



**“AN ACT TO ESTABLISH THE  
ARCHITECTS ACT OF LIBERIA 2022.”**

**APPROVED: AUGUST 21, 2023**

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MONROVIA, LIBERIA**

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**AN ACT TO ESTABLISH LIBERIA  
INSTITUTE OF  
ARCHITECT 2022.**

**DRAFT**

**THE ARCHITECTS ACT, 2022  
(Act No. \_\_\_\_\_)  
ARRANGEMENT OF SECTIONS**

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## THE ARCHITECTS ACT, \_\_\_\_\_

Being an Act to make provision for the Licensing and Registration of Architects and the Regulation of the practice of Architecture in Liberia, and for all other purposes connected therewith.

Be it enacted by the President of the Republic of Liberia and Members of the present Legislature, as assembled as follows:

### PART 1

#### PRELIMINARY

- 1.1 This Act shall come into force on such day as the \_\_\_\_\_ may by public notice appoint.
- 1.2 In this Act, unless the context otherwise requires "architect" means any person registered as an architect under this Act;
- "Chairman" means the Chairman of the ARB;
- "Board" means the Architects Registration ARB;
- "Institute" means the Liberia Institute of Architects;
- "Minister" means the Minister of Public Works of the Republic of Liberia, R.L.;
- "Register" means the Register of Architects maintained under this Act;
- "Licensure" means fulfilling the requirement for registration by the ARB;
- "Registered Architect" means fulfilling the requirement for licensure by the ARB;
- "Registered Architecture Firm" means a firm on the registry of firms approved by the ARB;

### PART 2

#### ARCHITECTS REGISTRATION ARB

##### 2.0 GENERAL

- 2.1 There shall be established in accordance with the provisions of this Act an **Architects Registration Board** (in this Act referred to as the "ARB") to perform the functions assigned to it by this Act, for the purposes of an implemented legislative Architects Act (AA).
- 2.2 The Board shall be an autonomous body established by the Liberia Institute of Architects (LIA) by the name referred to in Section 2.1 of this Act and shall have perpetual succession.

## 2.6 COMPOSITION

2.6.1 The ARB shall consist of nine (9) members, as follows:

- (a) Three members of the 'Institute', one of which shall be its current President;
- (b) The Minister of Public Works (MPW), Republic of Liberia or Representative who is not an Architect or member of the Institute;
- (a) A representative of the Engineering Society of Liberia (EoSL);
- (b) A representative of the Association of Liberian Construction Contractors (ALCC);
- (c) A Representative of the Ministry of Commerce who is not an Architect or member of the Institute;
- (d) A representative of a private sector institution that is actively involved in the education and training of manpower for the infrastructure sector of Liberia.
- (e) A reputable locally resident individual of the Liberian public.

2.7 The Chairman of the ARB perpetually, shall be the sitting President of the Liberian Institute of Architects. The Co-Chairman of the Board shall be the Minister of Public Works, R. L. or his Representative, who is not an Architect or member of the LIA.

## 2.8 FUNCTIONS & RESPONSIBILITIES OF THE ARB

2.8.1 The ARB shall be concerned with the practice of architecture in Liberia and shall be responsible for:

- a) The regulation of use of the title "Architect";
- b) Prescribing or approving academic requirements and qualifying standards to be titled "Architect", through an Architects Registration Examination (ARE), to be administered by the ARB, as a prerequisite for licensure and registration, and for use of the title of "Architect", under this Act.
- c) Keeping and publishing the Register of Architects and architecture firms eligible to practice architecture in the Republic of Liberia;
- d) Registering those who meet the Board's requirements for qualifications, experience and competence;
- e) Setting and ensuring that Architects meet the codes and standards for conduct and professional practice competence, in conjunction with the LIA;
- f) Follow up on complaints from the public and the Institute about an Architect's conduct or competence;
- g) Making sure that only persons on the Register of Architects are licensed by the LIA to offer their services as an Architect;
- h) Responsible for maintaining and promoting the public's trust and confidence in the integrity of the architectural profession and its practice in Liberia;

- i) Participate in the accreditation process for institutions involved in the teaching and professional training of architects;
- j) Keeping a register of local and international accredited institutions of architecture training recognized by the ARB;
- k) Act as the Republic of Liberia's Competent Authority for Architects, and to liaise with counterpart bodies of other countries to fulfill its obligations.

