

## CONSENT ORDERS HEARING

### CONSENT ORDERS CHAIR OF THE ASSOCIATION OF CHARTERED CERTIFIED ACCOUNTANTS

#### REASONS FOR DECISION

<b>In the matter of:</b>	<b>Ms Nazia Nisar Rizvi</b>
<b>Heard on:</b>	<b>Friday, 16 May 2025</b>
<b>Location:</b>	<b>Remotely via Microsoft Teams</b>
<b>Chair:</b>	<b>Ms Ilana Tessler</b>
<b>Legal Adviser:</b>	<b>Mr Robin Havard</b>
<b>Summary</b>	<b>Severe Reprimand</b> <b>Fine - £1,895</b> <b>Costs payable to ACCA - £1,276</b>

#### CONSTITUTION OF THE COMMITTEE

1. A Consent Order is made on the order of the Chair under the relevant regulations.

#### INTRODUCTION

2. The Chair had considered a draft Consent Order, signed on 3 May 2025 and 6 May 2025 by Ms Rizvi and a signatory on behalf of ACCA respectively, together with supporting documents in a Bundle (pages 1 to 101), a Detailed Costs Schedule (pages 1 and 2) and a Simple Costs Schedule (page 1).

#### ACCA



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3. When reaching her decision, the Chair had been referred by the Legal Adviser to the requirements of Regulation 8 of the Complaints and Disciplinary Regulations 2014 (as amended) ("CDR8") and had accepted his advice. The Chair had also taken account of the content of ACCA's documents entitled "Consent Orders Guidance" and "Consent Orders Guidance FAQs".
4. The Chair understood that Ms Nazia Nisar Rizvi was aware of the terms of the draft Consent Order and that it was being considered today.
5. The Chair also understood that Ms Nazia Nisar Rizvi was aware that she could withdraw her agreement to the signed draft Consent Order by confirming the withdrawal in writing. No such withdrawal had been received.

## **ALLEGATIONS**

1. Ms Nazia Rizvi admits the following:

### **Allegation 1**

Nazia Nisar Rizvi, an ACCA fellow has breached ACCA's Global Practising Regulations in that between 01 April 2021 - 31 July 2024, she has been an LLP member with Premier UK Business LLP, a firm carrying on and/or holding out to be in public practice without a practising certificate, contrary to regulation 3(2)(b).

### **Allegation 2**

Nazia Nisar Rizvi, failed to co-operate with the investigation of a complaint, contrary to Regulation 3(1) of the Complaints and Disciplinary Regulations 2014 (as amended), in that until 8 August 2024 she did not respond to ACCA's correspondence dated:

- a) 11 April 2024;

- b) 29 April 2024;
- c) 16 May 2024.

### **Allegation 3**

By reason of her conduct in respect of the matters set out at Allegation 1 to 2 above, Nazia Nisar Rizvi, is:

- a) Guilty of misconduct pursuant to bye-law 8(a)(i) or, in the alternative,
- b) Liable to disciplinary action pursuant to bye-law 8(a)(iii).

### **DECISION ON FACTS**

- 6. The Chair noted that the following summary of the facts was agreed and therefore adopted them as her findings of fact.
- 7. On 14 March 2023, an internal complaint was raised against Ms Rizvi as it appeared that she was carrying on public practice activities whilst not holding an ACCA practising certificate.
- 8. Authorisations research noted that Ms Rizvi held the position of LLP Member with Premier UK Business LLP since 01 April 2021 without holding a valid practising certificate and therefore was holding herself out, or allowing herself to be held out, as a member of a limited liability partnership, where public practice was carried on.
- 9. On 3 February 2023, Authorisations sent correspondence to Ms Rizvi informing her that she appeared to be in breach of ACCA Global Practising Regulations. This correspondence was resent on 09 March 2023 requesting that she regularised her position.

