Code of Ethics & Professional Conduct

DOCUMENT CONTROL CERTIFICATE

Version/ Amendment No	Date	Nature of Version/Amendment
Version 1	December 2013	Draft Revision of Code of Ethics Principles for Review by AIPM Members. This draft document is intended to update the 'Code of Ethics for the Project Management Industry' adopted by the AIPM from the Project Manager's Forum *circa.* 1988.
Version 2	March 2014	Review/Teleconference - 'Go to Meeting'
Version 3	April 2014	Chivonne Algeo and Ray Abe Review
Version 4	April 2018	David Bryant
Version 5	August 2018	Nicole Nader, David Bryant

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Approving Authority	Board of Directors

TABLE OF CONTENTS

The Australian Institute of Project Management (the Institute) is the peak body for project management in Australia, representing and promoting the interests of those involved in project management in all industries and sectors. The Institute aims to be recognised by business, industry, and government, as the key promoter, developer, and leader in defining project management professionalism for the general good of society.

Project managers must be seen to be applying ethical principles in their conduct and dealings with members of the project team, the client, associated project stakeholders, and the public and not compromise their ethical principles to satisfy competing project expectations.

A project manager is the person responsible for leading a project from its inception to execution. This includes planning, execution and managing the people, resources and scope of the project. Project managers must have the discipline to create clear, ethical and attainable objectives and to see them through to successful completion. The project manager is responsible for the success of an assigned project and therefore should have full responsibility and authority to complete the endeavour.

In considering the operation and application of the Code, the ethical and professional principles for project managers will apply to members in other project or related roles, such as construction managers, team members, sponsors, etc.

This Code of Ethics and Professional Conduct will be referred to as the 'Code' in the remaining sections of this document. The Code sets out the values and principles that shape the decisions we make in project management practice expected by the Institute as a condition of membership or personal association with the Institute.

The Code applies to:

- Institute members of all membership grades, and

- Non-members who apply to commence an Institute accreditation process.

A member expresses his or her commitment to the Code and to subsequent changes to the Code which may be agreed from time to time, when a member joins or becomes associated with the Institute. This commitment is also expressed through an AIPM membership renewal or upgrade of membership, and acceptance of any accreditation or certification offered by the Institute.

As members of the Institute, we commit to practice in accordance with this Code and accept that we will be held responsible for our conduct under the Institutes disciplinary regulations. Institute members, associates, and affiliates, in the pursuit of their profession, affect the quality of life for all people in society. It is therefore vital that a member conducts his or her work in a professional manner to earn and maintain the confidence of team members, colleagues, employees, employers, clients, and the public.

The Institute recognises that ethical values and principles are enduring. Standards of acceptable conduct can vary according to changes to community expectations and standards. It is intended this code will be reviewed from time to time as part of continuous improvement given that ethical problems and solutions may change with community expectations.

In undertaking project management practice, we will:

1. ACT WITH INTEGRITY

1.1. Be honest and trustworthy

a) be responsible for their advice, actions, omissions, and be truthful in their dealings;
b) manage real or perceived conflicts of interest, and ensure conflicts are disclosed to all relevant parties;
c) respect confidentiality obligations expressed or implied;
d) obey the laws of the country and not engage in improper, fraudulent, corrupt or criminal conduct;
e) neither give or accept a gift, service or payment where this can be deemed to be other than of a nominal value.

1.2. Demonstrate respect for others

a) act as faithful agents or trustees for their employers and clients in all business matters;
b) apply knowledge and skills without bias or discrimination and with courtesy;
c) appreciate power imbalances and not seek to exploit these for personal gain.

1.3. Act with a clear conscience

a) do what is ethical;
b) act impartially;
c) act in a professional manner;
d) give due consideration to legal, contractual and employment obligations.

2. PRACTICE COMPETENTLY

2.1. Maintain and develop knowledge and skills

a) maintain professional skills and recognise the importance of ongoing personal development and education;
b) act carefully and diligently;
c) seek, accept and offer honest critiques of work, and properly credit the contribution of others;
d) support the continuing development of project team members, colleagues and co- workers in their professional development.

2.2. Act on the basis of adequate competency

a) practice within areas of competence;
b) should not misrepresent his or her skills, qualifications and experience in such a way as to cause risk to the project, mislead an employer or client, or bring the Institute's reputation into disrepute;
c) practice in accordance with legal and statutory requirements and within commonly accepted standards.

3. DEMONSTRATE LEADERSHIP

3.1. Uphold the reputation of the profession

a) support and advocate the values of ethical practice;
b) engage responsibly in public forums;
c) seek to extend public knowledge and appreciation of the profession and what it may offer;
d) uphold the values and mission of the Institute and behave in a way which enhances the reputation and credibility of members, their employer/s, and the Institute;
e) promote conscientious behaviours to ensure project outcomes are met efficiently and effectively;
f) treat all project team members, colleagues, and co-workers fairly in line with relevant anti- discrimination legislation;
g) promote diversity in project management leadership;
h) advance the integrity and prestige of the profession by practising in a dignified manner, and not compromise minimum standards of performance even in the face of internal or external pressure;
i) support the Institute by actively participating and encouraging colleagues and co-workers to meet the ideals of this Code.

4. ACT WITH RESPONSIBILITY

4.1. Engage responsibly with the community

a) be open to community issues when potentially impacted by your actions;
b) endeavour to keep employers or clients aware of potential consequences of project activities;
c) promote the engagement of stakeholders and community in decisions on activities that may impact on them.

4.2. Foster health, safety and wellbeing

a) a) incorporate safety, health, social, environmental and economic considerations into project decision making.

4.3. Balance the needs of the present with the needs of the future

a) aim to deliver outcomes that meet the principles of sustainability in terms of economic, environmental and social considerations.

5. BREACH OF CODE OF PROFESSIONAL CONDUCT

In the event of an alleged breach of the Code the matter shall be dealt with according to the terms of reference of the Institute's Complaints and Disciplinary Process. In the adjudication of complaints against members, the assessment of the complaint shall be based on available evidence, and in accordance with the principles of natural justice.

6. REFERENCES

Professional Standards Council (2002): Model Code of Ethics

Principles. AIPM Complaints and Disciplinary Process.

AIPM Values 2018

AIPM Cultural Values	Relevant AIPM Code of Ethics section	Notes
Members Matter: We create value for members, organisations and partners by putting them at the centre of everything we do.	4.3 Balance the needs of the present with the needs of the future.	This value can be interpreted as thinking about the longer-term needs of our members rather than short terms wins which would align with this section of the AIPM code of Ethics.
Market Leadership: We set the benchmark in industry thinking to grow support and recognise the project management profession.	3.1 Uphold the reputation of the profession.	This value is supported by this Code of Ethic section.
Ultimate Professionals: We role model best practice in disciplined product, service and delivery.	2.1 Maintain and develop knowledge and skills. 2.2 Act on the basis of adequate competency.	These values are supported by this Code of Ethic section.
One team: We work together utilising and respecting internal and external expertise to achieve AIPM goals.		
Diversity by Default: We are consciously inclusive of all people, ideas and approaches; embracing change and diverse perspectives.	1.2 Demonstrate respect for others. 4.1 Engage responsibly with the community.	This value is supported by this Code of Ethic section.
	1.1 Be honest and trustworthy. 1.3 Act with a clear conscience.	This section of the Code of Ethics builds on principles of good governance e.g. obeying the law, acting ethically and conflicts of interest.
	4.2 Foster health, safety and wellbeing.	This section of the Code of Ethics builds on OH&S Legislation.