

Australian Institute of Environmental Health

Members' Professional Code of Conduct

In the interest of the environmental health of the Australian community, members of the Australian Institute of Environmental Health shall:

- Faithfully and diligently carry out their duties with the understanding that their prime allegiance and duty is to the maintenance and promotion of Environmental Health and the well-being of the community
- Continually strive to maintain and improve their professional knowledge and professional excellence in the science and practice of Environmental Health.
- Conduct their professional duties in accordance with the intent of any legislation, and exercise discretion in making decisions in accordance with the following factors (where applicable):
 - Scientific and factual basis
 - Regional significance
 - Industry-wide considerations and expectations
 - Community expectations
- Comply with any lawful and reasonable direction given by persons in position of authority – Directors, Chief Executive Officer, Company Secretary
- Not provide or omit false, misleading information in response to a request for information by fellow members
- Provide correct professional advice to their employer
- Disclose, and take reasonable steps to avoid any conflict of interest (real, apparent or potential)
- Behave honestly and with integrity, and act with care and diligence
- Treat everyone with respect and courtesy, and without harassment
- At all times behave in a way that upholds the AIEH Vision, Values and Behaviours, and comply with any other conduct requirement that is prescribed by the AIEH Constitution and By-Laws

Board approved September 2006



Australian Institute of
Environmental Health

ABN 58 000 031 998

Queensland
New South Wales
Victoria
Tasmania
South Australia
Western Australia
Northern Territory

Australian Institute of Environmental Health

Members' Code of Conduct

on representing the AIEH

In addition to the Members' Code of Conduct, members of the AIEH are expected to conduct their professional activities and duties to the highest standards of competence and professionalism when representing AIEH.

- When acting on behalf of the Australian Institute of Environmental Health (AIEH), comply with all applicable Australian laws and foreign country laws where appropriate
- When acting on behalf of AIEH, represent the AIEH in a professional manner and adhere to the established AIEH Policies and Procedures
- Use AIEH resources in a proper and responsible manner
- Not make improper use or take advantage of inside information or a member's duties, status, power or authority, in order to gain, or seek to gain, a benefit or advantage for yourself or for any other person or entity
- Maintain appropriate confidentiality with respect to dealings that the organisation, members and or employees have with other organisations and or businesses.

Note: Guidance may be obtained from the AIEH and its members in the event that a member's ability and use of discretion has been scrutinised by the employer or workplace. This code of conduct should be respected in addition to any member's existing workplace professional code on conduct.

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Strategy Plan March 2006 (Excerpt)

Organisational Values & Behaviours

The overarching value for the organisation which encompasses everything we do is Ethics.

Ethics: We behave ethically and consistently at all times reinforcing the standards of the organisation and our code of conduct and ensuring that all behaviours are practised administratively and promoted within our membership.

Our behaviours described below enable us to achieve the organisational value of ethics.

Professionalism: we perform our tasks and produce our outputs to the best of our ability, with optimum use of resources and with focus on continuous improved quality, productivity and professional development.

Integrity: we deal with each other and with our members and stakeholders on the basis of trust, understanding and respect for differing views and interests. We try to find solutions that best reconcile diverse interests and provide optimum value to our members and stakeholders in the interests of environmental health.

Transparency: we are open and honest in our dealings with individuals, fellow members, and stakeholders.

Accountability: we serve the needs of members in a professional, responsible and accountable manner.

Responsiveness: we consult with our fellow members and stakeholders and appreciate their views. We seek to enable stakeholders to play a participative role in policy development and decision making processes.

Commitment: we are committed to work with our fellow members to promote and advance the organisation in a professional and equitable manner.