



NATIONAL BOARD OF ACCOUNTANTS AND AUDITORS

THE COMPLAINT SUBMISSION PROCESS

Introduction

NBAA is responsible for regulating the conduct and activities of NBAA members and practicing firms. It is also supposed to ensure that all accountants and auditors in the country are registered with the Board. Members and the general public are called upon to submit complains to NBAA regarding accountants or auditors who are our members who are regulated by the Board or an employer/employee who has contravened the Auditors and Accountants (Registration) Act.No.33 of 1972

Before you Make a Complain

Please ensure you have copies of any relevant supporting letters and other documents. You will need to send these to us together with your complaint. If your issue relates to a criminal matter, you should report to the police (or other relevant authority) to investigate it first. Please let NBAA know that you have reported the matter to the Police.

Please seek legal advice straight away if you think you have a reason to make a civil claim.

How to Make a Complain

You can either email us at complaints@nbaa-tz.org or write to us at this address:

The National Board of Accountants and Auditors
Mhasibu House
Bibi Titi Mohamed Street
P.O. Box 5128
DAR ES SALAAM

Please fill in complaint form attached and for further guidance contact NBAA- Executive Director (Regulatory Monitoring Unit).



COMPLAINT FORM

Your Personal Details
Name (optional) : Organization Name (optional): Address : Telephone numbers: Email address :
Whom do you want to complain on?
What do you want to complain about? (Please give details)

NB:

1. Please attach any documentary evidence that you feel will assist NBAA in investigating the case.
2. Be assured that the information and evidence provided will be treated as strictly confidential.