



ARCHITECTURAL INSTITUTE OF BRITISH COLUMBIA

# Proposed AIBC Bylaw Amendments

March 2024

*Note: Proposed amendments are shown in **red font**.*

*Strikeout indicates wording proposed for removal.*

PROPOSED AMENDMENTS	COMMENTS
<b>Definitions</b>	
<p><b>“Discipline Violation”</b> means an admission or determination that a Registrant has committed one or more of Professional Misconduct, Conduct Unbecoming a Registrant, <del>or</del> Incompetent performance of duties, or a breach of the PGA, its regulations or these Bylaws;</p>	Syntax correction
<p><b>“Good Standing”</b> means the state of registration of any Registrant in which all of the following conditions apply:</p> <ul style="list-style-type: none"><li>a) The Registrant is not suspended or under a restriction, term, condition, or limitation of practice that specifically removes the Registrant from Good Standing;</li><li>b) The Registrant is compliant with all Continuing Education System requirements by the Final CES Deadline;</li><li>c) The Registrant is compliant with all applicable Audit and Practice Review requirements;</li></ul>	Definition amended to confirm that payment of Costs (discipline costs) by a Registrant is required to be in Good Standing.

PROPOSED AMENDMENTS	COMMENTS
<p>d) If a Firm Registrant, is in compliance with all Certificate of Practice, professional liability insurance, Firm Continuing Education, and Firm Update requirements; and</p> <p>e) The Registrant has no Fees <b>or Costs</b> owing to the AIBC that are past due.</p>	
<p><b>Governance</b></p>	
<p><b>Board: General</b></p> <p>2.7 The Board must establish and Publish:</p> <p>2.7.1 a Board Code of Conduct and <del>Council</del> <b>Administrative Guidelines for Board</b> Conflict of Interest <del>Administrative Guidelines</del>; and</p> <p>2.7.2 Board Policy on duties and responsibilities of Board Members.</p> <p><i>[See Schedule C: Board Code of Conduct]</i></p> <p><i>[See Schedule D: <b>Administrative Guidelines for Board</b> Conflict of Interest <del>Administrative Guidelines</del>]</i></p>	<p>Change reference from council to board and change placement of “Administrative Guidelines” to the beginning of the title for consistency with other documents.</p>
<p><b>Board Advisory Groups</b></p> <p>2.99 The Board may establish Board Advisory Groups <b>and related bodies</b> to assist the AIBC on any matter related to professional regulation or governance.</p>	<p>Added “and related bodies” so the Board has the ability to create task forces, etc.</p>

PROPOSED AMENDMENTS	COMMENTS
<p><b>AIBC Seal</b></p> <p>2.111 The AIBC seal must be affixed by the Registrar only to documents <b>authorized by the Board or as</b> required by law, or <b>used</b> as otherwise authorized by the Board.</p>	<p>Amendments provide clarity when the AIBC seal can be used (allows for its use for graphic purposes beyond use on documents, for example, with the Board’s approval).</p>
<p><b>Committees</b></p>	
<p>Quorum and Meetings</p> <p>3.22 Committees may pass electronic resolutions, including by email or other platform, if in the Committee chair’s discretion, the electronic resolution relates to a non-substantive decision that is:</p> <p>3.22.1 of a routine nature; or</p> <p>3.22.2 a procedural or administrative matter not requiring discussion; and</p> <p>the resolution is passed by unanimous vote, except that failure by any Committee member to respond within the time period set by the Committee Chair is considered a vote in favour of the resolution.</p>	<p>New bylaws provide authority for Committees to pass electronic resolutions for non-substantive decisions (sometimes known as ‘resolutions in writing’).</p>
<p>3.23 The electronic resolution and the voting outcome must be included in the minutes of the first Committee meeting after its consideration.</p>	

