

# **AAM: CODE OF PROFESSIONAL CONDUCT**

September 2020

## **Introduction**

This Code sets out the standards of professional conduct and practice which Architects Association of Maldives (AAM) requires of all its Members in accordance with its stated Objective 4.2.3 of the Constitution of Architects Association of Maldives. It states, 'to promote and support practical, aesthetic, scientific and ethical architectural services to the community'.

The purpose of the Code is to promote good conduct and best practice in line with the international practice of architects. AAM being in its early stages of formalization without many supporting legal framework, this code is adapted from the RIBA: Code of Professional Practice, 2005 for the purpose of keeping it simple yet robust.

The Code does not seek to duplicate legal obligations of the country. Members must at all times comply with all relevant legal obligations. A complaint or dispute concerning a Member's contractual performance is also very different from a complaint about their professional conduct. A complaint about contractual performance should be resolved by the member's own complaints procedure or one of the Alternative Dispute Resolution processes.

All members are required to uphold the three principles of professional conduct as follows:

### **1. Principle 1 – Honesty and Integrity**

- 1.1. Members are expected to act with impartiality, responsibility and truthfulness at all times in their professional and business activities.
- 1.2. Members should not allow themselves to be improperly influenced either by their own, or others', self-interest.
- 1.3. Members should not be a party to any statement which they know to be untrue, misleading, unfair to others or contrary to their own professional knowledge.
- 1.4. Members should avoid conflicts of interest. If a conflict arises, they should declare it to those parties affected and either remove its cause, or withdraw from that situation.
- 1.5. Members should respect confidentiality and the privacy of others.
- 1.6. Members should not offer or take bribes in connection with their professional work.
- 1.7. Members who receive a criminal conviction of any kind must report it to the AAM EXCO within 30 days.

### **2. Principle 2 – Competence**

- 2.1. Members are expected to apply high standards of skill, knowledge and care in all their work. They must also apply their informed and impartial judgment in reaching any decisions, which may require members having to balance differing and sometimes opposing demands (for example, the stakeholders' interests with the community's and the project's capital costs with its overall performance).
- 2.2. Members should realistically appraise their ability to undertake and achieve any proposed work. They should also make their clients aware of the likelihood of achieving the client's requirements and aspirations. If members feel they are unable to comply with this, they should not quote for, or accept, the work.

- 2.3. Members should ensure that their terms of appointment, the scope of their work and the essential project requirements are clear and recorded in writing. They should explain to their clients the implications of any conditions of engagement and how their fees are to be calculated and charged. Members should maintain appropriate records throughout their engagement.
- 2.4. Members should keep their clients informed of the progress of a project and of the key decisions made on the client's behalf.
- 2.5. Members are expected to use their best endeavours to meet the client's agreed time, cost and quality requirements for the project.
- 2.6. Members shall have reasonable knowledge of, and abide by, all laws and regulations relating to health and safety as they apply to the design, construction and those under their direct control or instruction.
- 2.7. Members should consider the environmental impact of their professional activities and promote sustainable design and development principles in their professional activities.

### **3. Principle 3 – Relationships**

- 3.1. Members should respect the beliefs and opinions of other people, recognise social diversity and treat everyone fairly. They should also have a proper concern and due regard for the effect that their work may have on its users and the local community.
- 3.2. Members shall respect applicable laws on rights of intellectual property and must not copy or appropriate the intellectual property of, nor take advantage of, the ideas of another architect or designer without express authority from the originating architect or designer.
- 3.3. Members are expected to comply with good employment practice in their capacity as an employer or an employee.
- 3.4. Where members are engaged in any form of competition to win work or awards, they should act fairly and honestly with potential clients and competitors. Any competition process in which they are participating must be known to be reasonable, transparent and impartial. If members find this not to be the case, they should endeavour to rectify the competition process or withdraw.
- 3.5. Members are expected to have in place (or have access to) effective procedures for dealing promptly and appropriately with disputes or complaints.

### **Discipline**

Any Member who contravenes the Code shall be liable to private caution, public reprimand, suspension or expulsion from AAM. The power to impose a sanction on a Member (public reprimand, suspension, expulsion) is exercised by an AAM's Professional Conduct Panel endorsed in a General Meeting.

Members' conduct outside the practice of architecture may not fall within the remit of the Code, unless such conduct generally offends against the honour, integrity and/or reputation of the profession of architecture. A judgment or decision from a Court or a Competent Authority against a Member may be considered as conclusive evidence of the facts so found.