## 2.9 RULES & OPERATING PROCEDURES OF THE ARB

The ARB shall be responsible to set up its own rules and procedures by which it will conduct its operations, at the first sitting of the Board with its full membership present.

## PART 3

### LIBERIAN INSTITUTE OF ARCHITECTS ('THE INSTITUTE')

- 3.1 There shall be established in accordance with the provisions of this Act, the **Liberian Institute of Architects (LIA)** (in this Act referred to as the "Institute") to perform the functions assigned to it by this Act.
- 3.2 The Institute shall be a body corporate by the name referred to in Section 3.1 of this Act and shall have perpetual succession and a common seal and may sue and be sued in its corporate name.
- 3.3 The Institute may acquire, hold or dispose of any property moveable or immovable for the purposes of this Act and may do any such things as may reasonably appear to be necessary for the performance of its functions under this Act.
- 3.4 The common seal of the Institute shall be kept in such custody as the Institute may from time to time determine.
- 3.5 The common seal of the Institute shall not be affixed to any document or instrument except:
  - a. By order of the Institute; and
  - b. in the presence of two members of the Institute who shall sign the document or instrument independently of the signature of a person who may have signed it as a witness.
- 3.6 The Institute shall consist of members determined in accordance with the provisions for membership outlined in the By-laws and Constitution of the Institute.

### 3.7 FUNCTIONS & RESPONSIBILITIES OF THE INSTITUTE

The Institute shall be concerned with promoting the architectural profession and the practice of architecture in Liberia, and shall be responsible to:

- a) Organize and unite with one accord the members of the architectural profession in the advancement of the art and science of architectural planning and building in the Republic of Liberia;
- b) Promote the aesthetic, scientific, cultural and practical efficiency of the profession, including, for the protection of the health, safety, and welfare of the general public.
- c) Advance the standards of architectural education, training and practice in Liberia, in order to make the profession of ever-increasing service to the Liberian society;
- d) Play the leading role in coordinating the building industry and architectural practice in Liberia to insure the advancement of living standards in Liberia;
- e) Further good relations and co-operations between the LIA and similar organizations within and outside the Republic of Liberia;
- f) License those who meet the LIA's requirements for qualifications, experience and competence;
- g) Promote, maintain and safeguard the professional welfare and status of all licensed and registered architects.
- h) Promote the compilation, maintenance and publication of a register of persons, groups of persons or corporate entities deemed qualified to practice Architecture in Liberia;
- i) Promulgate conditions of engagement of architectural service in order to guide and regulate practice standard of members in Liberia;
- j) Engage in any other lawful activities or tasks which are incidental to or conducive to the attainment of the said objectives.



### 3.8 RULES & OPERATING PROCEDURES OF THE INSTITUTE

The Institute's rules and procedures by which it will conduct its operations will be as set out in its By-laws and Constitution, and as may be modified in accordance with the provisions of the By-laws.

### 3.9 ARB AND INSTITUTE TO COLLABORATE

The ARB and Institute shall work collaboratively to achieve the objective of ensuring the delivery of environmentally and physically safe, quality and value-based architecture products in Liberia, within a legally controlled environment. The ARB and Institute shall, among other actions to be taken, develop and adopt mutually acceptable rules and procedures that will enable the institutions individually and collectively execute their functions in pursuit of the above objective. Such rules and procedures shall include but not limited to all or any of the following matters:

- a. The minimum qualification requirements (academic and professional training) for any person to be licensed and registered to practice architecture in Liberia.
- b. The minimum qualification requirements for a business entity to provide architecture service in Liberia.
- c. The definition of unprofessional conduct (professional misconduct) by an architect and for determining the mode of inquiry into, the method of dealing with such conduct and the penalties which may be imposed upon any member of the Institute found guilty of such conduct.
- d. The code of conduct for architects and in the practice of architecture.
- e. The scale of fees to be charged by architects for professional advice, services rendered, and work done.
- f. The fees to be paid for licensure and registration and annual and applicable renewal fees.
- g. Requirements and procedure to be followed by persons applying for licensure and registration as architects, and
- h. Instructions and orders conducive to the maintenance and improvement of the status of architects in Liberia.
- i. Any other issues that may be seen to promote and guide the practice of architecture in Liberia.

