

TXCPA Executive Board Peer Review Drop Resolution
TXCPA Member Firms Enrolled in the TXCPA Peer Review Program

(Adopted April 29, 2017)

WHEREAS, a firm enrolled in the Texas Society of CPAs (TXCPA) Peer Review Program is required to have a peer review once every three years performed in conformity with the *AICPA Standards for Performing and Reporting on Peer Reviews*; and

WHEREAS, a firm enrolled in the TXCPA Peer Review Program is required under the TXCPA Bylaws to cooperate with the peer reviewer, TXCPA Peer Review Committee and the TXCPA Executive Board in all matters related to the review, that could impact the firm's enrollment in the program;

NOW, THEREFORE, BE IT RESOLVED: A firm's enrollment in the TXCPA Peer Review Program will be dropped, without a hearing, thirty days after the TXCPA Peer Review Committee (Committee) notifies the firm by certified mail, or other delivery method providing proof of receipt, that the firm has failed to:

- (1) Timely file requested information with the Committee for the firm's peer review concerning the arrangement or scheduling of that peer review, prior to the commencement of the peer review,
- (2) Timely submit requested information to the reviewer necessary to plan or perform the firm's peer review, prior to the commencement of the peer review,
- (3) Have a peer review by the required date,
- (4) Accurately represent its accounting and auditing practice, as defined by the *AICPA Standards for Performing and Reporting on Peer Reviews*, after notifying the Committee that it does not perform engagements that require the firm to have a peer review.
- (5) Timely pay in full the fees and expenses of the review team formed by the Committee, or
- (6) Timely pay fees related to the administration of the program that have been authorized by the TXCPA Executive Board.

The TXCPA Peer Review Committee may at its discretion decide to hold a hearing. Whether a hearing is held or not, a firm enrolled in the TXCPA Peer Review Program has the right to appeal to a hearing panel of the Committee within 30 calendar days of being notified that the firm's enrollment has been dropped. The hearing panel will consider whether the firm's enrollment in the peer review program should be dropped and the firm may not resign from the program until the matter has been resolved. If the hearing panel proposes to terminate a firm from the peer review program the matter will be referred to the TXCPA Executive Board for final approval.

If a firm's enrollment is dropped for not accurately representing its accounting and auditing practice as defined by the *AICPA Standards for Performing and Reporting on Peer Reviews* or subsequent failure to submit a peer review by a required due date, the matter will result in referral to TXCPA Ethics for investigation of possible violation of TXCPA Code of Professional Conduct. If a firm's enrollment is dropped for such an omission or misrepresentation, re-enrollment will be subject to approval by the Committee.