



Chartered Professionals in Human Resources Filing an Administrative Complaint

Instructions for Filing a Complaint Arising from an Administrative Dispute

An administrative dispute is a dispute arising out of the affairs of CPHR Alberta and between any Members, Director(s) of the CPHR Alberta Board, CPHR Alberta staff, a former Member of CPHR Alberta who had ceased to be a Member not more than six months ago, or any other individual permitted under CPHR Alberta's bylaw 11.6. All administrative disputes must be directed to the Chief Executive Officer for review and a decision.

Any complaint pertaining to member conduct that constitutes unskilled practice of the profession or unprofessional conduct under the Code of Ethics and Standards of Professional Conduct must be submitted to the CPHR Alberta Discipline Committee

Submit your administrative dispute to:

Chief Executive Officer
Chartered Professionals in Human Resources – Alberta
990, 105 – 12 Ave SE
Calgary, AB T2G 1A1
ceo@cphrab.ca

The decision of the Chief Executive Officer may be appealed by the Complainant(s) to the Appeals Committee.

Any administrative dispute arising out of the actions of the Chief Executive Officer must be directed to the Chair of the Board of Directors.

Submit your complaint to:

Chair, Board of Directors
Chartered Professionals in Human Resources – Alberta
990, 105 – 12 Ave SE
Calgary, AB T2G 1A1
chair@cphrab.ca