 <input type="radio"/> No, our organization does not establish ethical requirements</p>	
4.1.2.	<p><i>IFAC MB and Convergence with IFAC Code</i></p> <p>Has your organization implemented convergence with the IFAC Code of Ethics as an objective?</p>	1 <input checked="" type="radio"/> Yes	



Number	Question Title/Text/Help text	Answer	Comments
4.1.9.	<p><i>IFAC MB Approach to Ethics</i></p> <p>Which of the following options best describes your organization's activities to incorporate the IFAC Code?</p> <p>For the purposes of the Part 2 SMO 4 module, modifications include: Deletion/omission of concepts, principles, or guidance that are established in the IFAC Code; Inclusion of concepts, principles, or guidance that are not in the IFAC Code; Other amendments that give rise to differences between your organization's ethical requirements and the IFAC Code.</p>	<p>2○ No</p> <p>1○ Our organization adopted the IFAC Code as issued without modifications</p> <p>2⊙ Our organization adopted the IFAC Code but with modifications</p> <p>3○ Our organization has developed our own ethical requirements with a process to eliminate differences between our ethical requirements and the IFAC Code</p> <p>4○ Our organization develops our own ethical requirements and uses another approach to</p>	<p>A revised Code of Professional Ethics based on the IFAC Code has been approved for implementation from September 2011 (hard copy supplied to Compliance Staff). Minor modifications have taken into account that the code was developed with senior professional accountants rather than accounting technicians. However minimal changes have been required.</p>

Number	Question Title/Text/Help text	Answer	Comments
		incorporate the IFAC Code of Ethics	
4.1.10.	<i>IFAC MB and Code - Eliminate Differences</i> Describe the process used to adopt the IFAC Code or the process used to eliminate differences between your organization's ethical requirements and the IFAC Code.	The AAT set up a Working Party to review its Code in the light of the IFAC Code. The Working Party has been supported and advised by a highly qualified consultant.	
4.2.	<b>MB and Version of IFAC Code</b>		
4.2.1.	<i>Version of IFAC Code</i> Which version of the IFAC Code was adopted or used as the basis for your organization's ethical requirements?	1 <input type="radio"/> The IFAC Code currently in effect, revised and issued in June 2004 2 <input type="radio"/> A version issued prior to 2004 3 <input checked="" type="radio"/> The revised IFAC Code issued and in effect June 30, 2006	
4.3.	<i>Ethical Requirements by Gov / Reg Bodies</i> In addition to the ethical requirements established by your organization, are there also laws or regulations that set out ethical requirements to be complied with by your members?	1 <input type="radio"/> Yes  2 <input checked="" type="radio"/> No	
4.5.	<i>Comparison of Requirements SMO 4</i> Does your organization have information that identifies any differences between the	1 <input type="radio"/> Yes, our organization has this information and it will be	

Number	Question Title/Text/Help text	Answer	Comments
	<p>IFAC Code of Ethics currently in effect or the revised Code and the national ethical requirements? In responding to this question, differences include:</p> <p>Principles, concepts, and guidance in the IFAC Code that are not addressed in the national ethical requirements;</p> <p>Principles, concepts, and guidance in the IFAC Code that are not equivalent to the national ethical requirements;</p> <p>Principles, concepts, rules, regulations, laws, or other mandatory ethical requirements in national ethical requirements that are not addressed in the IFAC Code.</p> <p>The phrase "national ethical requirements" as used in this questionnaire refers to the totality of ethical requirements established by your organization and others including government and regulatory bodies that are applicable to your members.</p>	submitted	
		<p>2 <input type="radio"/> This information will be submitted by another IFAC member body</p> <p>3 <input checked="" type="radio"/> No, the information is not available</p>	
4.6.	<b>Fundamental Principles - National</b>		
4.6.1.	<b>Integrity - Principle</b>		
4.6.1.1.	<i>Integrity</i>		

Number	Question Title/Text/Help text	Answer	Comments
	Do the national ethical requirements require professional accountants to comply with the fundamental principle "integrity" as described in the revised IFAC Code?	<p>1 <input checked="" type="radio"/> Yes, professional accountants are required to comply with the same principle</p> <p>2 <input type="radio"/> Yes, professional accountants are required to comply with a similar or equivalent principle</p> <p>3 <input type="radio"/> The same or similar / equivalent principle has not been established</p>	The response on the national position in the UK will be provided by the UK's full IFAC members.
4.6.1.2.	<i>Integrity Requirement</i> Is the principle set out in your organization's ethical requirements and / or in laws and regulations? Select all the answer options that are appropriate.	<p>1 <input checked="" type="checkbox"/> Our organization's ethical requirements</p> <p>2 <input type="checkbox"/> Law that regulates professional accountants and / or auditors</p> <p>3 <input type="checkbox"/> Securities regulation</p> <p>4 <input type="checkbox"/> Other laws and / or regulation</p>	UK IFAC full members will respond on law regulating professional accountants.
4.6.2.	<b>Objectivity - Principle</b>		
4.6.2.1.	<i>Objectivity</i> Do the national ethical requirements require professional accountants to comply with the fundamental principle "objectivity" as described in the revised IFAC Code?	<p>1 <input checked="" type="radio"/> Yes, professional accountants are required to comply with the same principle</p> <p>2 <input type="radio"/> Yes, professional accountants are required to comply with a similar or equivalent principle</p> <p>3 <input type="radio"/> The same or similar /</p>	The response on the national position in the UK will be provided by the UK's full IFAC members.

