



REGULATION 02 -

CODE OF ETHICS

1 GENERAL

The Institute is committed to the highest standards of professional conduct on the part of its Members, who shall at all times, particularly on site, or elsewhere on duty, conduct themselves in such a way that the respect, reputation, honour and dignity of the Member and the Institute is upheld and enhanced.

2 COMPETENCE

- a) Instructions received and accepted by members should either be received in writing from the client and/or confirmed back in writing in sufficient detail in order to avoid any misinterpretation.
- b) Members' professional reports should be relevant, accurate, and address the requirements and needs of the client.
- c) Members should define their fee basis prior to accepting instructions for an appointment.
- d) The Institute recommends that members utilise Consulting Agreements similar to or based on the Specific Terms of Engagement prepared for NZIBS members.

3 CONFLICT OF INTEREST

Members must not involve themselves, or alternatively be prepared to remove themselves, as practitioners or employees in any situation having a potential or actual conflict of interest.

4 CONDUCT

No Member shall :

- (a) accept any secret trade or other discount, commission or allowance in connection with any work execution of which they are engaged;
- (b) after acceptance of an engagement, terminate the contract without just cause thereby failing to fulfil their professional obligations; or
- (c) accept engagement as a building surveyor and divulge to another person, firm or company any information of a confidential nature relating to the business activities of the client; or
- (d) conduct themselves in such a manner as to prejudice the profession of building surveyors, or the status or reputation of Members of the Institute; or
- (e) obtain registration by misrepresentation as to their eligibility or qualifications; or
- (f) be guilty of reprehensible conduct either in the practice of their profession or at a meeting of the Institute; or
- (g) use any professional designation by description or initials to which they are not entitled; or
- (h) be entitled to remain a member having been convicted of a serious criminal offence.

5 DISCIPLINE

Any breach of this Code of Ethics shall render the Member committing the breach liable to the disciplinary procedures of the Institute.

The Executive, in dealing with any matters deemed to require disciplinary action, may in its sole discretion, impose a fine in respect thereof not exceeding \$1,000.00 (one thousand dollars), or may order the expulsion of the Member from the Institute.

The Executive's decision shall be final and binding in all matters.