

by the Office to the minister responsible for the administration of legislation respecting the professions. They may also be forwarded to the professional order that adopted the regulation, as well as to the persons, departments and agencies concerned.

JEAN PAUL DUTRISAC,
*Chair of the Office des
professions du Québec*

Regulation to amend the Code of ethics of certified management accountants *

Professional Code
(R.S.Q., c. C-26, s. 87 and s. 94.1)

1. The Code of ethics of certified management accountants is amended by inserting the following section after section 34:

“**34.1** A member must respect the standards of independence defined in the section Code of Ethics for Professional Accountants of the 2008 Handbook of International Auditing, Assurance, and Ethics Pronouncements, published by the International Federation of Accountants, and any subsequent amendments to those standards.”

2. This regulation comes into force on the fifteenth day following the date of its publication in the *Gazette officielle du Québec*.

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Draft Regulation

Professional Code
(R.S.Q., c. C-26)

Certified management accountants — Compulsory continuing education for Québec certified management accountants who hold a public accountancy permit

Notice is hereby given, in accordance with sections 10 and 11 of the Regulations Act (R.S.Q., c. R-18.1), that the “Regulation concerning compulsory continuing

education for Québec certified management accountants who hold a public accountancy permit”, adopted by the Bureau of the Ordre des comptables en management accrédités du Québec, may be submitted to the Government for approval on the expiry of 45 days following this publication. The Government may approve the Regulation with or without amendment.

The object of the Regulation is to specify the continuing education activities that holders of a public accountancy permit must complete, the penalties for failing to complete such activities and, where applicable, the cases in which an exemption may be granted.

According to the Ordre des comptables en management accrédités du Québec, the Regulation will have no effect on businesses, including small and medium-sized businesses.

Further information may be obtained by contacting M^e Julie de Gongre at the Ordre des comptables en management accrédités du Québec, 715, rue du Square-Victoria, 3^e étage, Montréal (Québec) H2Y 2H7; phone: 514 849-1155 or 1 800 263-5390; fax: 514 849-9674; e-mail: j.degongre@cma-quebec.org

Any person having comments to make on the matter is asked to send them in writing, before the expiry of the 45-day period, to the Chair of the Office des professions du Québec, 800, place D’Youville, 10^e étage, Québec (Québec) G1R 5Z3. These comments will be forwarded by the Office to the minister responsible for the administration of legislation respecting the professions. They may also be forwarded to the professional order that adopted the regulation, as well as to the persons, departments and agencies concerned.

JEAN PAUL DUTRISAC,
*Chair of the Office des
professions du Québec*

* The last amendments to the Code of ethics of certified management accountants, approved by Order in Council 672-90 dated 16 May 1990 (1990, *G.O.* 2, 1447), were made by the regulation approved by Order in Council 829-2003 dated 20 August 2003 (2003, *G.O.* 2, 2706). For previous amendments, see the *Tableau des modifications et Index sommaire*, Éditeur officiel du Québec, 2008, updated to 1 March 2008.

Regulation concerning compulsory continuing education for Québec certified management accountants who hold a public accountancy permit

Professional Code
(R.S.Q., c. C-26, s. 187.10.2; 2007, c. 42, s. 3)

DIVISION I CONTINUING EDUCATION

1. All members of the Ordre des comptables en management accrédités du Québec who hold a public accountancy permit, unless exempted under Division IV, must complete in every 3-year reference period at least 120 hours of continuing education activities, including a minimum of 20 hours per reference year. The 120 hours must cover audit engagements, review engagements and other activities relating to public accountancy.

The members must choose the continuing education activities from the activities in the program established by the Order, pursuant to section 4.

The continuing education activities may include:

- (1) taking part in courses organized or offered by the Order, by other professional orders or by similar organizations;
- (2) taking part in courses offered by an educational institution or by specialized institutions recognized by the Order;
- (3) taking part in symposiums, congresses, seminars or conferences;
- (4) taking part in structured training sessions or courses in the workplace;
- (5) taking part in various structured training sessions, such as case studies as part of a technical study group;
- (6) taking part in discussion groups and technical committees;
- (7) acting as a speaker or trainer;
- (8) drafting published articles or papers;
- (9) taking part in research projects;

(10) engaging in a self-learning activity, for example reading articles (up to a maximum of 15 hours per reference year).

2. Every member to whom the Order issues a public accountancy permit after 1 August in a given year must, unless exempted pursuant to Division IV, start to complete continuing education hours on 1 April of the year following the date on which the permit is issued.

DIVISION II FRAMEWORK FOR CONTINUING EDUCATION ACTIVITIES

3. Every continuing education activity must allow members to maintain, update, improve or extend the skills and knowledge required for the practice of public accountancy.

4. The Order shall establish the program of continuing education activities that must be followed by members holding a public accountancy permit. In particular, the Order shall

- (1) fix the date on which the reference period referred to in the first paragraph of section 1 begins and ends;
- (2) determine the continuing education activities which, in accordance with the first paragraph of section 1, form part of the program, along with the persons, bodies, educational institutions or specialized institutions that organize or offer the activities;
- (3) assign a ratio for calculating the admissible duration of each activity as a contribution to the hours required pursuant to section 1, if it differs from the actual duration of the activity.

To determine the activities that form part of the program and, if applicable, the ratio for calculating the admissible duration of an activity, the Order shall consider the following criteria:

- (1) the relevance of the activity;
- (2) the competency and qualifications of the trainer, with respect to the subject of the activity;
- (3) compliance with the continuing education objectives set out in this Regulation;

(4) the fact that the objectives of the continuing education activity are measurable and verifiable.

