

# CODE OF ETHICS

MAY 2022

## PREAMBLE

Engineering consultancy services make significant contributions to the economic growth and sustainable development of the nation, and in safeguarding health, safety, welfare, and happiness of the society.

For the nation and the society to derive maximum benefits from engineering services, it is essential that, in addition to being of high technical standards, the services provided are of the highest universally accepted moral and ethical standards.

With a view to achieve the stated objective the Consulting Engineers Association of India (CEAI) has framed a “Code of Ethics” which is mandatory for all members of the Association to adopt and abide by.

This Code presupposes that every member of CEAI is a law abiding, truthful, honest, fair and just citizen of the society. In addition, the member must follow the directives of the Code in his/her professional practice.

## THE CODE

**Each CEAI Member shall:**

<b>Responsibility to Society</b>	1	Ensure that he/she shall be ethically and socially responsible, and his/her professional services safeguard and enhance the health, happiness and safety of the society.
	2	Ensure he/she, in his/her profession upholds the principles of environmentally sustainable development and considers climate change in decision-making with appropriate knowledge and training, and also informs clients about the need for its inclusion.
	3	Treat all persons fairly and encourage equitable participation without regard to religion, race, caste, gender, descent, place of birth, or residence, so that everybody works with honesty, integrity, and mutual trust and respect in a transparent manner.
<b>Responsibility to Profession</b>	4	At all times, uphold the dignity, standing and reputation of the profession.
	5	At all times, provide services: <ul style="list-style-type: none"> <li>(a) in accordance with the principle of ‘Duty of Care’, implying the obligation to take reasonable steps to avoid foreseeable harm to another person, group, or their property and society;</li> <li>(b) to meet and fulfill the requirements as agreed with the client as per the Design Brief of the client, or as required by the employer as per the employment contract, and give feedback for any changed context; and,</li> <li>(c) to ensure that the said services utilise appropriate technology, and be fit for the design life of the product or facility and for its intended purpose and use.</li> </ul>
	6	Always be responsible and accountable for all the professional services provided under his/her responsible charge, including using validated and legal algorithms and software.

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	7	Refrain from: (a) expressing in public an opinion on a professional topic unless he/she is sufficiently informed on the facts relating to the topic and he/she is competent to comment on it; (b) making public statements which are not in an objective and truthful manner; (c) casting any aspersions of an unjust or malicious nature; and, (d) performing any service beyond his/her competency.
	8	Imbibe, inculcate and emphasise the Code of Ethics periodically and internally within the organisation and also for oneself.
	9	Maintain knowledge and skills at levels consistent with developments in technology, legislation and management, and apply due skill, care and diligence in the services rendered to the client or employer.
	10	Continue professional development and advancement throughout his/her career.
<b>Integrity</b>	11	Act, without prejudice to the rights of other stakeholders, in the legitimate interests of the client or employer, and perform professional services with integrity and faithfulness.
	12	Act with fairness and justice towards his/her client or employer, and towards vendors, contractors, and other professionals in all matters pertaining to contracts relating to his/her professional services.
	13	Refrain from: (a) indulging or being or getting involved in any activity which in any manner seeks to affect or in any way influence the client or employer with regard to the selection of or the compensation for professional services; and/or affect or influence the impartial judgement of the professional himself/herself; and, (b) participating in any shape or form in the process of giving, promising or taking money, gift, or favour which may influence the judgment or conduct of a person in a position of trust or authority.
	14	Inform: (a) the concerned client or employer organisation's management first, of any unethical or unsafe act or situation; known or learnt by him/her in the course of his/her work or in any other work within his/her competency; and (b) the appropriate authorities, if the client or employer organisation's management is unable or unwilling to address the unethical or unsafe act or situation referred to in (a) above

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	15	Facilitate in ensuring legal compliance by client or employer, contractors, vendors and others.
	16	(a) Refrain from utilising any data, information, computer hardware or software in his/her work that might infringe upon any Intellectual Property Rights, without obtaining proper legal clearance; and (b) Use all the data, business plans or strategies, and any other sensitive or confidential documents or materials, whether from the client or employer, or internal to the organisation, in a responsible manner, so that their confidentiality and security are not compromised.
	17	Promote an ethical culture in the organisation based on shared values, beliefs and norms such as trust, honesty, integrity, fairness, confidentiality and accountability, and actively adopt them to uphold professional ethics, and make decisions that are above reproach.
<b>Impartiality</b>	18	Be free of prejudice and personal preferences, in his/her professional advice and judgement.
	19	Refrain from accepting an assignment for services which prejudices his/her independent judgement.
	20	Inform the client or employer of any potential conflict of interest that exists or might arise in the performance of an assignment.
	21	Promote the concept of quality based services to encourage fair competition
	22	Cooperate fully with any legitimately constituted investigative body appointed or setup for inquiry into the administration of any contract where the professional is involved.
<b>Relations with Other Consultants</b>	23	Refrain from directly or indirectly injuring/damaging or attempting to injure/damage the professional reputation or practice or prospects of another fellow professional, except when the fellow professional is incompetent or has violated ethical norms.
	24	Refrain from associating in work with a professional whose methods of practice do not conform to the ethical practices as laid down in this Code.
	25	Refrain from: (a) trying to supplant another professional in any particular assignment; and (b) intervening in work of any kind which to his/her knowledge has already been entrusted to another professional, except when appointed as a Reviewer by the client or employer.

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	26	Refrain from taking over the services being provided by another professional unless the client or employer formally appoints the professional to take over the ongoing assignment, after legally terminating the previous contract, and legally indemnifies the appointed professional against any deficiencies and losses already incurred or liable to be incurred due to the errors of omission and commission by the previous professional.
<b>Relation with Clients</b>	27	(a) Refrain from disclosing confidential information concerning the assignment, any technical process or any related matter, of the client or employer without the client's or employer's consent. (b) making comments in public/ social media regarding the work being done for the client.
	28	Publicity material as well as any paper/ article developed, written and published by the professional regarding the project to be as per the contract and the scope of work therein.
	29	Amicably attempt to resolve any issue with the client.
<b>Relation with Employees</b>	30	Provide opportunities for the professional development and advancement to other professionals in his/her employment or control, aimed to foster a culture where people are motivated, engaged, valued and can learn, develop, and grow.

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### The undertaking

I, the undersigned, certify that on my behalf and on behalf of the organisation, I have read and understood the Code of Ethics of CEAI and hereby undertake to abide by all its provisions and the Rules of the Association both in letter and in spirit, as may be amended from time-to-time, hereafter.

<b>Member Registration No.:</b>	
<b>Name of Organisation:</b> (for organisational Members only)	
<b>Name of person signing the declaration:</b>	
<b>Designation:</b> (for organisational Members only)	
<b>Signature:</b>	
<b>Place:</b>	
<b>Date:</b>	