



ACCS INDICATIVE CODE IMPLEMENTATION PLAN

The programme starts as from when ACCC authorisation determination is made. It is understood that there is a 21 day appeal period and if there is an appeal any steps may need to be deferred.

- **Chair of Complaints Panel is to be appointed immediately and the rest of the Panel to be appointed at the same time or within 1 week.**
- **Code to be immediately put on ACCS website as official ACCS policy (it is currently on website as a draft).**
- **ACCS to commence ad hoc checks on a sample of member's websites to gauge compliance with the code. ACCS to report to ACCC within three months on the results of such checks.**
- **Within 2 weeks the College is to email to each member with details of the final code and how it is to be implemented and attention is to be drawn to particular issues of concern and action by members.**
- **Within 2 months the proposed Information brochures are to be sent to each member with instruction on their use. In the meantime the brochure will be on the ACCS Website.**
- **Within 1 month Code Administration Committee Chair is to be appointed and asked to make recommendation to the College on other members.**
- **Within 1 month Chair of External Appeals Committee is to be appointed and be asked to make recommendation to the College re other members.**
- **Within 6 months the independent compliance auditor to be appointed and compliance audits to be done within 12 months of the authorisation becoming effective. Such audits to be done within each 12 month period and any report to the ACCS by the auditor to be sent to the ACCC.**

- **Within 6 months, a comprehensive Guide to members on the Code and all relevant laws and guidelines to be placed on ACCS website.**
- **Within 6 months ACCS to report to ACCC re progress.**

ACCS

JUNE 2009
