

ICOMOS NEW ZEALAND ❖ TE MANA O NGA POUWHENUA O TE AO

CODE OF ETHICS AND STANDARDS OF PRACTICE

1. PREAMBLE

Note that the Rules and Statutes of ICOMOS NZ take precedence to any statement contained herein.

1.0 CODE OF ETHICS

1.1 Members of ICOMOS (NZ) shall

- a. maintain an appropriate professional awareness of contemporary conservation philosophy, practice, and techniques and relevant legal requirements. Where applicable, they should be a member of the professional organisation affiliated with their training and field of work.
- b. recognise the need to maintain and promote high environmental and conservation standards and outcomes.
- c. ensure that special attention is paid to interrelatedness of decisions and environmental, social, and economic consequences of conservation actions.
- d. subject to a client's or employer's right of confidentiality, endeavour to ensure that full, clear and accurate information is available, and that there are meaningful opportunities for public input and participation as appropriate.
- e. seek out those with a cultural interest in the place and obtain their informed consent to any work.

1.2 A Member's responsibility to the profession and to colleagues requires the member to

- a. uphold the dignity of ICOMOS and its reputation.
- b. act in a fair and tolerant manner to other Members and to do nothing unjust or unfair to injure the reputation of another Member.
- c. co-operate in advancing the art and science of conservation by exchanging information and experience freely.
- d. endeavour to contribute to the professional development of students and fellow Members.

- e. not advertise for work in a misleading manner, or in a manner injurious to the dignity of ICOMOS or other Members.
- f. advise a Member when undertaking a commission to assess work carried out by that Member.
- g. not accept a commission to carry out work for a client if another Member has not reached settlement with the client for work carried out as instructed.

1.3 It is a member's responsibility to ...

- a. give professional advice and evidence that is consistent with the ICOMOS NZ Charter.
- b. strive to ascertain the facts of a situation and maintain unbiased and objective judgement with reference to information and professional advice given.
- c. strive to attain and maintain a high standard of professional competence.

2.0 DISCIPLINE, AND FORFEITURE OF MEMBERSHIP.

2.1 If a complaint is made to the Executive Board of ICOMOS NZ, or the Board otherwise becomes aware of or is of the opinion that any member may have acted or be acting in a manner contrary to the objectives of ICOMOS or likely to bring the conservation profession into disrepute or is conducting themselves in an improper, unethical, or unprofessional manner, then the matter shall be dealt with in the manner prescribed by the regulations under the Rules.

2.2 If the Executive Board resolves by a majority of not less than two-thirds of the members present that the member whose conduct has been subject of the investigation has acted in a manner as aforesaid the Executive Board may make one or more of the following orders:

- a. expulsion from membership of ICOMOS;
- b. suspension for a period of time as fixed by the Executive Board;
- c. or any other order which the Executive Board considers justified on the facts before it.

- 2.3 If the complaints are found to be unsubstantiated the Executive Board shall dismiss the complaints and its decision will be final.
- 2.4 Where the Executive Board has resolved that a member has acted in a manner as aforesaid, such member may, not later than 28 days after the date of notification of the decision of the Board, submit a notice in writing of an appeal against the decision of the Board to the Secretary. Such appeal shall be conducted at the earliest date of the meeting of the Executive Board.
- 2.5 Any fine or costs imposed by the Executive Board shall be recoverable from the member concerned as a civil debt in any Court of competent jurisdiction. The existence of the debt shall be sufficiently proved by the production of the Rules and the Statutes of ICOMOS including this regulation, a declaration signed by the member on the form of application for membership which has been duly accepted and the minutes of the Board meeting at which the penalty was imposed duly certified as a true and correct record by the signature thereto of all Executive Board Members participating in the investigation committee.
- 2.6 Nothing in the foregoing clauses hereof shall apply in respect of the conviction of any member by a Court of Law in New Zealand of an offence which in the opinion of the Board renders the member unfit to be or to remain a member of ICOMOS in which event the Board shall have the right to expel that person from ICOMOS or to suspend membership for any period. Such decision shall not be taken except upon the vote of a majority of not less than two thirds of the members of the Executive Board present at the meeting to consider the matter.
- 2.7 Nothing in the foregoing clauses hereof shall apply in respect of any complaint in regard to the fees charged by any member. Any such complaint shall be determined by reference to a single arbitrator if the member and complainant can agree on one, and if not, by two arbitrators and their umpire and in any event in pursuance of the provisions of the Arbitration Act 1908 or any statutory amendment or modification thereof for the time being in force.

3.0 RE-ADMISSION TO MEMBERSHIP

- 3.1 Any person who has resigned from ICOMOS may apply for re-admission to membership in accordance with the International requirements.
- 3.2 In other cases the Executive Board may, if it finds good reason to do so, reinstate under such conditions as it may see fit to impose, any member whose name has been removed from the roll.

- 3.3 Members who do not pay their membership subscription within six months of the first notice of it being due, will automatically lose their membership.

4.0 APPLICATION AND ELECTION TO MEMBERSHIP

- 4.1 All persons seeking membership shall fulfil the national and international membership criteria from time to time decided by ICOMOS and set out in the Rules of ICOMOS New Zealand and in the Statutes of ICOMOS.

5.0 RIGHTS OF MEMBERSHIP

- 5.1 A Member may attend any general or executive board meeting of ICOMOS NZ and subject to the provisions of the Constitution, may introduce for consideration any matter which comes within the scope to the objectives of ICOMOS and may speak to or vote upon any motion which may be before such meeting.
- 5.2 A Member may seek the advice and support of ICOMOS or the Executive Board or both on any matter coming within the objectives of ICOMOS.
- 5.3 A Member may vote in an election, referendum or ballot conducted by ICOMOS.
- 5.4 A Member may nominate or be nominated for election to membership on the Executive Board of ICOMOS.
- 5.5 An Associate Member has the same rights as a Member except the right to vote at general or Executive Board meetings, or in any election. They have the right to nominate Members for election, and may in some circumstances be allowed to vote in a referendum or ballot, as provided for by the Constitution.

This Code of Ethics and Standards of Practice was approved by the Annual General Meeting of ICOMOS New Zealand / Te Mana O Nga Pouwhenua O Te Ao on 1 October 1994.