PROPOSED AMENDMENTS	COMMENTS
<p>3.24 Despite Bylaw 3.22, if at any time prior to the end of the voting period, any Committee member requests in writing to the Committee Chair that a proposed electronic resolution be directed to a Committee meeting, such decision must only be made at a meeting.</p>	
<p><b>Registration and Licensing</b></p>	
<p><b>Individual and Firm Registrant Applications</b></p> <p>4.1 The Board authorizes the Credentials Committee to undertake one or more of the following:</p> <p>4.1.1 receive and review applications from Individual and Firm Registrants for enrolment, admissions or reinstatement;</p> <p>4.1.2 grant such applications;</p> <p>4.1.3 grant such applications subject to conditions or limitations on registration to the extent permitted under the <del>Administrative Guidelines</del> <b>Administrative Guidelines for Conditional Registration</b> in Schedule G to these Bylaws;</p> <p>4.1.4 reject such applications, with written reasons; and</p> <p>4.1.5 exercise the powers of the Board, except in relation to any bylaw-making power, under PGA sections 45(2) [<i>varying conditions and limitations</i>], 47(3) [<i>Labour Mobility Act/ trade agreement admissions</i>], and 66(2)(a)(i) and (ii) [<i>rejecting applicants convicted of an indictable offence</i>].</p>	<p>Name change– move ‘Administrative Guidelines’ to the beginning of the title for consistency with other documents.</p>

PROPOSED AMENDMENTS	COMMENTS
<p><b>Reinstatement of Former Registrant – Specific Requirements</b></p> <p>4.25 Except for CES Participants seeking reinstatement after suspension for CES non-compliance under these Bylaws, a Former Registrant who is an Individual Registrant may be reinstated as a Registrant within the applicable category or subcategory of Registrants by making application to the Credentials Committee and:</p> <p>4.25.1 satisfying the requirements in Bylaw 4.16;</p> <p>4.25.2 successfully completing any additional examinations, courses, professional experience or other upgrading of skills, knowledge or abilities that the Credentials Committee considers necessary; <del>and</del></p> <p>4.25.3 for Former Registrants seeking reinstatement as Architects who have not engaged in the Regulated Practice for three or more years, completing a reinstatement interview in accordance with guidelines established by the Credentials Committee; and</p> <p>4.25.4 for Former Registrants seeking reinstatement as Architectural Technologists who have not been registered with the AIBC for three or more years, successfully completing the Architectural Technologist examination.</p>	<p>New bylaw provides authority for an examination as part of the reinstatement process for Architectural Technologists who have not been registered with the AIBC for three or more years.</p>

PROPOSED AMENDMENTS	COMMENTS
<p><b>Admission of Firm Registrants</b></p> <p>4.30 Each Firm Registrant must designate at least one Architect employed by or contracted to that Firm to act as a Firm Representative, <b>which Architect must be:</b></p> <p>4.30.1 employed by or contracted to that Firm;</p> <p>4.30.2 in the case of a Sole Proprietorship, the owner of the sole proprietorship; or</p> <p>4.30.3 in the case of an Architectural Corporation owned by one Architect, that owner</p> <p>unless another eligible Architect is designated by the Firm Registrant.</p>	<p>Amendments clarify the requirements for Firm Representatives for sole proprietorships and one-Architect owned Architectural Corporations.</p>
<p><b>Renewal of Registration</b></p> <p>4.67 The Board must establish <b>Administrative Guidelines for Fee Waivers</b> <del>Administrative Guidelines</del> in relation to annual Fee waiver applications for any Registrant category or subcategory.</p> <p>[See Schedule N: <i>Administrative Guidelines for Fee Waivers</i> <del>Administrative Guidelines</del>.]</p>	<p>Name change– move ‘Administrative Guidelines’ to the beginning of the title for consistency with other documents.</p>

PROPOSED AMENDMENTS	COMMENTS
<b>Professional Practice and Services</b>	
<p><b>Continuing Education System (“CES”) for CES Participants</b></p> <p>5.13 The Board Rules for the AIBC Continuing Education System must include, but are not limited to:</p> <ul style="list-style-type: none"> <li>5.13.1 minimum requirements related to Indigenous reconciliation;</li> <li>5.13.2 provisions for the reporting of continuing education by CES Participants registered in other Canadian jurisdictions;</li> <li>5.13.3 provisions for any extensions, variations, or exemptions related to the CES requirements;</li> <li>5.13.4 provisions related to a documentation audit by the AIBC of CES Participants;</li> <li>5.13.5 provisions describing the types of learning activities that may qualify for Core or Non-Core LUs; <del>and</del></li> <li>5.13.6 provisions related to how CES Participants earn and report LUs; <b>and</b></li> <li>5.13.7 <b>provisions related to the reinstatement of CES Participants.</b></li> </ul>	<p>Amendment requires CES Board Rules (Schedule P) to include provisions related to reinstatement of CES Participants (Architects, Intern Architects and Architectural Technologists).</p>