Number	Question Title/Text/Help text	Answer	Comments
		equivalent principle has not been established	
4.6.2.2.	<i>Objectivity Requirement</i> Is the principle set out in your organization's ethical requirements and / or in laws and regulations? Select all the answer options that are appropriate.	<p>1 <input checked="" type="checkbox"/> Our organization's ethical requirements</p> <p>2 <input type="checkbox"/> Law that regulates professional accountants and / or auditors</p> <p>3 <input type="checkbox"/> Securities regulation</p> <p>4 <input type="checkbox"/> Other laws and / or regulation</p>	
4.6.3.	<b>Professional Competence / Due Care - Principle</b>		
4.6.3.1.	<i>Prof Competence / Due Care</i> Do the national ethical requirements require professional accountants to comply with the fundamental principle "professional competence and due care" as described in the revised IFAC Code?	<p>1 <input checked="" type="radio"/> Yes, professional accountants are required to comply with the same principle</p> <p>2 <input type="radio"/> Yes, professional accountants are required to comply with a similar or equivalent principle</p> <p>3 <input type="radio"/> The same or similar / equivalent principle has not been established</p>	The response on the national position in the UK will be provided by the UK's full IFAC members.
4.6.3.2.	<i>Prof Competence / Due Care Req</i> Is the principle set out in your organization's ethical requirements and / or in laws and regulations? Select all the answer options	1 <input checked="" type="checkbox"/> Our organization's ethical requirements	UK IFAC full members will respond on law regulating auditors.

Number	Question Title/Text/Help text	Answer	Comments
	that are appropriate.	<input type="checkbox"/> Law that regulates professional accountants and / or auditors <input type="checkbox"/> Securities regulation <input type="checkbox"/> Other laws and / or regulation	
4.6.4.	<b>Confidentiality - Principle</b>		
4.6.4.1.	<i>Confidentiality</i> Do the national ethical requirements require professional accountants to comply with the fundamental principle "confidentiality" as described in the revised IFAC Code?	<input checked="" type="radio"/> Yes, professional accountants are required to comply with the same principle <input type="radio"/> Yes, professional accountants are required to comply with a similar or equivalent principle <input type="radio"/> The same or similar / equivalent principle has not been established	The response on the national position in the UK will be provided by the UK's full IFAC members.
4.6.4.2.	<i>Confidentiality Requirement</i> Is the principle set out in your organization's ethical requirements and / or in laws and regulations? Select all the answer options that are appropriate.	<input checked="" type="checkbox"/> Our organization's ethical requirements <input type="checkbox"/> Law that regulates professional accountants and / or auditors <input type="checkbox"/> Securities regulation <input type="checkbox"/> Other laws and / or regulation	
4.6.5.	<b>Professional Behavior - Principle</b>		
4.6.5.1.	<i>Professional Behavior</i>		

Number	Question Title/Text/Help text	Answer	Comments
	Do the national ethical requirements require professional accountants to comply with the fundamental principle "professional behavior" as described in the revised IFAC Code?	<p>1 <input checked="" type="radio"/> Yes, professional accountants are required to comply with the same principle</p> <p>2 <input type="radio"/> Yes, professional accountants are required to comply with a similar or equivalent principle</p> <p>3 <input type="radio"/> The same or similar / equivalent principle has not been established</p>	The response on the national position in the UK will be provided by the UK's full IFAC members.
4.6.5.2.	<i>Professional Behavior Requirement</i> Is the principle set out in your organization's ethical requirements and / or in laws and regulations? Select all the answer options that are appropriate.	<p>1 <input checked="" type="checkbox"/> Our organization's ethical requirements</p> <p>2 <input type="checkbox"/> Law that regulates professional accountants and / or auditors</p> <p>3 <input type="checkbox"/> Securities regulation</p> <p>4 <input type="checkbox"/> Other laws and / or regulation</p>	
4.7.	<b>Threats and Safeguards - National</b>		
4.7.1.	<i>Threats and Safeguards</i> Do the national ethical requirements establish a framework or principle similar or equivalent to the threats and safeguards framework as described in the revised IFAC Code (effective June 30, 2006)? Select the answer option that is the most appropriate.	1 <input checked="" type="radio"/> Yes, our organization has a threats and safeguards framework or similar / equivalent framework in our ethical requirements	The framework for the AAT is appropriate for the context in which accounting technicians operate.

