

RULES OF CONDUCT

Approved by the Board of Trustees on 21 June 2024, and effective from 29 July 2024.

Introduction

The IET promotes and encourages ethical behaviour in the practice of science, engineering and technology by all stakeholders. In so doing, the IET seeks to raise the level of public trust and confidence in the positive contribution to society made by science, engineering and technology. Responsibility for professional and personal decisions and actions rests with the individual member.

Through its Knowledge Network and Rules of Conduct, the IET provides guidance and information sources to support members to take such decisions, and to act, ethically.

Commitment to a shared code of conduct is a defining characteristic of a profession. The IET Rules of Conduct are designed to guide members to meet the standard of professional conduct as specified in the Bye-laws. In publishing the IET's Rules of Conduct, the Board of Trustees shall have due regard to the related guidance published by the Engineering Council or a successor regulatory body.

The Rules of Conduct also aim to support members to take an ethical stance when balancing the often conflicting interests and demands of employers, society and the environment. The IET aspires to promote the highest standards of conduct, and consequently, its Rules of Conduct are consistent with principles widely accepted amongst leading engineering bodies worldwide.

In joining the IET, all members must agree to abide by the Rules of Conduct. Members re-affirm their commitment to the Rules of Conduct through the annual renewal of their membership. The Rules of Conduct are defined by members for members and are reviewed regularly to ensure they remain relevant. An allegation that a member's conduct has contravened the Rules of Conduct will be addressed under the IET's Disciplinary Regulations.

Extract from the Bye-laws

25. The Board shall have the right to withdraw membership of any category from any member whose annual subscription is not paid or who fails to respond to requests for continuing professional development submissions. The terms and conditions for such withdrawal (under Bye-law 14) shall provide for such withdrawal.
26. Persons in any category of membership may retire from the IET by sending their resignation in writing to the Chief Executive and Secretary, who may accept that resignation after payment of all the subscriptions due from them, including that for the current year, provided that any member who resigns or whose membership lapses through non-payment of fees or subscriptions after a complaint against them has been lodged with the IET shall be deemed to remain in membership solely for the purpose of dealing with that allegation of improper Professional Conduct until completion of the disciplinary process has been carried out in accordance with the Regulations made under Bye-law 33.
29. Persons in any category of membership shall at all times uphold the dignity and reputation of their profession, act with respect, dignity, fairness and integrity towards everyone with whom their work is connected, and towards other members and safeguard the public interest in matters of health, safety, the environment and

otherwise.

30. Persons in any category of membership shall:

- (a) maintain their skills and knowledge and comply with the continuing professional development expectation set out by the Board for their category of membership;
- (b) exercise their professional skill and judgement to the best of their ability;
- (c) discharge their professional responsibilities with respect, dignity and integrity; and
- (d) encourage the vocational progress of those in their professional charge.

32. For the purposes of these Bye-laws 'improper conduct' shall mean:

- (a) the making of any false representation in applying for admission, transfer or readmission to any category of membership of the IET, or applying to become a registered member, or
- (b) any breach of the Code of Professional Conduct¹ made under Bye-law 31, or
- (c) any breach of these Bye-laws (other than those Bye-laws where the Board has identified in Regulations or other documents that a process other than that at Bye-law 33 will be followed), or
- (d) any conduct injurious to the IET, including (without limitation) a conviction of any criminal offence where the circumstances leading to such conviction may indicate unfitness to be a member.

33. The Board shall make Regulations² to deal with any allegation of improper conduct which may be brought before it and, in doing so, the Board shall have due regard to the guidance published by the Engineering Council or a successor regulatory body. All members shall comply with and co-operate with the disciplinary procedure set out in Regulations made under this Bye-law; which shall provide for a hearing which complies with the law of natural justice before a panel of members who have no conflict of interest. The member who is the subject of an alleged breach shall be entitled to be represented, have the opportunity to cross-examine witnesses and to call witnesses, and have the right to appeal to an independent tribunal established under Regulations made by the Board. A member who is found to have engaged in improper conduct may be expelled from the IET, suspended from membership of the IET for any period, or subjected to such other sanction(s) as the Board may identify in Regulations made under Bye-law 33. The Board may impose other sanctions. Should such expulsion or suspension result in termination of registration, an appeal may be made to the appropriate regulatory or registering body on such grounds as that body permits.

¹ The "Code of Professional Conduct" is these Rules of Conduct approved and issued by the Board of Trustees.

² The Regulations referenced here are the Disciplinary Regulations approved and issued by the Board of Trustees.

