

Code of Conduct

At the BIPP, we recognise that supporting members is a process that involves partnership between our members, the board, committees, and the wider community. The purpose of this code of conduct is to outline the responsibilities of all concerned, to aid our community to progress within an atmosphere of mutual understanding, and professionalism.

This Code of Professional Conduct is published by the Board of Directors of the Institute in accordance with Article 69 (g) of the Institute's Articles of Association. The Code shall have effect from 16 February 2022 until amended or replaced.

By accepting membership of the Institute, each member agrees to be bound by this Code (including any amendments to the Code which may be made from time to time) and it serves a reminder to all those employed by the Institute and its members to promote high standards of behaviour towards the profession and each other.

If a member is or has been, in the opinion of the Board of Directors, guilty of any conduct which breaches this Code, the Board may in its absolute discretion expel or suspend that member for such period and on such terms as it thinks fit.

In exercising its functions under the Code, the Board shall have regard to the fact that purpose of the Code is predominantly, but not exclusively, to ensure that, in their dealings with their clients, members produce work of the high technical quality expected of a member of the Institute and behave towards their clients and each other, in a manner which upholds the good reputation of the Institute.

Other than in exceptional circumstances, it will generally not be an appropriate use of the Code of Professional Conduct, nor of the Institute's resources, to adjudicate in matters of dispute between members.

The Institute reserves the right to charge a reasonable fee to cover the time involved and expenses incurred in considering a complaint under the Code but shall not be obliged to do so.

The Code:

Members, the board and staff and any representative shall do nothing that may damage the reputation or standing of the Institute and in all their professional dealings and works shall:

1. Respect the ethos of our Institute by acting professionally, fairly, courteously, honestly and with the integrity reasonably expected of a member of a professional body;
2. Demonstrate that all members of the community should be treated with respect and set a good example in their own speech and behaviour, correcting that behaviour where it could lead to conflict or aggression.
3. Maintain the confidentiality of information supplied to them or obtained by them in confidence;
4. Exercise all reasonable skill, care and diligence in carrying out their duties and, where those duties are discretionary, act in good faith;
5. Act in accordance with the law and all regulations applying to them including the Articles of the Institute and any regulations issued thereunder;
6. Uphold the high professional standards reasonably expected by the Institute of its members;
7. Not knowingly condone or assist another member to breach this Code;
8. Co-operate with the Institute and any person appointed by it in an investigation into an alleged breach of this Code.

In order to promote a professional environment, the following shall not be tolerated:

1. Disrespectful, profane, threatening, racist or any other inappropriate offensive language and behaviour
2. Abusive or threatening written words, whether in emails/texts or social media
3. Derogatory language to another culture or community