Number	Question Title/Text/Help text	Answer	Comments
		<p>2○ Yes, a threats and safeguards framework or similar / equivalent framework is in the ethical requirements established in law and / or regulation</p> <p>3○ No, a threats and safeguards framework, or similar / equivalent framework has not been established in the national ethical requirements</p>	
4.7.3.	<p><i>Threats and Safeguards - Other</i> Please describe the threats and safeguards framework or similar requirement established by your organization or law / regulation.</p>	The framework for our organisation sets out a number of categories of threats and lists possible safeguards to negate or reduce them.	
4.7.4.	<p><i>Application of Framework SMO 4</i> Which of the following does the threats and safeguards framework, or similar / equivalent requirement, apply to? Select the answer option that is the most appropriate.</p>	<p>1○ All professional accountants</p> <p>2○ Only to independence requirements relating to professional accountants in public practice.</p> <p>3○ Other</p>	
4.7.5.	<p><i>Describe Other Framework SMO 4</i> Please describe the professional accountants that the threats and safeguards framework or</p>	It applies to AAT Members in Practice (AAT Members licenced	



Number	Question Title/Text/Help text	Answer	Comments
	similar concept applies to.	and regulated to offer accounting services within their competence)	
4.8.	<b>Ethical Behavior Resolution</b>		
4.8.1.	<p><i>Identifying and Resolving Unethical Behavior</i></p> <p>Are there specific requirements and guidance provided to assist your members in identifying and resolving ethical matters? Select all of the answer option that are appropriate.</p>	<p>1 <input checked="" type="checkbox"/> Yes, our organization has developed requirements for identifying and resolving ethical matters</p> <p>2 <input type="checkbox"/> Yes, government, regulatory, or oversight bodies have developed requirements for identifying and resolving ethical matters</p> <p>3 <input type="checkbox"/> No, there is no such requirements or guidance</p>	
4.8.2.	<p><i>MB and Ethical Conflict Resolution</i></p> <p>Are the ethical conflict resolution requirements and guidance adopted from the IFAC Code or similar / equivalent to the guidance in the Code? Select the answer option that is the most appropriate.</p>	<p>1 <input type="radio"/> Yes, the requirements and guidance are adopted from the IFAC Code</p> <p>2 <input type="radio"/> Yes, the IFAC Code was used as a model in developing the requirements</p> <p>3 <input checked="" type="radio"/> Yes, the requirements are similar / equivalent to the</p>	

Number	Question Title/Text/Help text	Answer	Comments
		4○	IFAC Code No, the requirements differ from the IFAC Code
4.9.	<b>Independence and Threats So Significant</b>		
4.9.1.	<p data-bbox="353 426 936 826"><i>Provisions and Threats to Independence</i> The "SMO 4: Provisions Relating to Threats to Independence" report refers to specific provisions of Section 290 of the revised IFAC Code of Ethics that are currently in effect. Section 290 requires members of assurance teams, firms, and when applicable, network firms be independent of assurance clients and describes specific circumstances that may give rise to threats to independence.</p> <p data-bbox="353 868 936 1268">Where Section 290 is applicable to your members, the <a href="SMO 4 Comparison of Threats to Independence.doc">SMO 4: Provisions Relating to Threats to Independence report</a> should be completed and submitted to Compliance Staff. Alternatively, where this information is available in another format it can be submitted instead of the report. Select the option below to confirm the information to be submitted.</p> <p data-bbox="353 1310 936 1382"><b>Help text:</b> Section 290 of the revised Code of Ethics is</p>	1○	<p data-bbox="1032 426 1384 644">Our organization will complete the "SMO 4: Provisions Relating to Threats to Independence" report</p> <p data-bbox="1032 1310 1384 1382">2○ Our members provide assurance services; however,</p>

Number	Question Title/Text/Help text	Answer	Comments
	currently in effect. Section 290 describes specific provisions that may give rise to threats to independence that are so significant, no safeguards are available to reduce the threat to an acceptable level. For some provisions the Code describes the actions that are available to address the threat.	another IFAC member body will complete the "SMO 4; Provisions Relating to Threats to Independence" report or provide the relevant information to Compliance Staff.	
		3 <input checked="" type="radio"/> Our members do not provide assurance services; therefore, Section 290 and the Provisions Relating to Threats to Independence is not applicable to our organization.	
4.10.	<b>National Ethical Requirements - Other</b>		
4.10.1.	<b>National - Prof Accountants</b>		
4.10.1.1.	<i>National Additional - Prof Accountants</i> Are there rules, regulations, laws, or other mandatory ethical requirements established by your organization, government, regulatory or other bodies that your members must comply with but are not addressed in the revised IFAC Code (effective June 30, 2006)?	1 <input type="radio"/> Yes	
		2 <input checked="" type="radio"/> No	
4.10.1.2.	<i>National Conflicts - Prof Accountants</i> Are there principles, concepts, and guidance in the revised IFAC Code (effective June 30, 2006) that conflict with national ethical	1 <input type="radio"/> Yes	

Number	Question Title/Text/Help text	Answer	Comments
	requirements applicable to your requirements?	2 <input checked="" type="radio"/> No	
4.10.2.	<b>National - Public Practice</b>		
4.10.2.1.	<i>National Additional - Public Practice</i> Are there rules, regulations, laws, or other mandatory ethical requirements established by your organization, government, regulatory or other bodies that are applicable to your members who are professional accountants in public practice that are not addressed in the revised IFAC Code (effective June 30, 2006)?	1 <input type="radio"/> Not applicable as our members do not operate as professional accountants in public practice  2 <input type="radio"/> Yes 3 <input checked="" type="radio"/> No	
4.10.2.2.	<i>National Conflicts - Public Practice</i> Are there principles, concepts, and guidance in the revised IFAC Code (effective June 30, 2006) that conflict with national ethical requirements applicable to your members who are professional accountants in public practice?	1 <input type="radio"/> Not applicable as our members do not operate as professional accountants in public practice  2 <input type="radio"/> Yes 3 <input checked="" type="radio"/> No	
4.10.3.	<b>National - Business</b>		
4.10.3.1.	<i>National Additional - Business</i> Are there rules, regulations, laws, or other mandatory ethical requirements established by your organization, government, regulatory or other bodies that are applicable	1 <input type="radio"/> Not applicable as our members do not operate as professional accountants employed in business	