## **PART 4**

### **QUALIFICATIONS AND REGISTRATION**

- 4.1 Subject to the provisions of section 4.2 of this Act, any person is entitled to be registered as an architect on payment of the prescribed fee, if he/she is a member (in good standing) of the Liberia Institute of Architects and is:
- a. a person who has passed the qualifying examinations of the courses prescribed or approved by the Board under this Act, and completes practical training of such description and for such period as may be prescribed by Institute and approved by the Board; or
  - b. a person who has passed the qualifying examinations of any society or institute of architects by whatever name called, recognized by the ARB as being in the opinion of the ARB an association of equivalent status to the Liberia Institute of Architects; or
  - c. a person who was a member of the Liberian Institute of Architects immediately before the commencement of this Act.
- 4.2 Qualification for registration as 'Architect' and 'Architecture Firm':
- 4.2.1 No person shall be registered as an 'Architect':
- a. Unless he/she has:
    - i. become resident in Liberia for a period of at least two years;
    - ii. obtained the required academic and professional training qualifications;
    - iii. obtained membership of the Institute; and
    - iv. paid the prescribed fees to the Institute and Board; or
  - b. if he/she has been:
    - i. adjudged by a court of competent jurisdiction to be of unsound mind;
    - ii. convicted by a court of competent jurisdiction whether in Liberia or elsewhere, of any offence involving fraud or dishonesty and sentenced to imprisonment; or
  - c. If having been adjudged insolvent or bankrupt, has not been granted by a court of competent jurisdiction, a certificate to the effect that his/her insolvency or bankruptcy has risen wholly or partly from unavoidable losses or misfortunes.

- d. Notwithstanding anything in this section, a person not resident in Liberia being otherwise qualified may make a special application for temporary registration for the purpose of executing a specific project.

4.2.2 No business entity shall be registered as an 'Architecture Firm':

a. Unless the business entity has:

- i. Fully completed all business registration formalities required to conduct business in Liberia, as approved by the board for licensing and registering of architects, and/or architecture firms.
- ii. Has at least one fulltime staff member who is a licensed and registered architect that is recognized by the ARB.
- iii. Shows evidence of having a physical address from which its business will be conducted;
- iv. Paid the prescribed fees to the Institute and Board; or

b. if the business entity has been:

- iii. Assessed by the LIA to be deficient in the basic manpower and material resources necessary for functioning as an architecture firm;
- iv. convicted by a court of competent jurisdiction whether in Liberia or elsewhere, of any offence involving professional misconduct, fraud or dishonesty, and convicted; or

- c. If having been adjudged insolvent or bankrupt, has not been granted by a court of competent jurisdiction, a certificate to the effect that the firm's insolvency or bankruptcy has risen wholly or partly from unavoidable losses or misfortunes.

4.3 The ARB shall:

- a. Keep a register to be known in this Act as "The Register of Architects" in which shall be registered the name of every person immediately on his/her being accepted for registration by the ARB, showing against his/her name such particulars as the Board from time to time may deem necessary.
- b. Keep a register to be known in this Act as "The Register of Architecture Firms" in which shall be registered the name of every legally formed business entity registered to provide architecture and architecture related services immediately upon the business entity being accepted for registration by the ARB, showing

against its name such particulars as the Board from time to time may deem necessary.

