

HCAA Code of Professional Conduct

Version 02 - March 2020

Members of the HCAA are required to maintain the highest standards of professional conduct.

All members must order their conduct in accordance with this Code. Members engaged in work outside of Australia or New Zealand shall comply as far as is possible with this Code and with any established standards of conduct that exist in that country.

Members shall:

- At all times so order their conduct as to uphold the dignity and reputation of their profession and to safeguard the public interest in matters relevant to the art, science and practice of Hydraulic and Fire Services Engineering/Consulting.
- Exercise professional skill, care and diligence to the best of their ability and discharge their duties and responsibilities with fidelity, and with proper regard for professional standards.
- Actively maintain, and where possible encourage others to maintain, their professional competence through systematic improvement and broadening of their knowledge and skill in accordance with Association guidelines on Continuing Professional Development (CPD) as published from time to time.
- Reject bribery and all forms of corrupt behaviour and make positive efforts to ensure others do likewise.
- Avoid, where possible, real or perceived conflict of interest and disclose to their employer or client any significant interest in another company, firm or person carrying on any business which may benefit directly or indirectly from their work.
- When acting on behalf of the Association declare their position if faced with a conflict of interest, accurately represent the views of the Association, and refrain from promoting their own or their employers' interest.
- Take all reasonable steps to prevent avoidable danger to the health, safety and welfare of themselves, colleagues and the general public.
- Promote the principles of sustainability and seek to prevent the avoidable adverse impact on the environment and Society.
- Only undertake work for which they have sufficient professional and technical competence and adequate resources to meet their obligations. They should also disclose relevant limitations of competence.
- Treat all persons fairly and with respect and embrace equality of opportunity, diversity and the elimination of discrimination.
- Cooperate and integrate proactively and with other professionals in the built environment
- Observe the proper duties of confidentiality owed to appropriate parties
- Notify the Association if convicted of a criminal offence or disqualified as a company director.
- Assess relevant liability, and if appropriate hold professional indemnity insurance.
- Notify the Association of any significant violation of the Association's Code of Conduct by another member.