

Code of Practice



Confidentiality

We are committed to maintaining the highest degree of integrity in all our dealings with potential, current and past clients in terms of commercial confidentiality and the protection of all personal information.

We will at all times conduct our business honestly and honourably and expect our clients and suppliers to do likewise. Our advice, strategic assistance and the methods carried out through our training, take account of ethical considerations.

Duty of Care

Our actions and advice will always conform to current law and we believe that all organisations and businesses, including this Association, should avoid causing any adverse effect on the human rights of people we deal with.

Intellectual Property and Moral Rights

We retain the moral rights in, and ownership of, all intellectual property that we create unless agreed otherwise in advance. In return we respect the moral and intellectual rights vested in others.

Quality Assurance

We maintain the quality of our activities through constant ongoing reviews and continuous professional development. We encourage regular review meetings and provide regular reports on the effectiveness of our actions.

Professional Conduct

We conduct all our activities professionally and with integrity. We take great care to be completely objective in our judgement and any recommendations that we offer. This is to ensure that any issues are never influenced by anything other than in the best interests of our members and clients.

Equality and Discrimination

We always strive to be fair and objective in our advice and actions, and we are never influenced in our decisions, actions or recommendations by issues of gender, race, creed, colour, age or personal disability.