



CODE OF ETHICS

INTRODUCTION

The object of the Code is to enjoin a standard of professional conduct upon every person whose name, in any category, is on the Register of the Architects' Association of Prince Edward Island.

When considering the Principles of the Code, Architects should bear in mind that their conduct must always be based on their obligations to their Clients, fellow Architects and the building industry.

The Principles of the Code are those which should be observed by Architects in the exercise of their profession and examples given in the Appendix are not intended to be exhaustive.

PRINCIPLES

- I. An Architect must faithfully discharge his responsibilities to his Client.
- II. An Architect is remunerated solely by his Professional Fees paid by his Client by a recognized scale.

An Architect is debarred from any other source of remuneration in connection with the works and duties entrusted to him.

The Client should be informed in advance of the scale of charges to be applied and the conditions of engagement.
- III. An Architect shall not advertise for, nor solicit business, nor may he give or offer remuneration or other consideration for the introductions of Clients or of work.
- IV. An Architect must, at all times, apply the conditions of a Contract with entire fairness between employer and contractor.
- V. An Architect must, at all times, with due regard to the interest of his Client, act loyally to his professional colleagues.

- VI. While practising his profession, an Architect must not carry on or engage in any operation of Trade or business which is inconsistent or out-of-keeping with the fitting and proper discharge of his professional duties of which would raise doubts as to his professional integrity as an Architect.
- VII. An Architect must not assume or consciously accept a position in which his interest is in conflict with his professional duty.

APPENDIX

The following information is given as a guide to the interpretation of the Principles of the Code and is not exhaustive.

- I. An Architect shall have due regard for the safety of life and health of the general public and employees of the Client who may be affected by the work for which he is responsible.
- II. An Architect must not accept any discount, gift, commission or other payment or consideration from any source other than his Client.

He must not permit the insertion of any Clause in Tenders or other documents which provides for payments to be made to him by a Contractor unless with the full knowledge and approval of the employer.

The only scale of Fees and Conditions of Engagement recognized are those published by the Architects Association of Prince Edward Island or by accepted Documents of the Royal Architectural Institute of Canada.

- III. An Architect may publish or permit to be published a discrete announcement in the press quoting his name and address, the name and address of the firm, telephone numbers, a list of members of the firm with their degrees or other designations.

The name of the Architect or the Architectural Firm shall not be displayed ostentatiously on office premises or at project sites.

An Architect must not give discounts or commissions in recognition of or as inducement to the introduction of Clients.

An Architect must not tout for business by submitting plans to possible Clients without being requested to do so.

An Architect may permit the use of his name or company by a commercial firm in their advertisement of only such of their products as have been included in the

Architect's Specifications provided that the Architect's name is discretely displayed. It will be regarded as advertising if the Architect solicited publication of his design by a commercial firm in their advertising.

- IV. The Architect should ensure that his Client fully understands the Conditions of the Contract between the Client and the Contractor.
- V. An Architect must not attempt to supplant another Architect by any means.

An Architect shall not compete with another Architect by means of a reduction of fees or by any other inducement.

An Architect shall not undertake a commission for which he knows another Architect has been employed until he has notified the other Architect of the fact in writing and has conclusively determined that the original employment has been terminated.

An Architect shall not take part in an Architectural Competition which is in conflict with the Code of Conduct of Architectural Competitions pertaining at the time of the competition and as established by the Royal Architectural Institute of Canada and approved by the Council of the Association. Nor shall an Architect act as Architect for any work which has been the subject of a competition for which he may have been engaged as an addressor.

- VI. An Architect may not have ownership or pecuniary interest in any building material, contracting company, device or invention proposed to be used in work for which he is the Architect without first informing his Client of that fact and obtaining his Client's written approval for the inclusion of such materials, devices, inventions or employment of such companies.
- VII. He must not act as an Architect for or against a company, of which he is a Director, without previously informing both parties to a Contract. The same rule shall be followed by Architects who are members of committees of management, boards of governors and similar bodies.

If a salaried Architect to a Contractor is employed to design or supervise the erection of a building for a customer, that customer must be informed that the Architect is responsible only to the Contractor who employs him and is not professionally responsible to the customer as his Client.

An Architect employed as a salaried and official Architect by a Provincial or Municipal Government Department or by a statutory undertaking, who is by reason of his office in a position to grant or influence the granting of any form of statutory or other approval, must not undertake private work notwithstanding any permission from his employing authority unless his position and action in the matter can be shown to be free from any suspicion or suggestion of abuse.

