

Council Guideline No. 2007 – 2

**Requirement to be Licensed to Sign Public Accounting Documents
and Disclosure of Status as a Licensed Public Accountant**

Section 17 (4) (g) of the Standards of The Public Accountants Council for the Province of Ontario (the Council) requires an authorized designated body to ensure that its licensees use after the name or initials of the accounting designation granted to its licensees the term “Licensed Public Accountant” or the initials “LPA”.

Section 18 (3) of the Standards of the Council requires an authorized designated body to require a licensee, when providing any accounting services in respect of a financial statement, or of any part of a financial statement or any statement attached to a financial statement, to disclose in any written statement, opinion or report, the fact that the person is licensed as a public accountant by use of the term “Licensed Public Accountant” following the name or initials of the accounting designation granted by the authorized designated body.

This Guideline addresses issues with respect to:

1. who is required to be licensed as a public accountant in Ontario;
2. which statements are required to be signed by a Licensed Public Accountant; and
3. the circumstances when disclosure of a licensee’s status as a Licensed Public Accountant is not required.

An authorized designated body shall require its licensees to use the term “Licensed Public Accountant” or the initials “LPA” on any statement or report that is in respect of any assurance or compilation engagement when:

1. the report for the engagement is issued in Ontario, or
2. the work for the engagement is primarily performed in Ontario.

For these reports only the lead engagement person responsible for signing the report must be a Licensed Public Accountant in Ontario. Other members of the engagement team, including the engagement quality control reviewer or other experts may be, but are not required to be, a Licensed Public Accountant in Ontario.

The disclosure requirements respecting the use of the term “Licensed Public Accountant” or the initials “LPA” do not apply to tax returns if no compiled financial statements are attached to the return. If a Licensed Public Accountant prepares financial statements to be attached to the return, then the term “Licensed Public Accountant” or the initials “LPA” must be used.

References: Sections 17 (4) (g) and 18 (3) of the Council's Standards

Approved and Adopted by the Council on the 22nd day of May, 2007.

Signed: "Glorianne Stromberg"

Glorianne Stromberg, Acting Chair and Secretary