PROPOSED AMENDMENTS	COMMENTS
<p><b>Continuing Education for Firm Registrants</b></p> <p>5.26 The Firm Continuing Education requirements may be different for Firms of different sizes and registration categories, but for all Firms must include at least requirements for:</p> <p>5.26.1 completion by all Firm Registrants of an AIBC-specified course no later than July 1, 2026;</p> <p>5.26.2 <b>confirmation of completion by, all new Firm Registrant applicants as of January 1, 2025, registered after July 1, 2024, of an AIBC-specified course within 90 days of as a pre-requisite for issuance of a their Certificate of Practice;</b></p> <p>5.26.3 preparation of a Professional Practice Management Plan as described and by the date in 2025 specified in Board Rules: Firm Continuing Education Requirements; and</p> <p>5.26.4 development and delivery of a continuing education program by the Firm Registrant by the date specified in the Board Rules.</p>	<p>Amendments clarify that as of January 1, 2025, Firm Registrant applicants must take an AIBC-specified course as a prerequisite for issuance of their Certificate of Practice. Previous (current bylaw) approach was to register/issue CoP and give time to take course. Enforcement/compliance concerns suggest pre-requisite is preferable.</p>
<p><b>5.27 The Firm Continuing Education Requirements established in Bylaws 5.25 and 5.26 do not apply to an Inactive Architectural Firm.</b></p>	<p>New Bylaw confirms that Firm continuing education does not apply to Inactive Architectural Firms.</p>

PROPOSED AMENDMENTS	COMMENTS
<b>Complaints and Investigations</b>	
<p><b>Investigation Committee Action</b></p> <p>6.12 Within 45 days of receiving the Intake Report from the Registrar pursuant to Bylaw 6.8, the Investigation Committee must:</p> <p>6.12.1 initiate an investigation;</p> <p>6.12.2 decline to investigate the Complaint, <b>having regard to the grounds in Bylaws 6.9.1-6.9.3 or to another public interest basis for not investigating;</b></p> <p>6.12.3 <b>decline to investigate the Complaint under Bylaw 6.12.2 and provide a letter of recommendation to the Respondent on how to improve their practice or conduct.</b></p> <p>6.12.4 forgo an investigation and direct a Citation be issued pursuant to Section 66(1)(d) of the PGA; or</p> <p>6.12.5 take any action in Bylaw 6.14.1 <del>and 6.1.4.2.</del></p>	<p>Amendments provide a stronger foundation and public interest basis for the Investigation Committee in deciding when not to investigate a complaint</p>
<p>6.13 If within 45 days of <b>reviewing</b> <del>receiving</del> the Intake Report <b>at a meeting</b>, the Investigation Committee does not take action as required in Bylaw 6.12, the Complainant and Respondent must be notified in writing of the delay and provided with an estimated time for such action.</p>	<p>Amendments clarify when the ‘clock starts’ for notifying parties about delay after the Investigation Committee reviews an Intake Report.</p>
<p>6.16 The Investigation Committee must inform the Complainant and Respondent of <b>the action it takes under Bylaw 6.12 or 6.14 and</b></p>	<p>Amendments clarify the Investigation Committee’s notification requirements to the Complainant and Respondent.</p>

PROPOSED AMENDMENTS	COMMENTS
<p>provide a written summary explanation disposition of the investigation in writing.</p>	
<p><b>Discipline</b></p>	
<p><b>Assessment of Costs Before a Citation is Issued</b></p> <p>7.42 An agreement reached or made with a Respondent pursuant to Sections 72, 73 or 74 of the PGA, may include partial recovery of the AIBC’s Costs related to the investigation as per the <b>Administrative Guidelines for Costs Administrative Guidelines</b>.</p> <p>[See Schedule S: <i>Administrative Guidelines for Costs Administrative Guidelines</i>]</p>	<p>Name change– move ‘Administrative Guidelines’ to the beginning of the title for consistency with other documents.</p>
<p><b>Assessment of Costs After a Citation is Issued</b></p> <p>7.43 The Discipline Committee or Discipline Hearing Panel may require a Respondent to pay the Costs of an investigation or Discipline Hearing pursuant to Section 81 of the PGA, and must assess the amount of Costs payable by the Respondent in accordance with Schedule S: <b>Administrative Guidelines for Costs Administrative Guidelines</b>.</p>	<p>Name change– move ‘Administrative Guidelines’ to the beginning of the title for consistency with other documents.</p>