Number	Question Title/Text/Help text	Answer	Comments
	to your members who are professional accountants in business that are not addressed in the revised IFAC Code (effective June 30, 2006)?	<input type="radio"/> Yes <input checked="" type="radio"/> No	
4.10.3.2.	<i>National Conflicts - Business</i> Are there principles, concepts, and guidance in the revised IFAC Code (effective June 30, 2006) that conflict with national ethical requirements applicable to your members who are professional accountants employed in business?	<input type="radio"/> Not applicable as our members do not operate as professional accountants employed in business  <input type="radio"/> Yes <input checked="" type="radio"/> No	
4.11.	<i>Translation of IFAC Code</i> Has your organization or others (e.g. government or regulatory body) translated the IFAC Code (in effect) or earlier versions of the Code? Select all the answer options that are appropriate.	<input checked="" type="checkbox"/> No, as English is an official language or widely spoken language  <input type="checkbox"/> Yes, our organization has translated the IFAC Code <input type="checkbox"/> Yes, a government, regulatory, or other body has translated the IFAC Code <input type="checkbox"/> No, the IFAC Code has not been translated and English is not an official language or widely spoken language	

Number	Question Title/Text/Help text	Answer	Comments
4.15.	<p><i>Activities to Promote IFAC Code of Ethics</i> Please describe the activities your organization undertakes to promote and assist in implementing the pronouncements (e.g. IFAC Code of Ethics) and work of IFAC's International Ethics Standards Board for Accountants.</p>	<p>The AAT publicises the Board's work in its magazine and newsletters. The AAT responds to the Board's consultations and took part in its consultative forum.</p>	
5.	<b>SMO 5</b>		
5.1.	<p><i>Public Sector Accounting Standards - Objective</i> Has the federal government / national government established convergence with International Public Sector Accounting Standards (IPSASs) as an objective?</p>	<p>1 <input type="radio"/> Yes  2 <input type="radio"/> No 3 <input checked="" type="radio"/> Information is not available or not known</p>	<p>The AAT has nothing to add to the comments of the UK's full members of IFAC</p>
5.4.	<p><i>Activities to Promote IPSASB Pronouncements</i> Please describe the activities your organization undertakes to promote pronouncements issued by the International Public Sector Accounting Standards Board. Please provide an explanation where such activities have not been undertaken because they are not within the scope of your organization's objectives or work program.</p>	<p>The AAT's members are not likely to be undertaking responsibilities in this area and where they are it would be under the supervision of a senior qualified professional accountant.</p>	

Number	Question Title/Text/Help text	Answer	Comments
6.	<b>SMO 6</b>		
6.1.	<i>Investigation and Discipline Program</i> In your jurisdiction is there a program for investigating and disciplining members of your organization for misconduct, including breaches of professional standards and rules?	1Ⓐ Yes  2Ⓐ No	
6.3.	<b>Responsibility for Investigation and Discipline</b>		
6.3.1.	<i>Body Responsible for Investigation and Discipline</i> Is your organization responsible for investigation and discipline of misconduct, including breaches of professional standards and rules by its individual members (and, if local laws and practices permit, by firms)? Select the answer option that is most appropriate.	1Ⓐ Yes, our organization has this responsibility  2Ⓐ No, responsibility for investigation and discipline rests solely with an external body  3Ⓐ Our organization shares responsibility for investigation and discipline with an external body  4Ⓐ Other	
6.5.	<b>SMO 6 - Detailed Assessment</b>		

Number	Question Title/Text/Help text	Answer	Comments
6.5.1.	<b>Rules and Procedures for Investigation and Discipline</b>		
6.5.1.1.	<i>Rules and Procedures</i> Does your organization establish in its constitution or rules the provisions and processes for the investigating and disciplining your members?	1 <input checked="" type="radio"/> Yes  2 <input type="radio"/> No	
6.5.1.3.	<i>Misconduct</i> In your jurisdiction, which of the following are considered "misconduct" as described in SMO 6 paragraph 4? Select all the answer options that are appropriate.	1 <input checked="" type="checkbox"/> Criminal activity  2 <input checked="" type="checkbox"/> Acts or omissions likely to bring the accountancy profession into disrepute 3 <input checked="" type="checkbox"/> Breaches of professional standards 4 <input checked="" type="checkbox"/> Breaches of ethical requirements 5 <input checked="" type="checkbox"/> Gross professional negligence 6 <input checked="" type="checkbox"/> A number of less serious instances of professional negligence that, cumulatively, may indicate unfitness to exercise practicing rights 7 <input checked="" type="checkbox"/> Unsatisfactory work 8 <input type="checkbox"/> Other (please describe)	
6.5.2.	<i>Types of Sanctions</i> Which of the following actions can be	1 <input checked="" type="checkbox"/> Reprimand	



