

CODE OF ETHICS

Revised September 24, 2022



Introduction

The International Institute of Building Enclosure Consultants (IIBEC) is dedicated to the highest standards of professionalism, integrity, and competence. The standards contained in this Code of Ethics (Code) are statements of ethical principles by which the professional conduct and obligations of all IIBEC members and registrants shall be guided.

Under the IIBEC Bylaws, all IIBEC members and registrants are required to comply with the Code of Ethics and to report any observed violations. Adherence to this Code must be above reproach and beyond the influence of competing interests. Even the appearance of a conflict of interest shall be avoided.

The standards contained in this Code of Ethics are statements of ethical principles having broad applicability to members and registrants of IIBEC.

Members and registrants of IIBEC shall recognize that their profession and their practice may be governed by various laws (federal, state, provincial, local, or otherwise) and regulations regarding professional registration and the conduct of trade. It is their responsibility, therefore, to be familiar with those laws and regulations and to conduct themselves accordingly.

Standard of Care Statement

This Code is not intended to define the Standard of Care a member or registrant is required to meet and shall not be used as a reference or part of a civil action against a member or registrant.

General Obligations

Members and registrants shall maintain and further their knowledge of the profession in which they practice and shall maintain the utmost standard of professional judgment and conduct. Members and registrants shall conduct themselves and their practice honestly and impartially, serving with integrity the organization (IIBEC), other members, their clients, employers, and the public.

IIBEC does not tolerate harassment, discrimination, racism, violence, retaliation, and other disrespectful or inappropriate behavior. Members and registrants shall conduct themselves with integrity, in a professional manner and treat everyone with respect and dignity, including those with differences including but not limited to gender, gender identity, race, color, age, disability, sexual orientation, ethnic origin, veteran status, religion, or other legally protected characteristics.

IIBEC members and registrants are committed to diversity and inclusion and shall value and embrace diversity in the profession and participation in IIBEC programs and activities.

Fundamental Canons

Members and registrants of IIBEC, in the performance of their duties, shall:

1. Hold paramount the safety, health, and welfare of the public.
2. Conduct themselves in a professional and respectful manner and recognize the contributions of the project team engaged in consulting, design, and construction.
3. Value, and treat with respect and dignity all individuals, regardless of gender, gender identity, race, color, age, disability, sexual orientation, ethnic origin, veteran status, religion, or other legally protected characteristics.

Rules of Practice

1. Safety, Health, and Welfare of Public Responsibilities:

- a. Adhere to applicable laws and regulations.
- b. When necessary, rely on the advice of other competent and qualified persons as to the intent and meaning of such applicable laws and regulations.
- c. Be honest in conduct, and promote effective use of resources through transparent, and impartial service with fidelity to the public, employers, associates, and clients;
- d. Approve and/or issue only those documents that they prepare or review and that are determined to be safe for public health and welfare, in conformity with accepted industry standards and applicable laws;
- e. Neither offer to nor make payments or gifts to public officials, private clients, or industry representatives with the intent of influencing that person's judgment or decision in connection with an existing or prospective project in which the member/registrant is interested.
- f. Do not mislead about the results that can be achieved through the use of the members' or registrants' services or products, nor shall the members or registrants state that they can achieve results by means that violate applicable laws;
- g. If a member's or registrant's judgment is overruled under circumstances that, in the opinion and best professional judgment of the member or registrant, may endanger life may cause substantial damage to property, or is not compliant with applicable laws and regulations, the member or registrant shall:
 - i. Advise an employer and/or client about the decision,
 - ii. Refuse to consent to the decision, and
 - iii. Notify the appropriate Authority Having Jurisdiction charged with the enforcement of the applicable laws or regulations.

2. Professional Responsibility:

- a. Be respectful and considerate to others in obtaining work and employment, and while participating in IIBEC events;
- b. Exercise unprejudiced and unbiased judgment and conduct when performing services;
- c. Make accurate, truthful, and appropriate statements or claims about their qualifications, experiences, or performance;
- d. Perform services in areas of professional and personal competence;
- e. Undertake assignments only when qualified by education and experience in the specific technical fields involved;

Rules of Practice (continued)

- f. Further knowledge of technical and non-technical capabilities including, but not limited to, the science, principles, and ethics of the profession and community;
- g. Evaluate and decline activity or employment, financial or other interest, and refuse contribution if it reasonably appears that such involvement could compromise judgment and the best interests of the clients or employers.
Provide full disclosure to the client or employer and obtain consent thereto;
- h. Restrict the use of their names or firms nor associate in business ventures with persons or firms that they have reason to believe are engaged in fraudulent or dishonest business or professional practices.
- i. Similar to statement c. above Engage only in accurate, appropriate, and truthful promotion of their practice;
- j. Be objective and truthful in reports, statements, testimony, and on social media;
- k. Maintain client and employer confidentiality when applicable;
- l. Comply with obligations relating to confidential information and applicable data privacy laws in relation to its use, processing, and storage of professional and personal data;
- m. Refrain from making false statements about the work of others and shall not maliciously injure or attempt to injure the prospects, practice, or employment position of others;
- n. Develop and disseminate accurate information related to consultation, design, and construction of building enclosure systems.
- o. Do not accept compensation – financial or otherwise – from more than one party for services on the same project, or for services pertaining to the same project, unless the circumstances are fully disclosed.
- p. Members and registrants having substantial information leading to a reasonable belief that another member or registrant has committed a violation of this Code that raises a serious question as to the honesty, trustworthiness, or fitness of the other member or registrant are encouraged to initiate a complaint with the IIBEC Ethics Committee and/or applicable Authority Having Jurisdiction.

Enforcement and Amendment

1. Enforcement of the Code of Ethics is administered through the IIBEC Ethics Committee, appointed by the IIBEC Board of Directors, and the Board of Directors as set forth in the IIBEC Ethics Administrative Procedures.
2. The IIBEC Code of Ethics may be amended by the IIBEC Board of Directors upon a two-thirds vote of the Board.

For more information, please visit
[IIBEC.org/membership/code-of-ethics/](https://www.iibec.org/membership/code-of-ethics/).