PROPOSED AMENDMENTS	COMMENTS
<p><b>Request for Extension of Time for Payment of Costs due to Hardship</b></p> <p>7.47 The Respondent may make a written request <b>to the Discipline Hearing Panel</b> for an extension of time <b>from an order</b> to pay Costs due to hardship and must provide suitable documentation to support the <del>claim</del> request.</p>	<p>Amendments clarify that a request for an extension to pay costs is submitted to the Discipline Hearing Panel.</p>
<p><b>Cancellation for Non-Payment of a Discipline Hearing Penalty or Costs</b></p> <p>7.48 The registration of a Registrant who fails, within the period of time specified by a Discipline Committee or any extension of time granted under Bylaw 7.47, to:</p> <p>7.48.1 make payment in full of a penalty imposed under Section 75 of the PGA; or</p> <p>7.48.2 make payment in full of any Costs assessed under Section 81 of the PGA</p> <p>is cancelled upon receipt of notice by the Registrar of cancellation.</p>	<p>The following new Bylaws authorize cancellation for non-payment of a Discipline Hearing Penalty or Costs. The authority for these bylaws stems from section 50.1 of the PGA, which is also where authority for administrative suspension/cancellation for CES non-compliance is found. We are proposing a similar process to the CES non-compliance process for the discipline fee/costs issues.</p>
<p>7.49 The notice of cancellation under Bylaw 7.48 must include:</p> <p>7.49.1 the effective date of cancellation of registration;</p> <p>7.49.2 a copy of the Discipline Committee document in which the penalty or Costs order was made against the Registrant; and</p>	

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<p>7.49.3 the requirements for reinstatement of the cancelled registration.</p>	
<p>7.50 An Architect whose registration was cancelled under Bylaw 7.48 must return their physical seal to the AIBC and have any digital seal revoked.</p>	
<p>7.51 A Registrant whose registration was cancelled under Bylaw 7.48 may apply for reinstatement by:</p> <p>7.51.1 making payment in full of the outstanding penalty imposed or Costs assessed; and</p> <p>7.51.2 making application to the Credentials Committee pursuant to Bylaw 4.25.</p>	
<b>Public Disclosure</b>	
<p><b>Register</b></p> <p>8.5 The following information about Individual Registrants must be included in the register:</p> <p>8.5.1 the individual’s name and current registration category;</p> <p>8.5.2 business contact information for the individual, if applicable, consisting of:</p> <p>8.5.2.1 a business email address;</p>	<p>Amendments clarify that any discipline outcomes under the <i>Architects Act</i> are also connected to registrants on the register in the same way that PGA-originating discipline outcomes are connected.</p>

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<p>8.5.2.2 a business telephone number;</p> <p>8.5.2.3 one or more Firm names connected to the person if the Individual Registrant is engaged in the Regulated Practice as a corporate owner, sole proprietor, or partner with one or more Firm Registrants; and</p> <p>8.5.2.4 a business mailing address which information may consist of Firm Registrant contact information for which the Individual Registrant is employed, except that the Registrar may waive the business mailing address requirement upon request of the Individual Registrant, if the Registrar reasonably believes that disclosure of such information could put the safety of the Individual Registrant or another person at risk.</p> <p>8.5.3 if known and applicable, the individual’s former registration category;</p> <p>8.5.4 the date of the individual’s registration in the current registration category and, if known, the date of registration in any former category;</p> <p>8.5.5 any limitations or conditions on the individual’s Regulated Practice or registration, including any imposed by the Credentials Committee, Investigation Committee or Discipline Committee;</p>	