- 4.4 Subject to the provisions of section 4.3 of this Act, the ARB may strike off the respective Register the name of an architect or a firm if satisfied that the architect or firm is unfit to practice the profession of architecture by reason that the architect or firm has been guilty of professional misconduct or has become subject to any of the disqualifications specified in section 4.2 of this Act.
- 4.4.1 The name of a person or firm whose name has been struck off the register under subsection 4.4 of this section may be restored to the register if the ARB is satisfied that the architect or firm has become subsequently a fit and proper person or firm to practice the profession of architecture, on the settlement of such penalties which may be decided by the Board.
- 4.4.2 The name of a person or firm shall not be struck off the respective Register unless a disciplinary committee established by the ARB has, after due inquiry, made a report to the ARB that the person or firm concerned has been guilty of professional misconduct or is otherwise disqualified under the provisions of section 4.2 of this Act.
- 4.5 Where the ARB has reasonable cause to believe whether upon complaint made to it by the Institute or otherwise that any person or firm who is a registered architect or firm has been guilty of professional misconduct, the ARB may appoint a disciplinary committee for the purpose of holding an inquiry into the conduct of that person. The inquiry shall be conducted in keeping with the rules and procedures established by the ARB.
- 4.6 Any person aggrieved by a decision of the Board under section 4.4 of this Act may seek legal redress through the Courts against the decision.
- 4.6.1 The Courts may upon such appeal, confirm, rescind or vary the decision appealed against and upon such terms and conditions as it may think fit.
- 4.6.2 Every appeal under this section shall be made within one month from the date of such order and the ARB shall not execute its order before that period has expired and it has been ascertained that no such appeal has been lodged.
- 4.7 USE OF TITLE 'ARCHITECT' & ARCHITECTURAL FIRM

- 4.7.1 No person whose name is not entered in the Register may take or use the title of "architect" or practice under any name, title or style containing the word "architect" or "architecture" or "architectural".

Likewise, no firm whose name is not entered in the Register of firms may conduct business or practice under any name, title or style containing the word or "architecture" or "architectural firm".

- 4.7.2 Notwithstanding anything contained in subsection 4.7.1 of this section, any firm of architects, one of the partners of which is a licensed and registered architect may take and use the title "architect" or practice under any name, title or style containing the words "architecture" or "architectural firm".

## **PART 5**

### **MISCELLANEOUS PROVISIONS**

- 5.1 Except where otherwise provided by this Act, any person who contravenes any provision of this Act shall be guilty of an offence, and subject to court action liable to punishment in accordance with Liberian law.
- 5.2 Subject to Section 5.1 of this section and to section 4 of this Act, every person or firm shall be guilty of an offence who, being a person or firm carrying on business in Liberia and not being an architect or firm registered under this Act, uses or causes or permits to be used in connection with his/her/its name under which he/she/it carries on business, the word "architect" or "architectural" or any words, initials or abbreviations of words intended to cause or which may reasonably cause any person to believe that the person or firm using the name is an architect or architecture firm.
- 5.3 Nothing in subsection 5.1 of this section shall apply to the use of the term "naval architect" or the term "landscape architect" by any person in connection with the profession or calling so prescribed.
- 5.4 Notwithstanding any provision of this Act, on the death (whether before or after the commencement of this Act) of any architect who was at the time of his/her death actually carrying on practice as an architect, it shall be lawful for his/her personal representative, whom is not an architect, (with a view to the disposal of goodwill), to continue the practice under the management of a licensed and registered architect for a stipulated period as reviewed and determined by the ARB.
- (a) The personal representative shall notify the ARB in writing of the licensed and registered architect who is for the time being managing such practice.

(b) The ARB shall keep a register of the practice of deceased architects in which shall be registered the names of the managers of those practices.

5.5 a. No registered architect shall be entitled to practice as an architect unless he/she is a holder of an annual practicing certificate which is for the time being in force.

b. A practicing certificate shall be issued by the ARB on application to it by a registered architect and upon payment of the *prescribed annual fee*.

c. Every certificate to practice shall be valid until the 31<sup>st</sup> day of December of the year in which it is issued and may from time to time be renewed upon payment of the prescribed annual prescription.

