

Code of Professional Conduct for IOR members

Revised June 2023

The objects of the Institute of Refrigeration are:

1. The general advancement of refrigeration in all its applications, in relation both to the perfection of its methods, and to the extension of its services to the community.
2. To promote means of communication between members and their interchange of views.
3. To encourage invention and research in all matters relating to the science and practice of refrigeration.
4. To co-operate with educational institutions for the furtherance of education in the science and practice of refrigeration.
5. To hold meetings of the Institute for reading and discussing papers dealing with refrigeration and allied subjects.
6. To publish and distribute the proceedings or reports of the Institute.
7. To do all other things, incidental or conducive to the attainment of the above objects or any of them.

Members of the Institution, in all grades, are required to maintain the highest standards of professional conduct.

All members must order their conduct in accordance with this Code. Members engaged in work outside the United Kingdom shall comply as far as is possible with this Code and with any established standards of conduct that exist in that country.

In pursuance of the objects of the Institute of Refrigeration Members shall:

1. At all times so order their conduct as to uphold the dignity and reputation of their profession and to safeguard the public interest in matters relevant to the art, science and practice of refrigeration, air conditioning and heat pumps.
2. Exercise professional skill, care and diligence to the best of their ability and discharge their duties and responsibilities with fidelity, and with proper regard for professional standards.
3. Actively maintain, and where possible encourage others to maintain, their professional competence through systematic improvement and broadening of their knowledge and skill in accordance with IOR guidance on Continuing Professional Development as published from time to time.
4. Note that for those members who hold Professional Registration with the Engineering Council the maintenance of CPD is a mandatory requirement of continued registration.
5. Reject bribery and all forms of corrupt behaviour, and make positive efforts to ensure others do likewise.
6. Avoid, where possible, real or perceived conflict of interest and disclose to their employer or client any significant interest in another company, firm or person undertaking any business which may benefit directly or indirectly from their work.
7. When acting on behalf of the IOR act in accordance with the Seven Principles of Public Life (see below), accurately represent the views of the institution, and refrain from promoting their own or their employers' interest.
8. Take all reasonable steps to prevent avoidable danger to the health, safety and welfare of themselves, colleagues and the general public.
9. Raise a concern, either within the workplace or externally, including a danger, risk, malpractice or wrongdoing, which affects others.

10. Promote the principles of sustainability and seek to prevent avoidable adverse impacts on the environment and Society.
11. Only undertake work for which they have sufficient professional and technical competence and adequate resources to meet their obligations. They should also disclose relevant limitations of competence.
12. Treat all persons fairly and with respect and embrace equality of opportunity, diversity and the elimination of discrimination.
13. Cooperate and integrate proactively and with other professionals
14. Adopt a physical and cyber security minded approach and observe the proper duties of confidentiality owed to appropriate parties.
15. Notify the institution if convicted of a criminal offence or disqualified as a company director.
16. Assess relevant liability, and if appropriate hold professional indemnity insurance.
17. Notify the Institution of any significant violation of the Institution's Code of Conduct by another member
18. Notify the IOR if they have had membership terminated by another professional body as a result of a disciplinary procedure.

Members shall not:

1. Deliberately misrepresent the views of the IOR.
2. Serve their own interests nor those of their employer or client when contributing to the work of the IOR where those interests might conflict with the objects above.

Supporting guidance and principles and useful information

These principles outline the types of behaviour that will assist adherence to the code of conduct.

Royal Academy of Engineering Statement of Ethical Principles - This Statement comprises four fundamental principles that together should guide an engineer in achieving the high ideals of professional life These four principles express the beliefs and values of the engineering profession see. These are summarised below, refer to full guidance at <https://raeng.org.uk/publications/reports/statement-of-ethical-principles>

- Accuracy and Rigour
- Honesty and Integrity
- Respect for Life, Law and the Public Good
- Leadership and Communication

Engineering Council Guidance on Risk – this establishes six principles to help engineers meet their professional obligations, and to ensure that risk is an important consideration in all their engineering activity. These are summarised below, refer to full guidance at www.engc.org.uk/risk

- Apply professional and responsible judgement and take on a leadership role
- Adopt a systematic, broad and holistic approach to risk identification, assessment, management and review
- Comply with legislation and codes, but be prepared to suggest and promote further improvements
- Ensure good communications with others involved
- Ensure that sustainable systems for oversight and scrutiny are in place
- Contribute to public awareness of risk

Engineering Council Guidance on Sustainability - Six principles have been developed, to guide and motivate you to achieve sustainable development in your work, and help you to meet your professional obligations to

seek to achieve sustainability. These are summarised below, refer to full guidance at www.engc.org.uk/sustainability.

- Contribute to building a sustainable society, present and future
- Apply professional and responsible judgement and take a leadership role
- Do more than just comply with legislation and codes: be prepared to challenge the status quo
- Use resources efficiently and effectively
- Seek multiple views to solve sustainability challenges
- Manage risk to minimise adverse impact and maximise benefit to people and the environment

Engineering Council Guidance on Whistleblowing - intended to support engineers and technicians when confronted by a potential whistleblowing situation. It sets out the processes engineers and technicians should follow in raising such a concern either within the workplace or externally, about a danger, risk, malpractice or wrongdoing which affects others, and where to get advice. See www.engc.org.uk/whistleblowing

Engineering Council Guidance on Security - aims to guide engineers and technicians in identifying, assessing, managing and communicating issues about security including cyber security. These are summarised below, refer to full guidance at www.engc.org.uk/security

- Adopt a security minded approach to your professional and personal life
- Apply responsible judgement and take a leadership role
- Comply with legislation and codes, understand their intent and be prepared to seek further improvements
- Ensure good security-minded communications
- Understand, comply with and see to improve lasting systems for security guidance
- Contribute to public and professional awareness of security

Construction Industry Council's Essential Principles for Built Environment Professionals - contains principles to guide, support and motivate all built environment professionals when making decisions for clients, employers and society which affect the achievement of an inclusive environment. These are summarised below, refer to full guidance at <http://cic.org.uk/networks-and-committees/essential-principles-guide.php>

- Contribute to building an inclusive society now and in the future
- Apply professional and responsible judgement and take a leadership role
- Apply and integrate the principles of inclusive design from the outset of a project
- Do more than just comply with legislation and codes
- Seek multiple views to solve accessibility and inclusivity challenges
- Acquire the skills, knowledge, understanding and confidence to make inclusion the norm not the exception.

The Seven Principles of Public Life (also known as the Nolan Principles)

These are summarised below and refer to holders of public office but can also apply to those delivering public services. refer to full guidance at <https://www.gov.uk/government/publications/the-7-principles-of-public-life>

- Selflessness - act in terms of the public interest.
- Integrity - avoid placing themselves under any obligation
- Objectivity - act and take decisions impartially
- Accountability - for their decisions and actions and submit to scrutiny
- Openness - take decisions in an open and transparent manner
- Honesty - truthfulness
- Leadership –

Reviewed and agreed by the IOR Board of Trustees June 2023