Number	Question Title/Text/Help text	Answer	Comments
	imposed by those who judge such issues: Select all the answer options that are appropriate.	<p>2 <input checked="" type="checkbox"/> Loss or restriction of practice rights</p> <p>3 <input checked="" type="checkbox"/> Fine/payment of costs</p> <p>4 <input checked="" type="checkbox"/> Loss of professional title (designation)</p> <p>5 <input checked="" type="checkbox"/> Exclusion from membership</p> <p>6 <input type="checkbox"/> Other (please describe)</p>	
6.5.3.	<b>Provision of Information and Guidance to Members</b>		
6.5.3.1.	<p><i>Information and Guidance</i></p> <p>Does your organization make each member fully aware of:</p> <p>- All provisions of the ethical code and other applicable professional standards, rules and requirements (and any amendments), whether issued by IFAC or at the national level by the member body and</p> <p>- Consequences of non-compliance?</p>	<p>1 <input checked="" type="radio"/> Yes</p> <p>2 <input type="radio"/> No</p>	
6.5.3.2.	<p><i>Information and Guidance Description</i></p> <p>Provide a brief description of how your organization meets this requirement of SMO 6.</p>	Members are made aware of the disciplinary procedures of the AAT. There is provision in the Articles of Association for the investigation and discipline of	

Number	Question Title/Text/Help text	Answer	Comments
		<p>misconduct. Detailed disciplinary procedures are published by the AAT. The AAT complies with legal disclosure requirements. The AAT undertakes a thorough investigation process based on information or complaints. The AAT employs a specialist Conduct and Compliance team to implement the disciplinary process. The team administers the process and tracks progress. The AAT empanels individuals to serve on disciplinary tribunals. The panels are made up of lay and non lay independent members. The AAT provides training for panel members. The AAT implements procedures to maintain confidentiality at all stages. Records of proceedings are kept. The outcome of disciplinary proceedings are reported in the AAT's magazine.</p>	
6.5.4.	<b>Obligations to Report to Outside Bodies</b>		
6.5.4.1.	<p><i>Reporting to Outside Bodies</i> Is your organization obligated under local laws to report possible involvement in serious crimes and offences by its individual members or member firms to the appropriate</p>	1 <input checked="" type="radio"/> Yes	

Number	Question Title/Text/Help text	Answer	Comments
	public authority and disclose related information to that authority?	2 <input type="radio"/> No	
6.5.5.	<i>Approach to Proceedings</i> What type of approach does your organization use to initiate investigation and discipline proceedings? Select all the answer options that are appropriate.	1 <input checked="" type="checkbox"/> Information-based 2 <input checked="" type="checkbox"/> Complaints-based 3 <input type="checkbox"/> Other (please describe) 4 <input type="checkbox"/> None of the above	
6.5.6.	<b>Investigative Powers and Processes</b>		
6.5.6.1.	<i>Powers</i> Does your organization have all required powers so that authorized personnel can carry out an effective investigation?	1 <input checked="" type="radio"/> Yes 2 <input type="radio"/> No	
6.5.6.3.	<i>Cooperation of Members</i> Do the powers to carry out an effective investigation include: Select all the answer options that are appropriate.	1 <input checked="" type="checkbox"/> A requirement for members (and member firms) to co-operate in the investigation of complaints and to respond promptly to all communications from the member body 2 <input checked="" type="checkbox"/> Provision for sanctions in the event of failure to comply 3 <input type="checkbox"/> None of the above	

Number	Question Title/Text/Help text	Answer	Comments
6.5.6.6.	<p><i>Expertise and Resource</i></p> <p>Does your organization maintain appropriate expertise and adequate financial and other resources to enable timely investigative and disciplinary action?</p>	<p>1 <input checked="" type="radio"/> Yes (please describe)</p> <p>2 <input type="radio"/> No</p>	<p>The AAT employs a specialist Conduct and Compliance team all of whom are appropriately trained, experienced, and qualified. AAT devotes the necessary resources to enable timely disciplinary action. The investigative and disciplinary processes are overseen by a policy board set up by AAT's Council composed of Council members: the Regulation and Compliance Board.</p>
6.5.6.8.	<p><i>Independence and Subject of Investigation</i></p> <p>Does your organization in all cases, confirm at the start of the investigation that any individual chosen to assist in an investigation is independent from (a) the subject of the investigation, and (b) anyone connected with or interested in the matter investigated?</p> <p><b>Help text:</b> If a conflict exists at the start of an investigation, or arises during the investigation, the chosen individual should immediately withdraw. Similar</p>	<p>1 <input checked="" type="radio"/> Yes</p> <p>2 <input type="radio"/> No</p>	

Number	Question Title/Text/Help text	Answer	Comments
	considerations apply equally to anyone else connected with the investigation and hearing of cases.		
6.5.6.10.	<i>Infrastructure</i> Which of the following best describes your organization's investigation and discipline infrastructure? Select all the answer options that are appropriate.	<p>1 <input checked="" type="radio"/> One committee/panel to investigate the complaint and a separate committee/tribunal to administer disciplinary action</p> <p>2 <input type="radio"/> A single committee/panel to conduct the investigation and administer disciplinary action.</p> <p>3 <input type="radio"/> Other</p>	There is also a process for appeals against the disciplinary panel's decision.
6.5.6.12.	<i>Independent Review</i> Has your organization established and does it maintain a process for the independent review of complaints by clients and others where it has been decided by the investigation committee that the matter will not be referred to a disciplinary hearing?	<p>1 <input checked="" type="radio"/> Yes</p> <p>2 <input type="radio"/> No</p>	
6.5.7.	<b>The Disciplinary Process</b>		
6.5.7.1.	<i>Composition of Tribunal</i> Does the tribunal responsible for the disciplinary hearing contain a balance of professional expertise and outside judgment (e.g., composed of accountants and non-accountants)?	1 <input checked="" type="radio"/> Yes (please describe)	The tribunals arranged comply with UK Human Rights legislation and include a balance of independent lay and non-lay members.

