



## **1.02 Code of Ethics**

Approved: 2017-03-30

Latest Revision Date: 2017-11-21

Review Required: 2022

### **Intent**

To set standards of good conduct for members, when practicing as a Building Official and as a Certified Building Official, to fulfill their duty to the public and the profession.

### **Policy and Procedures**

#### ***Code of Ethics***

When practicing as Building Official, each SBOA member is expected to:

- CE1. Hold paramount the safety, health and welfare of the public and protection of the environment.
- CE2. Respect the rights, dignity and worth of all other persons and treat others in accordance with human rights legislation.
- CE3. Act with integrity, equity, fairness, courtesy, loyalty and good faith in all dealings with others, give credit where it is due, and accept, as well as give, honest and fair professional criticism.
- CE4. Behave with appropriate decorum, and uphold and enhance the honour and dignity of Building Officials and the profession.
- CE5. Promote health and safety within workplaces.
- CE6. Offer services, advise on or undertake assignments only in areas of competence.
- CE7. Practice in a careful and diligent manner, in compliance with applicable legislation.
- CE8. Act as faithful agents of clients or employers, maintain confidentiality and avoid conflicts of interest but, where such conflict arises, fully and immediately disclose the circumstances to the employer or client.
- CE9. Participate in professional development and keep informed about codes, construction practices and materials, to maintain competence and advance knowledge.
- CE10. Interpret issues in an objective and truthful manner, and present clearly to employers and clients the possible consequences if decisions or judgments are overruled or disregarded.

In addition to the foregoing, each SBOA Certified Building Official must agree to:

- CE11. Comply with the relevant provisions of the certification scheme.
- CE12. Limit claims of ability to within the scope of the certification.
- CE13. Uphold the integrity of the certification process.

CE14. Stop using the certification if it is suspended or revoked.

CE15. Not use the certificate in a misleading way.

A **Code of Ethics** printable card for the use of all SBOA members is available ([form 10.01](#)).

Certified Building Officials, upon certification, are required to sign an agreement to articles CE11 through CE15 (see [6.02 Certification Program](#) and [form 10.02](#).)

For SBOA members who act on behalf of the Association, also see [2.01 Volunteers Qualifications and Responsibilities](#).

### **Application**

All SBOA members.

### **Notes**

Based on information from ABOA, BOABC, MBOA, NBBOA, OBOA and ISO/IEC 17024:2012 "Conformity Assessment - General requirements for bodies operating certification of persons, 9.7.2."