

# CODE OF ETHICS



1. A Member of the Institute's conduct is at one with the spirit and values reflected in the SABI Constitution and Regulations.
2. A Member's conduct in all situations is characterised by integrity, honesty and reliability.
3. A Member is committed to adhere to the newest SABI Design Norms.
4. A Member must always act in the best interest of his/her client/s, as long as the Member's actions and/or lack of action:
  - Do not contribute to the unfair treatment or to the detriment of any other party(ies);
  - Do not harm the environment;
  - Do not undermine the public interest.
5. When a Member engages with a prospective client, he/she must at the beginning of discussions, which may lead to work being undertaken, openly state his/her relationship to any firm, organisation or person who may benefit financially from the appointment.
6. A Member may not, without prior permission, disclose any information concerning the business affairs or specific technical processes of his/her client/s.
7. A Member may not misinform a prospective, existing client or any other person about his/her qualifications, experience or expertise.
8. A Member may only provide such professional service/s as he/she is by training and experience qualified to do.
9. A Member may not make any improper actions or suggestions in order to secure an assignment.
10. A Member shall not directly or indirectly try to influence a fellow Member's commissioning or appointment to a contract or job.
11. A Member may appoint experts or specialists and recommend or offer her/his opinion on when these services would be in the best interests of his/her client.
12. A Member may only render professional advice that reflects the best of his/her knowledge and judgement, given the circumstances.
13. A Member may not harm the professional reputation, prospects or business of another member or the employer of such a member, whether directly or indirectly, falsely, maliciously, recklessly or through silence or in an attempt to effect particular circumstances.
14. A Member may not use the professional work of another member, except with the prior consent of the member concerned and/or his/her employer.
15. A Member should try to create opportunities for professional development and the progress of other members in his/her sphere of control.
16. It is the duty of any Member, who may have information that another member has broken this Code of Ethical Conduct and could cause SABI damage, to bring this to the attention of his/her Branch Chairperson.
17. The board may authorize anyone at its discretion to investigate, evaluate and report results as to the professional work of a Member. (With notice given to the Member being investigated.)

