

Professional Conduct Committee

The Professional Conduct Committee (PCC) investigates all written complaints received about Institute members, students, professional corporations and firms (referred to hereafter as respondents) as well as any other matter drawn to its attention that may indicate a violation of the Institute's Rules of Professional Conduct, regulations or bylaws.

The PCC consists of 23 Institute members, representing a broad cross-section of the membership, and two public representatives, all of whom are appointed by the Institute's governing Council.

Matters under investigation and information gathered by the PCC are confidential to the committee until such time as charges are laid. Respondents under investigation have the right to legal counsel at all stages of the investigation.

The PCC, after carrying out its investigation, may conclude:

- The respondent did not breach the rules of professional conduct and the file should be closed
- The respondent may have breached the rules of professional conduct but the matter does not justify the laying and prosecuting of charges before the Discipline Committee. In these cases, the PCC may provide guidance and advice to the respondent to assist in avoiding a similar situation in the future.
- A breach of the Rules of Professional Conduct has taken place and charges should be laid.

Complainants are informed in writing as to the disposition of their complaints after the Professional Conduct Committee has reached a decision on the matter. Any complainant dissatisfied with the Committee's decision not to lay charges of professional misconduct may make application for review to the Independent Reviewer of Complaints (an individual appointed by the Institute's Council, who is not a member or student of the Institute). The decision of the Reviewer of Complaints is final.

More information may be found at: http://www.icao.on.ca//index.cfm/ci_id/564.htm