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<p>8.5.6 if known, the date, with explanatory notation, of any cancellation of the individual’s registration in any category by way of retirement, voluntary cessation or notice of death;</p> <p>8.5.7 if known, the date, with explanatory notation, of any cancellation or suspension of the individual’s registration related to non-payment of Fees, commission of an indictable offence, CES non-compliance, extraordinary action to protect the public, or Discipline Violation; and</p> <p>8.5.8 an explanatory notation of and/or a link to any Discipline Record as ordered by the Investigation Committee or the Discipline Committee <b>or arising out of the Former Act.</b></p>	
<p>8.6 The following information about Firm Registrants must be included in the register:</p> <p>8.6.1 the Firm’s name as registered with the AIBC;</p> <p>8.6.2 the Firm’s current registration category or subcategory;</p> <p>8.6.3 business contact information for the Firm, consisting of:</p> <p style="padding-left: 20px;">8.6.3.1 a business mailing address;</p> <p style="padding-left: 20px;">8.6.3.2 a business email address;</p> <p style="padding-left: 20px;">8.6.3.3 a business telephone number; and</p> <p style="padding-left: 20px;">8.6.3.4 a business website address, if available.</p> <p>8.6.4 the date of the Firm’s registration in the current category and, if known, the former name and date of registration in any former category;</p>	

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<p>8.6.5 any limits or conditions on the Firm’s Regulated Practice or registration, including any imposed by the Credentials Committee, Investigation Committee or Discipline Committee;</p> <p>8.6.6 if known, the date, with explanatory notation, of any cancellation of the Firm’s registration through voluntary cessation of practice;</p> <p>8.6.7 if known, the date, with explanatory notation, of any cancellation or suspension of the Firm’s registration or Certificate of Practice related to non-payment of Fees, commission of an indictable offence or Discipline Violation; and</p> <p>8.6.8 an explanatory notation of and/or a link to any Discipline Record, if known, as ordered by the Investigation Committee or the Discipline Committee <b>or arising out of the Former Act.</b></p>	
<b>Schedule A: Code of Ethics and Professional Conduct</b>	
<p><b>Contents</b></p> <p>Background</p> <p><i>Professional Governance Act: Ethical Principles</i></p> <p>Organization</p> <p>1.0 General Obligations</p> <p>2.0 Specific Obligations to Clients and Colleagues</p>	<p>Addition of a short table of contents.</p>

PROPOSED AMENDMENTS	COMMENTS
<p>3.0 Competency and Continuing Education</p> <p>4.0 Compliance with Laws and Standards</p> <p>5.0 Architectural Services: Engagement and Communication</p> <p>6.0 Architectural Services: Supervision</p> <p>7.0 Architectural Services: Architectural Competitions, Schedules of Architectural Services and Pro Bono Services</p> <p>8.0 Architectural Services: Use of Seal</p> <p>9.0 Conflicts of Interest</p> <p>10.0 Obligations of Disclosure and Reporting</p>	
<p><b>Project Takeover Professional Standards</b></p> <p><a href="#">Read the Proposed Amendments to the Project Takeover Professional Standards Chart (PDF)</a></p>	<p><a href="#">View all Proposed Amendments to the Project Takeover Professional Standards</a></p>
<p><b>Schedules</b></p>	
<p><b>Schedule D: Administrative Guidelines for Board Conflict of Interest</b> <del>Administrative Guidelines</del></p>	<p>Name change– move ‘Administrative Guidelines’ to the beginning of the title for consistency with other documents.</p>
<p><b>Schedule F: Board Rules for Board Elections</b></p> <p><u>Election Process</u></p> <p>5.4 The Board Chair will appoint, from among the Lay Board Members present who is not running for Board office, a Board Member to conduct the election.</p>	<p>Amendments provide clarity around the role of the Lay Board Member in the nomination, voting and/or acclamation process.</p>

PROPOSED AMENDMENTS	COMMENTS
<p>5.5 If the Board chooses to forgo a secret ballot and instead conduct the vote by a show of hands, the Board may do so only by way of a majority vote.</p> <p>5.6 The election will follow this, procedure:</p> <p><del>5.6.1 A volunteer Lay Board Member will conduct the voting, with the majority consent of all Board Members present.</del></p> <p>5.6.2 The Board Member conducting the voting will call for nominations for Board Chair. Each nomination requires a second to be valid. Nominations without a seconder are not eligible for voting.</p> <p>5.6.3 When there is only one nominee from the Board for a given office, the Board Member is acclaimed.</p> <p>...</p> <p>5.6.5 Where there is more than one nominee for a given office, and where the meeting is a hybrid format (videoconference and in-person), the procedures described in subparagraphs <del>5.6.3</del> <del>5.4.4</del> and <del>5.4.5</del> <del>5.6.4</del> above will both be used. The paper ballots and the electronic ballots will be tallied together for each nominee. The Registrar, or alternate Board Member, will verify the results.</p>	

