

CODE OF ETHICAL STANDARDS

All personnel of PAB, Council members, Technical Committee members and Technical Assessors/Experts, Resource Speakers and other contracted or outsourced persons shall abide by the following Code of Ethical Standards in the execution of their respective functions:

- 1 Conduct themselves in a manner that upholds the dignity, standing and reputation of the PAB.
- 2 Exercise professional and technical skills and judgement to the best of their ability; and discharge their responsibilities with honesty and integrity.
- 3 Recognize and uphold their responsibilities to PAB, the CABs to be assessed/worked with, the public interest and their profession.
- 4 Maintain and strive to improve their professional competence by being attuned to new developments in the principles and practices of quality assurance and in the assessment of technical and quality management systems.
- 5 Continuously maintain awareness of current professional literatures, publications and national and international standards relating to the quality assurance systems and the assessment of such systems.
- 6 Ensure that they do not misrepresent their qualifications, competence or experience and professional affiliations.
- 7 Ensure that they do not accept commission, discount, or any other profit or favors from CABs and other stakeholders that they have assessed/ being assessed or worked with /are working with.
- 8 Disclose to PAB any commercial or other relationships they may have, or have had, with the CABs to be assessed/being assessed or related organizations or competitors.
- 9 Disclose consultancy services provided to applicant CABs that will compromise their impartiality in the accreditation process and decisions and to inform PAB of any consultancy or affiliation they have with other potential applicant CABs.
- 10 Honestly and impartially record and report their assessment findings and not allow themselves to be influenced in such findings by any pressures or financial and other considerations.
- 11 Ensure that they do not disclose any information gathered during the assessment/briefing sessions/trainings/seminars/meetings/forums, to any third party unless authorized in writing by PAB.
- 12 Regard as strictly confidential any information concerning the business affairs or technical processes of the CABs assessed/being assessed and ensure they do not use this information to the detriment of such CABs or their own personal advantage.
- 13 Immediately notify the concerned Division Chief or Program Manager or the Director or Assistant Director of the PAB of any matter that come to their attention during an assessment/briefing sessions/trainings/seminars/meetings/forums that relate to possible breaches of legislation such as that relating to health and safety in the CABs, public health and safety and/or environmental pollution.

I confirm that I have understood and will abide by the PAB's Code of Ethical Standards.

Signature over printed name

Date:_____