Provided that the certificate shall cease to be valid where during the currency of that certificate the person to whom it is issued ceases to be registered under this Act or the registration of that person is suspended under this Act.

d. Every person or business entity who practices or undertakes to practice in contravention of this Act shall be guilty of an offence and shall be subject to prosecution in accordance with Liberian law.

5.6 The Chairman may, upon the recommendation and approval of the ARB, make regulations for or in respect of any matter relating to or connected with the functions of the ARB under this Act, or the proper exercise, discharge or performance thereof.

-2021-

FOURTH SESSION OF THE FIFTY-FOURTH  
LEGISLATURE OF THE REPUBLIC OF LIBERIA

HOUSE'S ENGROSSED BILL NO. 25 ENTITLED:

“AN ACT TO ESTABLISH THE ARCHITECTS ACT  
OF LIBERIA 2022”

On Motion, the Bill was read. On motion, the Bill was adopted on its first reading and sent to committee Room on Thursday, February 24, 2022 @ 13:13 G.M.T.

On Motion, the Bill was taken from Committee Room for its second reading. On motion, under the suspension of the rule, the second reading of the Bill constituted its third and final reading and the Bill was adopted, passed into the full force of the law and ordered engrossed today, Friday July 22, 2022 @ 16:43 G. M.T



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CHIEF CLERK, HOUSE OF REPRESENTATIVES, R.L

-2023-

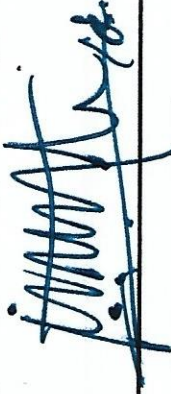
SIXTH SESSION OF THE FIFTY-FOURTH LEGISLATURE  
OF THE REPUBLIC OF LIBERIA

SENATE'S ENDORSEMENT TO HOUSE'S ENGROSSED BILL  
NO. 25 ENTITLED:

“AN ACT TO ESTABLISH THE ARCHITECTS ACT  
OF LIBERIA 2022”

On motion, Bill read on its 1<sup>st</sup> reading, Friday, August 19, 2022, @ 13:25 GMT. On motion Bill read on its second reading, adopted and sent to the Committee Room on Tuesday, August 23, 2022 at 11:45 G.M.T.

On motion, Bill taken from the Committee Room. On motion under the suspension of the rule, the third reading of the Bill constituted the third and final reading and the Bill was adopted, passed into the full force of the law and ordered engrossed today, Monday, July 31, 2023 @ 12:18 G.M.T.



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SECRETARY OF THE SENATE, R.L.

-2023-

ATTESTATION TO:

**“AN ACT TO ESTABLISH THE ARCHITECTS  
ACT OF LIBERIA 2022”**

*for Albert Chui*

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VICE PRESIDENT OF THE REPUBLIC OF LIBERIA/  
PRESIDENT OF THE SENATE

*[Signature]*

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SECRETARY, LIBERIAN SENATE

*[Signature]*

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SPEAKER, HOUSE OF REPRESENTATIVES, R.L.

*Nkeedee W. Bayon*

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CHIEF CLERK, HOUSE OF REPRESENTATIVES





# THE HONORABLE HOUSE OF REPRESENTATIVES

Capitol Building

P.O. Box 9005

Monrovia, Liberia

Website: [www.legislature.gov.lr](http://www.legislature.gov.lr)



**-2023-**

SIXTH SESSION OF THE FIFTY-FOURTH LEGISLATURE OF THE REPUBLIC  
OF LIBERIA

SCHEDULE OF HOUSE'S ENROLLED BILL NO. 16 ENTITLED:

**“AN ACT TO ESTABLISH THE ARCHITECTS ACT OF  
LIBERIA 2022”**

PRESENTED TO THE PRESIDENT OF THE REPUBLIC OF LIBERIA FOR EXECUTIVE  
APPROVAL

APPROVED THIS: 21<sup>ST</sup> DAY OF AUGUST A.D. 2023

AT THE HOUR OF 1830 hrs

\_\_\_\_\_  
THE PRESIDENT OF THE REPUBLIC OF LIBERIA