



ARCHITECTURAL INSTITUTE OF BRITISH COLUMBIA

IN THE MATTER OF THE *PROFESSIONAL GOVERNANCE ACT*
S.B.C. 2018, C. 47

AND

IN THE MATTER OF A REPRIMAND OR REMEDIAL ACTION BY CONSENT
BETWEEN:

BASSEM TAWFIK ARCHITECT INC.

AND

THE ARCHITECTURAL INSTITUTE OF BRITISH COLUMBIA

REPRIMAND OR REMEDIAL ACTION BY CONSENT

The *Professional Governance Act* (“PGA”) authorizes the AIBC to propose resolution by reprimand or remedial action by consent on matters that may otherwise be dealt with at a Discipline Hearing. Section 72 of the PGA and AIBC Bylaws 7.1 through 7.5 provide the specific processes and procedures by which the AIBC and a Registrant may reach agreement.

1.0 BACKGROUND

- 1.1 The AIBC Investigation Committee (the “Committee”) initiated an investigation into a Complaint regarding Bassem Tawfik Architect Inc.’s failure to complete and submit the mandatory Firm Update information for 2023 by the deadline of September 30, 2023.
- 1.2 The Committee considered the information obtained in the investigation and, pursuant to Section 72 of the PGA and AIBC Bylaw 6.14.2, proposed that the matter be resolved by the terms of this reprimand or remedial action by consent (the “RRAC”).

2.0 AGREED FACTS

- 2.1 The parties agree that:
 - 2.1.1 at all material times, Bassem Tawfik Architect Inc. was registered as an Inactive Architectural Firm with the AIBC;
 - 2.1.2 Bassem Tawfik Architect AIBC is the sole shareholder of Bassem Tawfik Architect Inc.;
 - 2.1.3 Bassem Tawfik Architect Inc. failed to complete the annual Firm Update for 2023 by the September 30, 2023, deadline; and
 - 2.1.4 the actions are contrary to AIBC Bylaw 4.44 that require all Registrant Firms, including Inactive Firms, to “submit a completed Firm Update by September 30 of each year in the Form required”.

3.0 DISPOSITION / UNDERTAKINGS

- 3.1 The Committee has proposed, and Bassem Tawfik Architect Inc. has agreed to:
 - 3.1.1 consent to a reprimand; and
 - 3.1.2 undertake not to repeat the conduct to which the matter relates, specifically that they will ensure future compliance with AIBC Bylaw 4.44.
- 3.2 Bassem Tawfik Architect Inc. acknowledges and agrees that if it fails to complete the requirement in paragraph 3.1.2 above the Committee may direct the issuance of a Citation to a Discipline Hearing regarding the matter, pursuant to Section 72(3) of the PGA.

4.0 COSTS

- 4.1 Bassem Tawfik Architect Inc. agrees to pay Costs for this RRAC, fixed at an amount of \$1,000, payable to the AIBC within 30 days after this RRAC has been executed.

- 4.2 Bassem Tawfik Architect Inc. acknowledges and agrees that failure to complete the requirement in paragraph 4.1 above within the time specified will result in its registration not being in Good Standing, which is required for registration processes and certain regulatory activities.
- 4.3 The parties acknowledge that Costs are not intended as a punitive measure reflecting the conduct that is the subject of this RRAC. The assessment of Costs is an acknowledgement of the AIBC's partial Costs resulting from the RRAC process.
- 4.4 The parties have referred to the AIBC Bylaws: Schedule S: Administrative Guidelines for Costs in agreeing on the amount of Costs.

5.0 PUBLICATION

- 5.1 This RRAC must be Published by the AIBC on its website, pursuant to Section 82 of the PGA and AIBC Bylaws 7.3 and 8.12, and distributed to all Registrants of the AIBC, in a manner that the AIBC deems fit in the public interest.
- 5.2 An explanatory notation of and/or a link to this RRAC will also be included in the AIBC register pursuant to AIBC Bylaw 8.5.8.

6.0 ACKNOWLEDGEMENT

This RRAC may be executed and delivered in one or more counterparts, whether by facsimile transmission or other electronic means, with the same effect as if all parties had signed and delivered the same document and all counterparts.

Bassem Tawfik Architect Inc. acknowledges that it has been given adequate opportunity to seek legal or other professional advice with respect to the negotiation, execution and consequences of this RRAC and has taken such advice or freely elected not to do so.

The facts and disposition/undertakings of this RRAC are acknowledged and agreed to by Bassem Tawfik Architect Inc. and the Investigation Committee. The RRAC was signed on June 24, 2025.