Number	Question Title/Text/Help text	Answer	Comments
		2 <input type="radio"/> No	
6.5.7.3.	<i>Conflicts</i> Are members of the investigation committee or the disciplinary tribunal permitted to serve on both at the same time, or in relation to the same case?	1 <input type="radio"/> Yes	
		2 <input checked="" type="radio"/> No	
6.5.7.5.	<i>Independence of Tribunal</i> Briefly describe how the disciplinary tribunal exhibits independence.	All tribunal members are independent. They are lay and non-lay members. The Chair of the tribunal is also independent.	
6.5.7.6.	<i>Appeals Process</i> Does your organization's rules:  Select all the answer options that are appropriate.	1 <input checked="" type="checkbox"/> Permit a qualified lawyer or other person chosen by the defendant to accompany and represent the defendant at all disciplinary hearings and to advise him or her throughout the investigative and disciplinary process 2 <input checked="" type="checkbox"/> Permit the defendant to appeal the conviction and any imposed sanction 3 <input type="checkbox"/> Permit any order made against the defendant to be suspended by the tribunal that convicted the defendant,	

Number	Question Title/Text/Help text	Answer	Comments
		<p>pending the hearing of that appeal</p> <p>4 <input checked="" type="checkbox"/> Prohibit the appeal tribunal from including a prosecutor or a member of the first tribunal, or any other individual who was concerned with the original conviction</p> <p>5 <input type="checkbox"/> Require that the same procedures apply to the appeal process as apply to hearings before the disciplinary tribunal</p> <p>6 <input type="checkbox"/> None of the above</p>	
6.5.7.7.	<p><i>Appeals Process Follow Up</i> Please explain why your organization has not established the rules that were not selected.</p>	<p>Any appeal against a decision of the disciplinary tribunal would be by judicial review. We have not so far ever had such an appeal and so this specific point has not been explicitly covered in the regulations. This rule does however already apply between the investigations and disciplinary stages of our process. We have noted this for further consideration.</p>	
6.5.8.	<b>Administrative Processes</b>		
6.5.8.1.	<i>Elements of Administrative Processes</i>		

Number	Question Title/Text/Help text	Answer	Comments
	<p>As a part of Investigation and Discipline administrative processes does your organization:</p> <p>Select all the answer options that are appropriate.</p>	<p>1 <input checked="" type="checkbox"/> Establish time limits for disposal (completion) of all cases</p> <p>2 <input checked="" type="checkbox"/> Maintain and operate tracking mechanisms, to ensure that all investigations and prosecutions are promptly handled, and that all necessary action is taken at the appropriate stage</p> <p>3 <input checked="" type="checkbox"/> Maintain a procedure requiring (a) notification to all persons employed or otherwise participating in the investigative and disciplinary processes (or having access to information concerning such processes) of the importance of maintaining confidentiality, and (b) a binding agreement to maintain that confidentiality</p> <p>4 <input checked="" type="checkbox"/> Maintain secure and confidential facilities for the storage of case papers and other evidence</p> <p>5 <input checked="" type="checkbox"/> Maintain records of all</p>	



Number	Question Title/Text/Help text	Answer	Comments
		<p>investigation and disciplinary proceedings</p> <p><input type="checkbox"/> None of the above</p>	
6.5.8.3.	<b>Case Numbers</b>		
6.5.8.3.1.	<p><i>2005 Heard Case Numbers</i></p> <p>Indicate the number of cases heard in 2005.</p>	40	This indicates the number of cases reaching an Investigations Tribunal of which 6 were appealed to a Disiplinary Tribunal
6.5.8.3.2.	<p><i>2004 Heard Case Numbers</i></p> <p>Indicate the number of cases heard in 2004.</p>	24	This indicates the number of cases reaching an Investigations Tribunal of which 7 were appealed to a Disiplinary Tribunal
6.5.8.3.3.	<p><i>2003 Heard Case Numbers</i></p> <p>Indicate the number of cases heard in 2003.</p>	27	This indicates the number of cases reaching an Investigations Tribunal of which 3 were appealed to a Disiplinary Tribunal
6.5.8.3.4.	<p><i>2005 Completed Case Numbers</i></p> <p>Indicate the number of cases completed in 2005.</p>	302	This represents the total of cases completed not just those that went to a tribunal hearing. Many cases are

