

## **CODE OF ETHICS**

Any person admitted to membership of the Institute will be deemed to have accepted that this code will be binding upon them. Any member found after due enquiry to be in breach of the code shall be subject to the procedures set out in the Institute's Articles of Association. Interpretation of the term "member" shall be as specified in the Articles of Association.

### **1. General Conduct**

Members shall conduct themselves only in such ways as are appropriate to maintain the respect of the general public and of members of other organisations with whom they may have dealings.

### **2. Reputation of the Institute**

Members will act in such a manner as to uphold the reputation of the Institute and will refrain from any activity likely to bring the Institute into disrepute.

### **3. Applications of Skills**

Members will use their skills with integrity and in the interests of their employer or client and will not permit personal or political views or the views of other persons to influence their professional judgement.

### **4. Confidentiality**

Members who receive information in confidence will not divulge such information without the express permission of the appropriate authority. In the pursuit of local economic development and in particular of economic growth and inward investment, it may be necessary to request information from businesses which those businesses may consider to be of a sensitive and confidential nature. In order to protect those businesses, and to enable the practitioner to continue to seek and receive such information in the pursuance of his role, the Institute considers that good practice requires that no such privileged information should be revealed to third parties under any circumstances without express permission of the business concerned.

### **5. Law**

Notwithstanding any part of this code, Members will at all times comply with the letter and spirit of the law.

### **6. Personal Gain**

Members shall not use their office or employment for any personal gain other than the proper remuneration from their employer or client. Members shall not accept gift, favour or hospitality which is intended, or which may be deemed by others, to have the effect of bribery or corruption.

### **7. Declaration of Interest**

Members shall declare any personal interest which may impinge upon their impartiality in performing their duties.

### **8. Injury to Others**

Members shall take care to refrain from acting maliciously or recklessly in such manner as may cause injury to the reputation or prospects of another.

### **9. Responsibility**

Members shall accept full responsibility for work carried out by themselves and shall take all reasonable steps to ensure that others working under their direction are competent to carry out the tasks assigned to them.

### **10. Training**

Members shall encourage those under their supervision or direction to improve their skills and potential by undertaking suitable training. Members shall also take all reasonable steps to improve and develop their own professional competence.