



## AAT

### PROFESSIONAL STANDARDS

#### ORDER OF AAT

#### **In the matter of**

Victoria Harrington-Biddle (10122913)

#### **Misconduct**

Miss Harrington-Biddle's professional or personal conduct, was found to be in breach of the *Code of Professional Ethics* and to have posed a risk to the public or was likely to undermine public confidence in the Association or its members; namely:

1. Between on or around 14 February 2020 and on or around 03 September 2020, she failed to correspond with the incoming accountant's request for professional clearance and handover information regarding client X in a timely manner.
2. She failed to provide AAT with a satisfactory response to correspondence dated 28 January 2021 and 01 April 2021 to enable Professional Standards to complete a reasonable and balanced investigation into the complaint received in respect of the services she provided to client X.
3. For an unknown period until on or around 07 April 2018, she failed to issue an adequate letter of engagement to one or more clients, in contravention of AAT's *Client Care policy*.

#### **Finding**

Grounds for disciplinary action existed and the matter was suitable for exercise of the Investigations Team's powers under the *Disciplinary Regulations*.

#### **Order**

Miss Harrington-Biddle is hereby:

- i. Reprimanded for a period of two years
- ii. Subject to a specific condition on her licence in that she must submit to a practice assurance review at her own expense.

#### **Consent**

Miss Harrington-Biddle agreed to submit to the decision of the Investigations Team, in accordance with Regulation 6 of the *Disciplinary Regulations*.

28 October 2021