10. On 11 April 2024, the Investigations Officer (IO) wrote to Ms Rizvi at her registered email address, outlining the allegations to Ms Rizvi and asking her to respond by 25 April 2024.
11. A response was not received by Ms Rizvi, and a chaser email was sent by the IO on 29 April 2024.
12. On 29 April 2024, the IO attempted to telephone Ms Rizvi. The phone was switched off and when a further attempt to telephone Ms Rizvi that day was made, an automated message stated, *"the number you have dialed is not responding, please try again later"*.
13. On 16 May 2024, the IO sent Ms Rizvi a failure to co-operate (FTC) letter and attempted to telephone her on the same day to advise her of her failure to co-operate.
14. On 25 July 2024, the IO wrote to Ms Rizvi to inform her that a report of disciplinary allegations was being prepared for internal review with a view to referring it to an independent assessor. The IO set out the allegations in the correspondence.
15. On 26 July 2024, the IO drafted the assessment report and sent it to the Case Presentation (CP) team for a pre-AI review.
16. On 30 July 2024, the IO wrote to Ms Rizvi at her firm's email address.
17. On 31 July Ms Rizvi responded and stated she was confused about which email address she had registered with ACCA.
18. On 08 August 2024, Ms Rizvi responded to the allegations. She stated that *"This firm provides company formation, registered office, bookkeeping, VAT, management accounts, statutory accounts, corporate & personal tax return services and payroll services."* She went on to say that *"I am based in Pakistan and work remotely for Premier UK Business LLP and associated entities. I have*

*been unable to find appropriate guidelines to apply for practicing certificate in UK as per my circumstances and was unable to proceed further. Note further that since I am only responsible for managing the finance department of the firm, I did not proceed further for practicing certificate."*

19. Ms Rizvi regularised her position as an LLP member at the firm with effect from 1 August 2024. She also sent an undertaking to ACCA stating that she would not carry out public practice work, accept appointments as an auditor or advertise herself as an ACCA member/fellow or chartered accountant.

### **DECISION ON ALLEGATIONS AND REASONS**

20. In accordance with CDR8, the Chair has the power to approve or reject the draft Consent Order or to recommend amendments. The Chair can only reject a signed draft Consent Order if she is of the view that the admitted breaches would more likely than not result in exclusion from membership.
21. The Chair was satisfied that there was a case to answer and that it was appropriate to deal with the complaint by way of a Consent Order. The Chair considered that the Investigating Officer had followed the correct procedure.
22. The Chair considered the bundle of evidence and, on the basis of the admissions of the allegations by Ms Nazia Nisar Rizvi, found the facts of the allegations proved. They therefore justified disciplinary action.

### **SANCTION AND REASONS**

23. In deciding whether to approve the proposed sanction of a severe reprimand, a fine of £1,895 and payment of ACCA's costs in the sum of £1,276, the Chair had considered the Guidance to Disciplinary Sanctions ("the Guidance"), including the key principles relating to the public interest, namely: the protection of members of the public; the maintenance of public confidence in the profession and in ACCA; and the need to uphold proper standards of conduct

and performance. The Chair also considered whether the proposed sanction was appropriate, proportionate and sufficient.

24. In reaching her decision, the Chair had noted the following aggravating features, as identified by ACCA:

- The length of time that Ms Rizvi had undertaken public practice without holding an ACCA practising certificate, and
- The length of time during which Ms Rizvi had failed to cooperate.

25. In deciding that a severe reprimand and a fine were the most suitable sanctions, paragraphs C4.1 to C4.5 of ACCA's Guidance had been considered and the following mitigating factors had been identified by ACCA:

- Ms Rizvi had been a member of ACCA since 22 January 2008 and had a previous good record with no previous complaints or disciplinary history;
- Ms Rizvi had co-operated fully with the investigation since 30 July 2024 as there appeared to be a discrepancy with her email addresses;
- Ms Rizvi regularised her position by terminating her appointment as a member of the LLP on 01 August 2024.

26. The Chair considered that the mitigating features were supported by documentary evidence and were relevant.

27. In the Chair's judgement, and when considering the criteria set out in the Guidance, the conduct was such that the public interest would not be served by making no order. The Chair also determined that neither an admonishment nor a reprimand would adequately reflect the seriousness of Ms Rizvi's conduct.

28. Therefore, the Chair concluded that it would be proportionate and sufficient to impose a severe reprimand and a fine of £1,895 to reflect the seriousness of the findings against Ms Rizvi.

### **COSTS AND REASONS**

29. ACCA was entitled to its costs in bringing these proceedings. The claim for costs in the sum of £1,276, which had been agreed by Ms Rizvi, appeared appropriate.

### **ORDER**

30. Accordingly, the Chair approved the terms of the attached Consent Order. In summary:
- a. Ms Nazia Nisar Rizvi shall be severely reprimanded;
  - b. Ms Nazia Nisar Rizvi shall pay a fine of £1,895 and
  - c. Ms Nazia Nisar Rizvi shall pay costs of £1,276 to ACCA.

**Ms Ilana Tessler**  
**Chair**  
**16 May 2025**