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<p>5.7 <del>If the Board chooses to forgo a secret ballot and instead conduct the vote by a show of hands, the Board may do so only by way of a majority motion.</del></p>	
<p><b>Schedule G: Administrative Guidelines for Conditional Registration</b> <del>Administrative Guidelines</del></p>	<p>Name change– move ‘Administrative Guidelines’ to the beginning of the title for consistency with other documents.</p>
<p><b>Schedule H: Internship in Architecture Program</b></p> <p>2.2 Intern Architects must complete the following AIBC courses, or its equivalent, per Appendix B to the IAP Manual.</p> <ul style="list-style-type: none"> <li>• Architects &amp; the Law</li> <li>• BC Building Code</li> <li>• Construction Administration</li> <li>• <b>Professional Practice Standards and</b> <del>Ethics, Act &amp; Bylaws</del></li> </ul>	<p>Name change to course title at paragraph 2.2 from Ethics, Act and Bylaws to Professional Practice Standards and Ethics.</p>
<p><b>Schedule K: Broadly Experienced Architecture Program Requirements</b></p> <p>2.8 Completion of the following AIBC courses, or their equivalents, as Published on the AIBC website.</p> <ul style="list-style-type: none"> <li>• Architects &amp; the Law</li> <li>• BC Building Code</li> <li>• Construction Administration</li> <li>• <b>Professional Practice Standards and</b> <del>Ethics, Act &amp; Bylaws</del></li> </ul>	<p>Name change to course title at paragraph 2.8 from Ethics, Act and Bylaws to Professional Practice Standards and Ethics.</p>

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<p><b>Schedule L: Architectural Technologist Admission Requirements</b></p> <p>2.2 Applicants for Architectural Technologist registration must complete the AIBC’s <b>Professional Practice Standards and Ethics; Act and Bylaws</b> course and will then be eligible to take the Architectural Technologist examination.</p>	<p>Name change to course title at paragraph 2.2 from Ethics, Act and Bylaws to Professional Practice Standards and Ethics.</p>
<p><b>Schedule N: <del>Fee Waiver</del> Administrative Guidelines for Fee Waivers</b></p> <p>Full waiver for associates <b>Intern Architects, Architectural Technologists and Retired Architects</b>.</p>	<p>Name change— move ‘Administrative Guidelines’ to the beginning of the title for consistency with other documents.</p> <p>Replacement of the outdated term ‘Associates’ with Intern Architects, Architectural Technologists and Retired Architects in a table at paragraph 1.1.</p>
<p><b>Schedule P: Board Rules for Continuing Education System (CES)</b></p> <p><b>Backdating of Learning Units</b></p> <p>3.10 Newly registered CES Participants can begin earning and reports LUs as of their date of registration with the AIBC. LUs earned prior to a Registrant’s date of registration as a CES Participant are not eligible to be reported.</p> <p>3.11 Backdating of LUs is permitted only for CES Participants who are:</p> <p>3.11.1 CES non-compliant. Activities completed during a suspension/cancellation or while not registered with the AIBC are eligible as long as the activity completion is within the reporting period in which the CES Participant was CES non-compliant and up to the date of applying for reinstatement; or</p>	<p><b>Paragraph 3.10-3.11:</b> Addition of Board Rules to provide authority for backdating of learning units.</p>