Number	Question Title/Text/Help text	Answer	Comments
			settled after investigation by means of consent orders imposing a penalty with the consent of the member.
6.5.8.3.5.	<i>2004 Completed Case Numbers</i> Indicate the number of cases completed in 2004.	225	This represents the total of cases completed not just those that went to a tribunal hearing. Many cases are settled after investigation by means of consent orders imposing a penalty with the consent of the member.
6.5.8.3.6.	<i>2003 Completed Case Numbers</i> Indicate the number of cases completed in 2003.	144	This represents the total of cases completed not just those that went to a tribunal hearing. Many cases are settled after investigation by means of consent orders imposing a penalty with the consent of the member.
6.5.8.3.7.	<i>Average time required for disposal of cases</i> Indicate the average time (in months) required for the disposal (completion) of a case. This number should include both the time spent on (a) the investigation of the	3	

Number	Question Title/Text/Help text	Answer	Comments
	complaints and (b) the disciplinary proceedings.		
7.	<b>SMO 7</b>		
7.1.	<p><i>Accounting Standards in Law/Regulation</i> Does law or regulation establish the set of accounting standards to be used for preparation of financial statements of private sector listed entities and non-listed entities? Select all the answer options that are appropriate.</p> <p>Where the law / regulation establishes the accounting standards to be used by reference to the set of standards to be used by their name or by including the text of the standards in the law / regulation, please respond "yes" to this question. Section 7.8. of this module includes questions about the law / regulation.</p> <p>Where the law / regulation gives authority to a national standard-setter to establish the accounting standards, please respond "no". Section 7.2. of this module includes questions about the standard-setter and the accounting standards that are established.</p>	<p>1 <input checked="" type="checkbox"/> Yes, for financial statements of listed entities</p> <p>2 <input type="checkbox"/> Yes, for financial statements of non-listed entities</p> <p>3 <input type="checkbox"/> No, for financial statements</p>	<p>The UK members of IFAC provide a fully authoritative response for this section.</p> <p>UK law permits non listed entities to use IFRS or UK standards published by UK standard setter.</p>

Number	Question Title/Text/Help text	Answer	Comments
		of listed entities 4☑ No, for financial statements of non-listed entities	
7.2.	<b>Responsibility for Private Sector Accounting Standards</b>		
7.2.4.	<i>Standard-Setter - Non-Listed SMO 7</i> Who has the authority establishing the accounting standards for non-listed entities?	1○ Our organization  2○ Another IFAC member body 3○ Joint process between our organization and another IFAC member body 4Ⓞ Another organization	
7.2.5.	<i>Non-Listed Entities - Other SMO 7</i> State the organization's name that is responsible for establishing accounting standards for non-listed entities.	Accounting Standards Board (ASB) of the Financial Reporting Council (FRC)	
7.7.	<b>Other Organization Standard-Setter SMO 7</b>		
7.7.3.	<i>Non-Listed Entity Standard-Setter SMO 7</i> For non-listed entities, has the standard-setter established convergence of national accounting standards with IFRSs and other IASB pronouncements? Select the answer option that is most appropriate.	1○ Standard-setter's convergence objectives are not known  2Ⓞ Standard-setter has established convergence as a formal objective	

Number	Question Title/Text/Help text	Answer	Comments
		3○ Standard-setter has not established convergence as a formal objective	
7.7.4.	<b>Convergence Established - Standard-Setter SMO 7</b>		
7.7.4.1.	<p><i>Standard-Setter Amendments SMO 7</i></p> <p>Has the standard-setter issued information that describes differences between the IFRSs, other IASB pronouncements and national standards including:</p> <p>IFRSs and other IASB pronouncements in effect as at September 30, 2005 that have been adopted or compared with a similar or equivalent national standard or pronouncement; The effective date of national standard or pronouncement where it differs from the IFRS or other IASB pronouncement; The differences between the IFRS or other IASB pronouncement and the similar or equivalent national standard and pronouncement; and The reasons for the differences?</p>	<p>1○ Yes</p> <p>2○ No</p>	See ICAEW response for additional information.
7.7.4.2.	<p><i>Submit Information - Standard-Setter SMO 7</i></p> <p>If the standard-setter has issued information about differences between IFRSs and other IASB pronouncements and the national</p>	<p>1○ Yes, information is available for standard-setter and in English and will be submitted</p>	Information is available from the Accounting Standards Board <a href="http://www.frc.co.uk/ASB">www.frc.co.uk/ASB</a>

Number	Question Title/Text/Help text	Answer	Comments
	<p>standards and it is available in English, indicate this in your response and submit a copy of the information to Compliance Staff.</p> <p>If this information is not available, refer to the <a href="SMO 7 Comparison with IASB Pronouncements.doc">SMO 7: Comparison with IASB Pronouncements</a> report by clicking on the link and complete it to the extent your organization is able to and submit it in Word format to Compliance Staff.</p> <p>Indicate whether your organization will be submitting available information or the "SMO 7: Comparison with IASB Pronouncements" report.</p>	to Compliance Staff	<p>2○ No, information is not available from standard-setter; however our organization or jointly with another IFAC member / associate will complete the "SMO 7: Comparison with IASB Pronouncements" and submit it to Compliance Staff</p> <p>3○ No, information is not available</p>
7.8.	<b>Law/Reg and Accounting Standards</b>		

