

**FORM H2 Declarations and Undertakings for Renewal of Certificate of Practice**

1. I hereby declare that I
  - a. am a Fit and Proper person as defined in Directive 4.28.
  - b. have complied and undertake to comply with all the requisite professional and ethical standards and laws, rules and regulations, including but not limited to, the Code of Ethics, Chartered Accountants Ordinance, 1961, Chartered Accountants Bye Laws, 1983, Rules, Directives and applicable accounting and auditing standards
  - c. have continued to and will continue to meet the condition in respect of practice of accountancy being my main occupation as laid down in Bye Law 8 of Chartered Accountants Bye Laws, 1983 and not engage myself in any occupation other than those stated in Directive 4.22, without the prior approval of the Council.
  - d. have and will notify to the Institute, any change in particulars of the practice within the time limit and in the manner specified in Directive 4.03
  - e. understand that ICAP must be and unconditionally undertake that ICAP will be informed of any material changes to the information I have provided in this undertaking within 30 days of the change.
  - f. shall appear before any person, committee, board, etc. of the Institute when called for and facilitate and co-operate in quality reviews and investigations.
  - g. shall furnish all such information as may be required by the Institute or its Council from time to time.
  - h. agree that ICAP may make such enquiries as it thinks fit to consider my application, and ICAP may refuse to renew the CoP if it so deems appropriate under the provisions of the Chartered Accountants Ordinance, 1961, and the Chartered Accountants Bye-laws, 1983.
  - i. confirm that I am well conversant with and in full compliance of all the laws, rules, regulations and directives related to Anti-Money Laundering as applicable to practicing chartered accountants;
  
2. **I undertake that I**
  - a. have and will continue to regularly attend the office at the registered address notified in the Institute's records to discharge my professional responsibilities except under special circumstances allowed under Directive 4.17.
  - b. have ensured and will continue to ensure that any branch office of the practice established outside Pakistan will only be after obtaining the relevant permission under the laws in force of that Country and submit the same to the Institute as specified under Schedule 1 clause 4.

- c. {Choose the statement which is true}
- A. have met Continuing Professional Development requirements set by the Council Directive 8.01 and will continue to meet competency requirements for the areas of work that I will undertake.
  - B. have not met the Continuing Professional Development requirements set by the Council Directive 8.01 and undertake that I will submit a declaration form of non-compliance with a firm commitment to make up the deficit within 180 days as specified in the Directive 8.01 and will continue to competency requirements for the areas of work that I will undertake.
  - d. have submitted the Declaration under Directive 4.26 and submitted Annual Return (Form 'A').
  - e. that as and when I cease to be in practice I shall duly inform the Council of having done so and return the original CoP to the Institute within [30] days of ceasing to practice as a chartered accountant.

Name : \_\_\_\_\_

Place: \_\_\_\_\_

Date: \_\_\_\_\_

Signature \_\_\_\_\_