

Chartered Institution of Highways & Transportation

Code of Professional Conduct

Introduction

This Code of Professional Conduct gives details (in Section 1) of the *Rules of Professional Conduct* which govern the ethical behaviour of all CIHT members, irrespective of their grade. This is followed, in Section 2, by the *Disciplinary Procedure* which will be followed in the event of a complaint against a member of the Institution.

Section 1

Rules of Professional Conduct

1. Introduction

This section covers, in plain language, those basic things that members must do to ensure that they behave in an ethical way. These Rules are based closely on the Statement of Ethical Principles issued by the Royal Academy of Engineering, and has been adapted to allow for non-engineering applications and the particular environment within which members of the Chartered Institution of Highways & Transportation operate.

In the course of their careers members may undertake roles which remove them from direct involvement with professional matters. This does not, however, remove from them the obligation, as members of the Institution, to act in accordance with the Rules of Professional Conduct in all aspects of their professional lives.

Any member convicted by a court, or other competent tribunal, of a criminal or civil offence that, in the opinion of the Professional Conduct Panel, renders them unfit to be a member shall be guilty of improper conduct.

Accuracy and Rigour

Members of the Institution have a duty to ensure that they acquire, and use wisely and faithfully, the knowledge that is relevant to their work in the service of others.

They must:

- always act with due skill, care and diligence with proper regard for professional standards;
- perform services only in areas of their current competence;
- keep their knowledge and skills up to date and assist the development of appropriate highways and transportation knowledge and skills in others;
- not knowingly mislead anyone, or allow others to be misled, about professional and technical matters;
- present and review professional and technical evidence, theory and interpretation honestly, accurately and without bias;
- assess and manage relevant risks and communicate these appropriately.

Honesty and Integrity

Members of the Institution must adopt the highest standards of professional conduct, openness, fairness and honesty.

They must:

- be alert to the ways in which their work might affect others and duly respect the rights and reputations of other parties;
- avoid, where possible, real or perceived conflicts of interest and advise affected parties when such conflict arises;
- reject bribery and all forms of corrupt behaviour and make positive efforts to ensure that others do likewise;
- act for each employer or client in a reliable and trustworthy manner;
- respect the confidentiality of information gained in the course of their work;
- notify the Institution if convicted of a criminal offence or upon becoming bankrupt or disqualified as a Company Director

Respect for Life, Law and the Public Good

Members of the Institution must give due weight to all relevant law, facts and best practice guidance, and the wider public interest.

They must:

- ensure that their work is lawful ;
- minimise and justify any adverse effect on society or on the natural environment for their own and succeeding generations;
- take due account of the limited availability of natural and human resources;
- hold paramount the health, welfare and safety of others;
- avoid maliciously or recklessly injuring or attempting to injure the reputation of another person;
- act honourably, responsibly and lawfully and uphold the reputation, standing and dignity of the profession and the Institution.

Responsible Leadership: Listening and Informing

Members of the Institution must aspire to high standards of leadership. They hold a privileged and trusted position in society, and are required to demonstrate that they serve wider society and to be sensitive to public concerns.

They must:

- be aware of the issues that the professions associated with highways and transportation raise for society, and listen to the aspirations and concerns of others;
- actively promote public awareness and understanding of the impact and benefits of achievements in highways and transportation;
- report any violation of this Code by a member to CIHT.