

Code of Ethics and Professional Conduct

Code of Ethics and Professional Conduct applies to:

- ✓ All *PMI*® members
- ✓ Non-members who hold a *PMI*® certification
- ✓ Non-members who apply to commence a *PMI*® certification process
- ✓ Non-members who serve *PMI*® in a volunteer capacity.

The most important values to the project management community fall within the following five characteristics:

➤ **PROFESSIONALISM**

- Maintain high standards of integrity and professionalism.
- Adhere to legal requirements and ethical standards.
- Protect the community and your stakeholders.
- Share lessons learned, best practices, research, etc.
- Improve yourself; improve the quality of project management services.
- Build the capabilities of your colleagues and enhance individual competences.
- Interact with team and stakeholders in a professional and cooperative manner.
- Balance stakeholder's objectives.
- Accept responsibility for the actions.
- Encourage others in the profession to act in an ethical and professional manner.
- Improve your competencies as a project manager.
- Perform self-assessment and competencies development plan.

➤ **RESPONSIBILITY**

- Make decisions based on the best interests of society, public safety, and the environment.
- Accept only those assignments that are consistent with your background, experience, skills, and qualifications.
- Accept accountability.
- Protect proprietary or confidential information.
- Do what you promised to do.
- Report any unethical or illegal conduct to appropriate management members.

➤ **RESPECT**

- Respect personal, ethnic, and cultural differences.
- Avoid engaging in behaviors might be considered as disrespectful.
- Understand others' point of view.
- Approach directly those persons with whom you have a conflict or disagreement.
- Do not act in an abusive manner towards others.
- Respect the property rights of others.

➤ **FAIRNESS**

- Practice with fairness and honesty.
- Strive for fair solution.
- Ensure transparency in your decision-making process.
- Reexamine your impartiality and objectivity on constant basis, and take corrective actions as appropriate.
- Provide equal access to information to those who are authorized to have that information.
- Make opportunities equally available to qualified candidates.
- Do not hire or fire, reward or punish, or award or deny contracts based on personal considerations, including but not limited to, favoritism, nepotism, or bribery.

➤ **HONESTY**

- Be truthful in our communications and conduct.
- Provide accurate information in a timely manner.
- Provide accurate and truthful representation to the public.
- Negotiate in good faith.
- Make commitments and promises, implied or explicit, in good faith.
- Strive to create an environment in which others feel safe to tell the truth.
- Avoid conflict of interest or appearance of impropriety.

*Refer to the PMBOK® Guide 6th Edition for more details. &
Please do not hesitate to contact me anytime if you have any questions, comments, and feedbacks.*

Success is yours,

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