

# Code of Conduct



## **1. Introduction**

1.1 The Independent Pack Providers' Association (IPPA) is a Trade Association whose objective is to promote the benefits of Independent Home Information Pack Providers. In so doing it demands high levels of professionalism from its' members. All members are required to adhere to this Code of Conduct (the Code) to help maintain a duty of care towards all parties that may rely on the information provided in their Home Information Packs.

1.2 Compliance with the Code shall be a requirement for all members of IPPA regardless of the level of membership.

1.3 It will be a condition of membership of IPPA that all members undertake to be bound by the Code and the standard of conduct implicit in the Constitution and Set of Principles of the Association.

## **2. Rules of professional conduct**

2.1 No person in membership of the Association (regardless of level of membership) shall conduct themselves in a manner that would bring IPPA or its membership into disrepute.

2.2 No person in membership shall associate themselves with any occupation or business which would, in the opinion of the IPPA Executive Committee, result in the reputation of the Association being called into question.

2.3 All persons in membership of the Association shall undertake not to seek business by any practice that involves the use of deceit, subterfuge, misleading or defamatory material.

## **3. Compliance**

3.1 Members are granted the right to display a designation of IPPA membership appropriate to their level of membership. It is an indication of their professional standing and shall not be used to obtain personal gain.

3.2 Members shall, whenever possible, promote and support the activities of the Association and encourage suitable candidates to apply for membership.

3.3 Members in the conduct of their business shall encourage their own professional development and that of their staff, through the promotion of education and training.

3.4 Members shall not use the title or logo of the Association in any public statement or publicity without prior written approval from the Executive Committee.