



# CODE OF ETHICS

## 1. Definitions

Member shall mean any person admitted to any grade of the IGPNG for the purposes of this Code, unless the context otherwise requires membership of the Institute;

Institute shall mean the Institute of Geoscientists in Papua New Guinea (IGPNG);

Council shall mean the board of directors and governing council of the Institute;

Ethics and Standards Committee shall mean the Ethics and Standards Committee duly constituted and regulated by the Council under the Bylaws of the Institute's Articles of Association Incorporation;

The male gender shall include the female gender and the singular shall include the plural, and vice versa.

## 2. Principle

Members shall discharge their duties with fidelity to the public, their employers and clients, and at all times in their professional or employed capacities carry out their work with competence, integrity and professional responsibility.

## 3. Applications

This Code shall apply to all members including Graduates, Members, Fellows and Registered Professional Geoscientists of the Institute.

## 4. Duties

In all working decisions and recommendations, a member shall have due regard for the welfare and safety of the community which may be affected by the work for which he is responsible or which may result from his recommendations. All members are required to conform to this Code so as to uphold the dignity of their profession and to maintain the highest possible level of conduct in all professional matters.

## 5. Matters of Fact

A member shall avoid and discourage exaggerated and unwarranted statements. If called upon to give evidence or otherwise to speak on a matter of fact a member shall state what he believes to be the truth with scrupulous impartiality.

## 6. Matters of Opinion

Provided that the matter is clearly expressed as an opinion, a member may, where required, give a considered professional opinion based on facts, experience, interpretation, extrapolation or a combination of these.

## 7. Public Comment

In any public written or verbal comment, a member shall be careful to state whether the statements or assertions made therein represent facts, an interpretation of facts, an opinion, or a belief. In all such circumstances, a member shall act only with propriety in criticising the ability, opinion or integrity of another member, person or organisation.

## **8. Intra-Professional Conduct**

A member shall neither intentionally nor negligently do anything to injure, directly or indirectly, the reputation, prospects or business of another member. However, if he considers a member to be guilty of unethical, illegal or unfair practice, it is his duty to present his views and the relevant information to the Council.

## **9. Unfair Advantage**

A member shall not use the advantages of former or present status or position to compete unfairly with members in private practice, nor use unfairly the advantages of private practice to the detriment of salaried members.

## **10. Limitation**

A member shall engage or advise his employer or client to engage, and cooperate with, other experts and specialists whenever the employer's or client's interests would be best served by such service. He shall not accept a concealed fee for referring a client or employer to a specialist or for recommending services other than his own.

## **11. Training of Subordinates**

When in a position of authority over other members of the profession, a member shall take care to see that those under his direction are afforded every reasonable opportunity to advance their knowledge and experience.

## **12. Credit to Others**

A member shall ensure that proper credit is given to any associate, subordinate or otherwise, who has contributed to work for which he is responsible or whose work is being reviewed.

## **13. Acceptance of Favours**

A member shall avoid placing himself under any obligation to any person or organisation who might deal with his employer or client. He shall not accept any substantial favours from such person or organisation.

## **14. Patents or Information**

A member shall not receive, either directly or indirectly, any royalty, gratuity or commission in respect of any patented or protected article or information or process used in any work with which he may be connected unless he shall have fully disclosed the fact, in writing, to his employer, client or fellow professionals and associates in this matter.

## **15. Confidential Information**

A member shall not use for any personal gain or advantage, nor shall he disclose, confidential information which he may acquire as a result of special opportunities arising out of work done for his client or employer, without the consent in writing of his client or employer or until it is clear that there can no longer be a conflict of interest with the original client or employer.

## **16. Contract Preparation and Supervision**

In the planning of work, preparation of plans, reports, specifications and contract documents and in the supervision of work, a member shall have due regard for and protect the interests of his client or employer, who he shall represent with the utmost good faith. However, in the interpretation of all contract documents, he shall maintain an attitude of scrupulous impartiality as between his client and employer on the one hand and the contractor on the other and shall, as far as he can, ensure that each party to the contract shall discharge his respective duties and enjoy his respective rights as set down in the contract or agreement.

## **17. Consulting Practice**

A member shall not describe himself, nor permit himself to be described as a consultant in his particular branch or branches of the profession unless he occupies a position of professional independence and is able to act as an

unbiased and independent adviser. When acting as a consultant he shall conform in all respects with the Code of Ethics of this Institute. He shall not knowingly accept professional work in connection with which another member has been appointed to act, except in collaboration with such other member, unless he be formally notified by the Client that he is required to act, and that the other member has been appropriately notified. He shall not tender nor knowingly compete with any other member for employment on the basis of professional charges. He shall not conduct himself in a manner or act in any capacity nor hold any appointment, which, in the opinion of the Council, prejudices his status as a Consultant or the interests of the Institute. Members who are directors or responsible officers of companies carrying on a practice as Consultants should endeavour to ensure at all times that the professional practice of the company conforms to the spirit of the Institute's Code of Ethics.

### **18. Governmental and Organisational Requirements**

A member shall have knowledge of and strictly comply with all laws and regulations relating to his professional activities and shall comply with the rules of any related professional organisation to which he belongs.

### **19. Financial Market Regulatory Authority**

A member shall comply strictly with the Code for the Technical Assessment and Valuation of Mineral and Petroleum Assets and Securities for Independent Expert Reports (“VALMIN Code”) and the rules, regulations and practices as established and promulgated by the PNG Stock Markets Listing Rules for mining, petroleum and other companies.

### **20. Responsibility**

The administration of this Code and matters related to it shall, subject to the Institute's Articles of Association Incorporation, be vested in the Ethics and Standards Committee. Any matter of misconduct or negligence related to this Code shall be referred by the Council to the Ethics and Standards Committee for recommendation on appropriate action to be taken.

### **21. Non-Compliance with the Code**

Where the Ethics and Standards Committee is of the opinion that a member has breached any provision of the Articles or this Code, the

Member shall be disciplined including being suspended from membership under the Constitution & By-Laws or these provisions as amended from time to time, or expelled by the Council from membership of the Institute, subject to the Institute's Articles of Association Incorporation.