Number	Question Title/Text/Help text	Answer	Comments
7.8.3.	<p><i>Accounting Standards for Listed</i> Does the law/regulation require the use of International Financial Reporting Standards issued by the International Accounting Standards Board for preparation of financial statements of listed entities? Select the answer option that is most appropriate.</p>	<p>1 <input checked="" type="radio"/> The law/regulation simply refers to International Financial Reporting Standards as the accounting standards (without bringing in the full or partial text of individual IFRSs)</p> <p>2 <input type="radio"/> For listed entities, the law/regulation contains the full text of each IFRS</p> <p>3 <input type="radio"/> For listed entities, the law/regulation contains the main principles of the IFRSs</p> <p>4 <input type="radio"/> For listed entities, the law / regulation has a requirement to use IFRSs using another approach (please describe)</p> <p>5 <input type="radio"/> For listed entities, the law / regulation requires the use of national standards with no reference to IFRSs</p>	
7.8.9.	<p><i>MB Responsibilities and IASB SMO 7</i> Does your organization have responsibility for any of the following activities? Select all the answer options that are appropriate.</p>	<p>1 <input type="checkbox"/> Develop other authoritative pronouncements</p> <p>2 <input type="checkbox"/> Promulgate the IFRSs established by law / regulation (e.g. by publishing or communicating</p>	

Number	Question Title/Text/Help text	Answer	Comments
		the standards to the public) 3 <input type="checkbox"/> Other (please describe) 4 <input checked="" type="checkbox"/> None of the above	
7.8.12.	<i>Other Organization SMO 7</i> Do any of the following organizations have responsibility for developing or implementing the accounting standards established in law / regulation?	1 <input type="radio"/> Another IFAC member body(ies)  2 <input type="radio"/> Government or regulatory body 3 <input type="radio"/> Non-IFAC professional body 4 <input checked="" type="radio"/> Other organization	IASB develops IFRS which have to be endorsed by the European Commission for implementation by UK listed companies
7.9.	<b>Law/Reg and IASB Pronouncements</b>		
7.9.1.	<i>Incorporation into Law/Reg SMO 7</i> Is information publicly available about IFRSs and other IASB pronouncements that have been established into law/regulation, including:  IFRSs and other IASB pronouncements that have been established into law / regulation; Whether the IFRS or IASB pronouncement established into law / regulation is the version in effect as at September 30, 2005; The effective date set by law / regulation where it differs from the IFRS or IASB pronouncement; The differences between IFRSs and IASB pronouncements and what was established	1 <input checked="" type="radio"/> Yes	



Number	Question Title/Text/Help text	Answer	Comments
	<p>into law / regulation; and The reasons for the differences?</p>	20 No	
7.9.2.	<p><i>Incorporation Description - Law/Reg SMO 7</i></p> <p>If the information about the status of IFRSs and other IASB pronouncements that have been established into law is available in English, indicate this in your response and submit a copy of the information to Compliance Staff.</p> <p>If this information is not available, complete the <a href="SMO 7 Comparison with IASB Pronouncements.doc">SMO 7: Comparison with IASB Pronouncements</a> report and submit it in Word format to Compliance Staff.</p> <p>Indicate whether your organization will be submitting available information or the "SMO 7: Comparison with IASB Pronouncements" report.</p>	<p>10 Yes, information is available and in English and will be submitted to Compliance Staff</p> <p>20 No, information is not available; however our organization or jointly with another IFAC member / associate will complete the "SMO 7: Comparison with IASB Pronouncements" and</p>	<p>The status of IASB pronouncements in respect of listed companies is common throughout the EU and can be found on the EU website. ICAEW has indicated that it can provide further information on request.</p>

Number	Question Title/Text/Help text	Answer	Comments
		3○ No, information is not available	submit it to Compliance Staff
7.10.	<b>Translation SMO 7</b>		
7.10.1.	<i>Translation of IFRSs</i> Are the IFRSs and other IASB pronouncements translated into national language?	1⊙ No, as English is an official language or widely spoken language 2○ Yes, the IFRSs are translated 3○ No and English is not an official language or is not widely spoken	
7.11.	<i>Promotion Activities SMO 7</i> Please describe the activities your organization undertakes to promote and assist in the implementation of IFRSs and other IASB pronouncements and activities.	In so far as IFRSs and IASB pronouncements impact on accounting technicians the AAT promotes them through its magazine and newsletters, CPD courses, website and by modifications to its qualification content.  From 2012 AAT will use IFRS terminology only in its assessments.  AAT publishes its responses to IASB consultations on its website.	
8.	<b>Certification of Chief Executive</b>		

Number	Question Title/Text/Help text	Answer	Comments
8.1.	<p><i>Complete Certification</i> Once all required questions have been completed, the Certification of Chief Executive should be signed and submitted to Compliance Staff. Click <a href="#">Part 2 SMO Self Assessment Certification.doc</a> here to download a copy of the Certification form.</p>	<p>1 <input checked="" type="checkbox"/> Yes, the Certification of Chief Executive has been submitted</p>	<p>The AAT has not submitted a response for SMO 1 and SMO 3 since its members are not eligible to become registered auditors without undertaking further professional accounting qualifications. On matters relating to UK jurisdiction, the authoritative response will come from the UK full IFAC members. For the same reason, the AAT has not submitted a response to SMO 7 Question 7.1 since the authoritative answer will come from the UK full IFAC members.</p>
		2 <input type="checkbox"/>	