PROPOSED AMENDMENTS	COMMENTS
<p>3.11.2 reinstating within one year. Activities completed while suspended, cancelled, or not registered with the AIBC are eligible for fulfilling outstanding CES requirements.</p>	
<p><b>Schedule P: Board Rules for Continuing Education System (CES)</b></p> <p><b>Reinstatement of CES Participants</b></p> <p>8.1 Except for CES Participants who have been suspended for CES non-compliance, all applications for reinstatement must be made to the Credentials Committee pursuant to Bylaw 4.25.</p> <p><b>Voluntary Resignation and Cancellation for Non-Payment of Annual Fees</b></p> <p>8.2 CES Participants who resigned voluntarily or whose registration was cancelled for non-payment of Fees may apply for reinstatement by making application to the Credentials Committee and completing any outstanding CES requirements (LUs, payment of any outstanding CES fines, and any LUs that had to have been earned in the reporting period at the time of resignation or cancellation) determined by the time away from the AIBC, such that:</p> <p>8.2.1 CES Participants who reinstate <u>within one year</u> and in the <u>same reporting period</u> will be placed back into the reporting period they had to comply with at the time of resignation or cancellation. They will have the same CES reporting requirements and deadline;</p>	<p><b>Paragraphs 8.1-8.6:</b> Addition of Board Rules to provide authority for the reinstatement process for CES Participants.</p>

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<p>8.2.2 CES Participants who reinstate <u>within one year</u> and in a <u>new reporting period</u> (i.e., a CES deadline occurred within the year of absenteeism) will be required to complete the outstanding CES requirements of the previous period before applying for reinstatement. Once reinstated, new CES requirements will be determined if the date of reinstatement happens in the first or second year of a reporting period as described in AIBC Bylaws: Schedule P, Paragraphs 3.5 and 3.6 (“CES Participants Registered During a Reporting Period”);</p> <p>8.2.3 CES Participants who apply for reinstatement after one year will not need to complete outstanding CES requirements, except payment of any outstanding CES fines, and will be treated as a newly registered CES Participant. CES requirements will be determined if the date of reinstatement happens in the first or second year of a reporting period as described in AIBC Bylaws, Schedule P, Paragraphs 3.5 and 3.6 (“CES Participants Registered During a Reporting Period”); and</p> <p>8.2.4 CES Participants who apply for reinstatement within one year, were non-compliant for a reporting period, and resigned between July 1 and September 30 (before the Final CES Deadline) will be required to complete the outstanding CES requirements of the previous period before applying for reinstatement and pay any outstanding CES fine. Once reinstated, they will be placed back into the reporting period they had to comply with at the time of resignation.</p>	

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<p style="text-align: center;"><b>Suspension due to CES Non-Compliance</b></p> <p>8.3 CES Participants who were suspended from practice as a result of CES non-compliance may apply for reinstatement by completing any outstanding CES requirements, including LUs and payment of outstanding CES fines, and submitting the applicable Form pursuant to Bylaw 5.21.</p> <p>8.4 After a suspended CES Participant is reinstated by the Registrar, they are to continue with the reporting period they had to comply with at the time of suspension, including LU requirements and associated deadlines.</p> <p style="text-align: center;"><b>Cancellation due to CES Non-Compliance</b></p> <p>8.5 CES Participants whose registration was cancelled for CES non-compliance per Bylaw 5.19 and seek to reinstate <u>within three years</u> of the date of cancellation may apply for reinstatement by making application to the Credentials Committee and completing outstanding CES requirements including payments of any CES fines (see Bylaw 5.21). Once reinstated, new CES requirements will be determined if the date of reinstatement happens in the first or second year of a reporting period as described in AIBC Bylaws, Schedule P, Paragraphs 3.5 and 3.6 (“CES Participants Registered During a Reporting Period”).</p> <p>8.6 CES Participants whose registration was cancelled for CES non-compliance and seek to reinstate <u>after three years</u> from the date of cancellation will not need to complete outstanding CES requirements. The CES Participant will be treated as a newly</p>	

PROPOSED AMENDMENTS	COMMENTS
<p>registered CES Participant and their CES requirements will be determined if the date of reinstatement happens in the first or second year of a reporting period as described in AIBC Bylaws, Schedule P, Paragraphs 3.5 and 3.6 (“CES Participants Registered During a Reporting Period”). Note: Bylaw 4.25 reinstatement requirements for Architects and Architectural Technologists would apply.</p>	
<p><b>Schedule S: Administrative Guidelines for Costs Administrative Guidelines</b></p>	<p>Name change– move ‘Administrative Guidelines’ to the beginning of the title for consistency with other documents.</p>