1. These rules have been made in accordance with Bye-law 31. Unless a contrary intention appears, “member” means a member of any category; and “employer” includes “client”. Except where inconsistent with the context, words implying the singular shall include the plural, and vice versa, and references to one gender shall include references to each other gender.
2. Members shall observe the provisions of the current Statement of Ethical Principles published by the Engineering Council and the Royal Academy of Engineering.
3. Members shall uphold the reputation and standing of the Institution.
4. Members shall observe the provisions of the Institution's Royal Charter and Bye-laws and any supporting regulations or rules.
5. Members shall keep their knowledge and skills up-to-date through planned professional development and seek to broaden and deepen that knowledge throughout their working life. Members shall keep adequate records of professional development undertaken.
6. Members shall not undertake professional tasks and responsibilities that they are not reasonably competent to discharge.
7. Members shall accept personal responsibility for all work done by them or under their supervision or direction. Members shall also take all reasonable steps to ensure that persons working under their authority are both suitably equipped and competent to carry out the tasks assigned to them.
8. Members shall assess all relevant liability for work done by them or under their supervision, and if appropriate hold professional indemnity insurance.
9. Members whose professional advice is not accepted shall take all reasonable steps:
 - (a) to ensure that the person overruling or neglecting that advice is aware of any danger or loss which may ensue; and
 - (b) in appropriate cases, to inform that person's employers of the potential risks involved.
10. Members are expected to report to their employers any suspected wrongdoing or dangers they identify in connection with the member's professional activities. This includes:
 - (a) any breach of professional obligations; and
 - (b) bribery, fraud or other criminal activity, miscarriages of justice, health and safety risks, damage to the environment and any breach of legal obligations including any act of discrimination (in accordance with the Equality Act 2010).
11. Members shall support colleagues or others to whom they owe a duty of care who in good faith raises any concern about a danger, risk, malpractice or wrongdoing which affects others.
12. Members shall neither advertise nor write articles (in any medium) for publication in any manner that is derogatory to the Institution or to the dignity of their profession.

Neither shall they authorise any such advertisement or article to be written or published by others.

13. Members shall not recklessly or maliciously injure or attempt to injure, whether directly or indirectly, the professional reputation, prospects or business of any other person.
14. Members shall at all times take all reasonable care to limit any danger of death, injury or ill health to any person that may result from their work and the products of their work.
15. Members shall take all reasonable steps to avoid waste of natural resources, damage to the environment, and damage or destruction of man-made products. Lawful work undertaken by members in connection with equipment intended for the defence of a nation will not infringe this Rule 15 or Rule 14.
16. Members convicted of a criminal offence or in receipt of an adverse civil court judgment related to any aspect of these Rules of Conduct anywhere in the world are required to inform the Institution promptly, and to provide such information concerning the conviction or judgment as the Institution may require, but this rule does not apply to either a conviction for a motoring offence for which no term of imprisonment (either immediate or suspended) is imposed or an offence which is regarded as “spent” within the meaning of the UK Rehabilitation of Offenders Act 1974 or equivalent legislation elsewhere.
17. Members who have:
 - (a) been declared bankrupt, disqualified as a company director or charity trustee (or any analogous sanction anywhere in the world); or
 - (b) had membership of another professional body terminated as the result of a disciplinary procedure;are required to inform the Institution promptly, and to provide such information concerning the matter as the Institution may require.
18. If a member becomes aware of any significant violation of these Rules of Conduct by another member, they shall promptly inform the Institution.
19. Members shall not use designatory letters to which they are not entitled. Members may state that they are a member of the IET and may include their properly awarded designatory letters in business cards, stationery, website, publicity and marketing materials.
20. Members shall not use the IET logo or the coat of arms in a business or personal capacity (save for wearing IET issued pin badges or memorabilia, or for the exception set out in Rule 21).
21. Members shall not, whether expressly or by implication, state that they are acting on behalf of, or with the authority of, the Institution, except when conducting Institution business in the capacity of an honorary officer.
22. Members who are given an “ietvolunteer.org” email account shall only use it for the purpose for which it is given.
23. Members who are not registered through an Institution as a Chartered Engineer, Incorporated Engineer, Engineering Technician or ICT Technician shall not use their

entitlement to the suffix TMIET, MIET or FIET to imply that they are so registered.

24. Members shall exemplify professional behaviour generally and specifically in their relationships with the Institution, its employees and their fellow members.
25. Members shall be mindful of their obligation to exemplify professional behaviour in relation to any content that they publish in the public domain, including without limitation articles, blogs and all social media.
26. Members who are called upon to give an opinion in their professional capacity shall, to the best of their ability, give an opinion that is objective and based upon the best available knowledge and information, and shall state clearly any limitations or qualifications to such opinion.
27. Members shall actively promote public awareness and understanding of the impact and benefits of engineering and technology achievements.
28. Members shall not make any public statement in their professional capacity without ensuring that:
 - (a) they are qualified to make such a statement; and
 - (b) any association that they may have with any party who may benefit from the statement is known to the person or persons to whom it is directed.
29. Members standing as candidates for election to any board or committee of the Institution shall not undertake, or permit to be undertaken on their behalf, organised canvassing by means of circulars or otherwise.
30. Members shall inform their employer in writing of any conflict or potential conflict that may exist or arise between their personal interests and the interests of their employer.
31. Members shall not without proper authority disclose any confidential information concerning the business of their employer or any past employer.
32. Members shall not without their employer's consent accept any payment or benefit in money or money's worth from any person other than their employer in connection with professional services rendered to their employer. Neither shall they receive, directly or indirectly, any such payment or benefit in respect of any article or process used in or for the purpose of the work in respect of which they are employed without such consent.
33. Members shall not offer improper inducement to secure work as independent advisers or consultants, either directly or through an agent. Neither shall they improperly pay any person, whether by commission or otherwise, for the introduction of such work.
34. Members acting as independent advisers or consultants shall not be the medium of payment made on their employer's behalf unless so requested by their employer. Neither shall they place contracts or orders in connection with work on which they are employed, except with the authority of and on behalf of their employer.
35. Members shall co-operate with the procedure laid down in the Disciplinary Regulations from time to time, including without limitation any investigation conducted under the Disciplinary Regulations.

36. If any element of these Rules of Conduct conflict with local laws where a member is situate, such member shall comply with these Rules of Conduct to the maximum extent possible without breaching such laws.