

## THE CHARTERD INSTITUTE FOR BUSINESS ACCOUNTANTS NPC

("CIBA")

### SCHEDULE OF OFFENCES AND FINES 2025

	NATURE OF OFFENCE	FIRST OFFENCE	SECOND OFFENCE
1	Holding out as an Accounting Officer, Business Accountant, Certified Business Accountant, or Certified Financial Officer, without the requisite CIBA designation.	<ul style="list-style-type: none"> <li>– A fine of up to R15,000;</li> <li>– Prohibition from applying for the license concerned for a period of 1 (one) year.</li> </ul>	<ul style="list-style-type: none"> <li>– A fine of up to R20,000.</li> </ul>
2	Holding out as a Business Rescue Practitioner or CIBA Tax Practitioner without the requisite CIBA license.	<ul style="list-style-type: none"> <li>– A fine of up to R15,000;</li> <li>– Prohibition from applying for the license concerned for a period of 1 (one) year.</li> </ul>	<ul style="list-style-type: none"> <li>– A fine of up to R20,000.</li> </ul>
3	Holding out as an Auditor (issuing of opinions of financial statements) by CIBA members who are not registered auditors.	<ul style="list-style-type: none"> <li>– A fine up to R15,000.</li> </ul>	<ul style="list-style-type: none"> <li>– Termination of membership.</li> </ul>
4	Withholding requested documentation or access to necessary information, such as Complainant's e-filing profile.	<ul style="list-style-type: none"> <li>– A fine of up to R10,000.</li> </ul>	<ul style="list-style-type: none"> <li>– A fine of up to R15,000.</li> </ul>
5	Failure to deliver services as mandated by agreement and/or that could reasonably be expected of a professional accountant in the circumstances, e.g., negligence or breach of agreement.	<ul style="list-style-type: none"> <li>– A fine of up to R10,000.</li> </ul>	<ul style="list-style-type: none"> <li>– A fine of up to R15,000.</li> </ul>
6	Failure to communicate with the Complainant adequately, regularly, transparently, or at all.	<ul style="list-style-type: none"> <li>– A written warning.</li> </ul>	<ul style="list-style-type: none"> <li>– A fine of up to R5000.</li> </ul>
7	Inappropriate and/or abusive conduct towards the Complainant such as defamation, harassment, insult, etc.	<ul style="list-style-type: none"> <li>– A fine of up to R10,000.</li> </ul>	<ul style="list-style-type: none"> <li>– A fine of up to R15,000.</li> </ul>
8	Breach of confidentiality.	<ul style="list-style-type: none"> <li>– A fine of up to R10,000.</li> </ul>	<ul style="list-style-type: none"> <li>– A fine of up to R15,000.</li> </ul>
9	Gross dishonesty or fraudulent conduct.	<ul style="list-style-type: none"> <li>– No fine, termination of membership.</li> </ul>	<ul style="list-style-type: none"> <li>–</li> </ul>
10	Enrolment and/or completion of a CIBA license without the necessary qualifications.	<ul style="list-style-type: none"> <li>– A fine of up to R15,000</li> </ul>	<ul style="list-style-type: none"> <li>– A fine of up to R15,000.</li> </ul>

This is merely a guide to assist with determining an appropriate fine. CIBA's Disciplinary Committee and officers shall be entitled to deviate from the recommended fines having regard to the facts and findings of each complaint.

Chartered Institute for Business Accountants NPC 1990/005364/08

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