DIVISION III MONITORING

5. Members shall send to the Order, no later than 30 days after the end of each reference year in a reference period, a duly completed continuing education report using the form supplied by the Order, along with the attestations required by this Regulation, if applicable. The continuing education report must indicate the continuing education activities completed during the reference year, the number of hours completed, or the fact that the member concerned has obtained an exemption under Division IV.

To determine whether a member has met the requirements of this Regulation, the Order may request any relevant and reliable document in addition to the continuing education report, such as supporting documents that identify the activities completed, state their duration and content, name the person who offered the activities and, where applicable, attest to the member's presence or result.

6. The successful completion of a continuing education activity or, if no evaluation is involved, presence at the activity, is the criterion used by the Order to recognize that a continuing education activity has been completed in order to meet the requirements of this Regulation.

However, where the activity does not involve an evaluation and if the member's presence was not required, the Order recognizes that a continuing education activity has been completed if the member states that he or she has acquired sufficient knowledge of the content to apply it professionally.

When the Order determines that a member's presence at continuing education activities is compulsory, presence may be monitored by any means that the Order establishes, such as a presence sheet signed by members.

7. The Order shall forward to members, no later than 180 days after the deadline for filing the report referred to in section 5, a notice specifying any continuing education activities that it does not recognize and the grounds for its decision.

8. A member may ask the committee set up by the Bureau to review the decision made by the Order. The request must be made in writing and submitted within 30 days of receiving the notice provided for in section 7.

The committee set up by the Bureau is formed of persons who were not involved in the decision for which a review is requested.

9. Members must keep the documents supporting the hours declared until 12 months after the end of the reference period.

DIVISION IV EXEMPTIONS

10. A member who has taken part, or intends to take part, in a continuing education activity that is not part of the program, is exempted from taking part in an activity in the program established by the Order if the content of the activity concerned is equivalent to the content of the program activity.

11. Members may obtain an exemption under section 10 by sending to the Order, in writing, a request for recognition of the activity concerned, either 30 days before the scheduled date of the activity or within 60 days of taking part in the activity.

In the latter case, the request must include an attestation of the member's presence at or successful completion of the activity or, where applicable, a record of the member's marks.

The request must be submitted with the following information:

- (1) a description of the continuing education activity concerned;
- (2) the duration of the activity;
- (3) the number of hours of training required by the continuing education activity;
- (4) the name and address of the person, organization or institution responsible for the activity;
- (5) any other information considered relevant to the recognition of the continuing education activity.

12. Members who show that it is impossible for them to take part in the continuing education activities in the program established by the Order are exempted from taking part in those activities for a given reference period.

The fact that a member has been struck off the role or suspended or that the member's right to practice has been restricted by the committee on discipline, the Professions Tribunal or the Bureau does not make it impossible for the member to take part.

The duration of an exemption may not exceed 12 months, but it may be renewed.

13. A member may obtain an exemption under section 12 by applying in writing to the Order, stating the grounds justifying the exemption and including a medical report or any other proof showing that it is impossible for the member to take part in any activity.

14. As soon as the situation making it impossible for a member referred to in the first paragraph of section 12 to take part in any activity, and for which the member has obtained an exemption, ceases, the member must notify the Order in writing and complete the obligations prescribed by this Regulation on the conditions determined by the Order.

DIVISION V PENALTIES

15. The Order shall forward a notice to any member who fails to respect an obligation pertaining to continuing education, stating the obligation that the member has failed to respect, the time period within which the member may correct the failure, and the penalty to which the member is liable.

This time period may not be below 30 days or above 60 days, and begins to run from the date on which the notice is received.

Continuing education hours completed after such a failure may only apply to the reference period during which the failure occurred.

16. The Order shall send a final notice to any member who has not corrected a failure within the time period prescribed by the Order, requiring the member to comply within an additional time period of 15 days from the date on which the final notice is received.

17. When a member does not correct a failure within the time period prescribed pursuant to section 16, the Order shall suspend the member's public accountancy permit and inform the member of the suspension in writing.

18. The public accountancy permit shall remain suspended until the member concerned provides the Order with proof that he or she has met the requirements set out in the notice referred to in section 16, and until the suspension has been lifted by the Order.

SECTION VI FINAL PROVISION

19. This Regulation comes into force on the fifteenth day following the date of its publication in the *Gazette officielle du Québec*.

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Draft Regulation

Professional Code
(R.S.Q., c. C-26)

Certified management accountants — Public accountancy permit

Notice is hereby given, in accordance with sections 10 and 11 of the Regulations Act (R.S.Q., c. R-18.1), that the "Regulation respecting the public accountancy permit of the Ordre des comptables en management accrédités du Québec", adopted by the Bureau of the Ordre des comptables en management accrédités du Québec, may be submitted to the Government for approval on the expiry of 45 days following this publication. The Government may approve the Regulation with or without amendment.

The object of the Regulation is to set standards for the issue and holding of a public accountancy permit applicable to the members of the Ordre des comptables en management accrédités du Québec.

According to the Ordre des comptables en management accrédités du Québec, the Regulation will allow businesses, including small and medium-sized businesses, to engage the services of a certified management accountant holding a public accountancy permit to audit their financial statements.

Further information may be obtained by contacting M^e Julie de Gongre at the Ordre des comptables en management accrédités du Québec, 715, rue du Square-Victoria, 3^e étage, Montréal (Québec) H2Y 2H7; phone: 514 849-1155 or 1 800 263-5390; fax: 514 849-9674; E-mail: j.degongre@cma-quebec.org