



CODE OF CONDUCT AND PROFESSIONAL ETHICS POLICY

ICW Building Control Ltd staff are expected to uphold the highest standards of personal and professional conduct, guided by the fundamental principles of the CICAIR Code of Conduct and the Building Control Performance Standards.

Honesty & Integrity

ICW Building Control Ltd staff will:

- act in a reliable and trustworthy manner and treat others with equality and fairness
- be alert to the ways in which their work and behaviour might affect others and respect privacy, rights and reputations of other parties and individuals
- act impartially and not allow bias, incentives, improper influence, professional or financial conflicts of interest or the undue influence of others to override professional judgements
- avoid any actions or situations that are inconsistent with their professional obligations
- always comply with all relevant laws and regulations

Competency

ICW Building Control Ltd staff will:

- provide and maintain the level of service required by ICW Building Control Ltd
- perform services only in areas in which they are currently competent or under competent supervision, and within the limits of available resources
- keep their knowledge and skills up to date, and to the expected level set out in the CICAIR Knowledge Base
- assist in the development of knowledge and skills in others
- present and review theory, evidence and interpretation honestly, accurately, objectively and without bias, while respecting reasoned alternative views
- always comply with the Building Control Performance Standards
- pay due regard to industry best practice, technical and professional standards and to the CICAIR Code of Conduct Guidance Notes.

Accountability

ICW Building Control Ltd staff will

- compete fairly and legally with other building control bodies in line with the Building Control Performance Standards and Building Control Alliance Protocols
- not delegate work, unless it is to another Approved Inspector or a named Professional Consultant, and not allow that work to further delegated.
- provide, on request, their complaints procedure and investigate complaints in accordance with the insurers requirements
- always uphold the reputation of the profession and of CICAIR
- act in accordance with the information provided to CICAIR during the Approved Inspector approval, audit and annual monitoring process.
- exercise full disclosure and co-operate in a timely manner with all investigations, and with audits, by CICAIR, the Secretary of State or Welsh Ministers