

Chartered Institution of Highways & Transportation

Code of Professional Conduct

Introduction

This Code of Professional Conduct gives details (in Section 1) of the *Rules of Professional Conduct* which govern the ethical behaviour of all CIHT members, irrespective of their grade. This is followed, in Section 2, by the *Disciplinary Procedure* which will be followed in the event of a complaint against a member of the Institution.

Rules of Professional Conduct

1. Introduction

This section covers, the things that members must do to ensure that they behave in an ethical way. These Rules are based closely on the Statement of Ethical Principles issued by the Royal Academy of Engineering and guidance issued by the Engineering Council and have been adapted to apply equally to non-engineering applications and the particular environment within which members of the Chartered Institution of Highways & Transportation operate.

In the course of their careers members may undertake roles which remove them from direct involvement with professional matters. This does not, however, remove from them the obligation, as members of the Institution, to act in accordance with the Rules of Professional Conduct in all aspects of their professional lives.

Members should notify CIHT if they become aware of any significant violation of the Institution's Code of Professional Conduct by another member.

There are four fundamental principles for ethical behaviour and decision-making. These are set out below, together with examples of how each should be applied.

Accuracy and Rigour

Members of the Institution have a duty to acquire, and use wisely, the understanding, knowledge and skills needed to perform their role.

They should:

- always act with care;
- perform services only in areas of their current competence, or under competent supervision;
- maintain and record a structured programme of continuing professional development to improve and update their knowledge and skills;
- assist the development of highways and transportation knowledge and skills in others;
- not knowingly mislead, or allow others to be misled;
- identify, evaluate, quantify, mitigate and manage risks;
- present and review theory, evidence and interpretation without bias, while respecting reasoned alternative views.

Honesty and Integrity

Members of the Institution have a duty to uphold the highest standards of professional conduct, including openness, fairness, honesty and integrity.

They should:

- be alert to the ways in which their work and behaviour might affect others and duly respect the privacy, rights and reputations of other parties and individuals;
- declare conflicts of interest ;
- avoid deception and take steps to prevent or report corrupt practices or professional misconduct;
- support a colleague or any other person to whom they have a duty of care who in good faith raises any concern about a danger, risk, malpractice or wrongdoing which affects others ('blows the whistle') .
- reject bribery and improper influence;
- act in a reliable and trustworthy manner;
- respect confidentiality.

Respect for Life, Law, the Environment and the Public Good

Members of the Institution have a duty to obey all applicable laws and regulations and give due weight to facts, published standards and guidance and the wider public interest.

They should:

- ensure that their work is lawful and justified;
- maximise the public good and minimise both actual and potential adverse effects for their own and succeeding generations;
- act in accordance with the best principles for the mitigation of environmental harm and the enhancement of environmental quality;
- strive to ensure that the uses of natural resources are fair and sustainable, taking account of the needs of a diverse society and promotion of the de-carbonisation agenda;
- hold paramount the health and safety of others and draw attention to hazards;
- uphold the reputation and standing of the profession;
- recognise the importance of physical and cyber security and data protection;
- respect and protect personal information and intellectual property;
- protect and, where possible, improve the quality of built and natural environments.

Leadership: Listening and Communication

Members of the Institution have a duty to abide by and promote high standards of leadership and communication.

They should:

- be aware of the issues that the professions associated with highways and transportation raise for society, and listen to the aspirations and concerns of others;

- promote equality, diversity and inclusion;
- promote public awareness and understanding of the impact and benefits of achievements in highways and transportation;
- Be objective and truthful in any statement made in their professional capacity;
- Challenge statements or policies that cause them professional concern.

Any member who has received a criminal conviction, or an adverse civil court judgement, related to any aspect of CIHT's Code of Professional Conduct (whether in the UK or outside), or has been disqualified as a Company Director or Charity Trustee, or had membership of another professional body terminated as a result of a disciplinary procedure should notify the Institution.