The Chartered Institute of Ecology and Environmental Management (CIEEM) is the professional body for ecologists and environmental managers. Membership of CIEEM is a recognised benchmark of professionalism within the field of ecology and environmental management. The contract of membership created by becoming a Member of CIEEM demonstrates a commitment to applying Member’s knowledge and skills in support of CIEEM’s “Objects”, which are to:

- advance the understanding and the standards of practice of ecology and environmental management for the benefit of the natural environment and the public good; and
- further the conservation, management and enhancement of biodiversity and the maintenance of ecological processes and life support systems essential to a fully functional biosphere.

CIEEM’s Competency Framework\(^1\) sets the standards for admission to professional membership grades and for Members’ continuing competence.

CIEEM’s continuing professional development (CPD) obligation\(^2\) sets the standards for the development and maintenance of knowledge and skills required for continued membership of CIEEM.

The Code of Professional Conduct (the Code) describes CIEEM’s expectations of Members in all aspects of their professional lives. Members are bound, through their continuing membership of CIEEM, to adhere to this Code and to accept disciplinary decisions made in relation to any alleged breach of the Code, in accordance with the published Disciplinary Procedures.\(^3\)

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**CODE OF PROFESSIONAL CONDUCT**

As a Member of CIEEM I shall:

1. Uphold the Objects of CIEEM and the reputation of the profession.

2. Maintain my professional knowledge and skills, including undertaking and recording such continuing professional development as CIEEM shall require and providing evidence thereof when requested to do so.

3. Only undertake work that I have the competence to do to the expected standard and seek appropriate advice, training and assistance if I am involved in topics beyond my competence.

4. Exercise sound professional judgement in my work, identifying clearly the limitations and applying objectivity, relevance, accuracy, proportionality and impartiality to information and professional advice I provide, including having regard to the relevant published technical guidance and standards and complying with all laws.

5. Act at all times with professional integrity, avoiding or managing any conflicts of interest and avoiding actions that are inconsistent with my professional obligations and the Objects of CIEEM.

6. Ensure those working for me are appropriately qualified, trained, competent, supervised and supported.

7. Demonstrate a commitment to avoiding discriminatory practices in my professional activities.

8. Accept responsibility for my actions and decisions.

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\(^1\)See [www.cieem.net/competency-framework](http://www.cieem.net/competency-framework)

\(^2\)See [www.cieem.net/continuing-professional-development-cpd](http://www.cieem.net/continuing-professional-development-cpd)

\(^3\)See [www.cieem.net/professional-conduct](http://www.cieem.net/professional-conduct)
SUPPLEMENTARY NOTES

These Supplementary Notes are provided to aid interpretation of the Code of Professional Conduct and set out a non-exhaustive list of factors which members of the Professional Standards Committee and Disciplinary Pool will take into account when considering a complaint in relation to an alleged breach of the Code.

A reference in the Supplementary Notes to any CIEEM document or policy is a reference to it as it is in force for the time being. If there is any inconsistency between any of the provisions of the Code of Professional Conduct and any other CIEEM document to which it refers, the provisions of the Code shall prevail.

1. Members, through their professional conduct, have a responsibility to ensure that they do not bring the ecological and environmental management profession or their professional body into disrepute. This covers all of their actions as a professional ecologist or environmental manager wherever they may work. This would not normally cover their private life, including if convicted of a criminal offence, unless that offence is relevant to their professional work or brings the profession into disrepute.

2. Undertaking continuing professional development is an obligation of professional membership of CIEEM. Members are required to record their CPD in the format prescribed by CIEEM and provide evidence of having done so in accordance with the CPD obligation.

3. Competence is defined as:
   - you know what to do; and
   - you know why you do it; and
   - you know when to do it; and
   - you know how to do it; and
   - you can do it consistently well; and
   - you know your limits and when to seek assistance.

   The competence expectations for different grades of professional membership are set out in CIEEM’s Competency Framework. Members are expected to use the Framework in order to assess their own competence and areas for development.

4. Professional judgement is the process of applying knowledge and experience when making decisions or providing advice. It is an important skill of any professional person, but such judgement can be open to challenge. A Member must be able to explain how they have applied their judgement and the justification for doing so. Examples of where professional judgement might need to be applied, and justified, include applying proportionality in response to a particular set of circumstances or context.

   It is important to understand that non-adherence by a Member to published technical guidance is not necessarily a breach of the Code. Members are expected to demonstrate awareness of all relevant industry-accepted published technical guidance. However they may, through applying their professional judgement, deviate from such guidance provided that they show justifiable grounds for having done so.

   Members are expected to comply with all relevant laws (i.e. those pertaining to protection and management of the environment). Non-compliance is likely to be a breach of this Code unless exceptional circumstances apply.

5. Acting with professional integrity includes acting honestly, honourably and in accordance with ethical principles such as fairness, impartiality, confidentiality, respecting others, and avoiding or managing conflicts of interest.

   Professional obligations include, but are not restricted to:
   - the requirement to comply with CIEEM’s membership obligations as set out in the Bylaws and Membership Regulations;

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4 See www.cieem.net/data/files/Resource_Library/Governance/CIEEM_Charter_and_Bylaws.pdf
• the requirement to comply with professional standards (but note the reference to professional
judgement in the application of published technical guidance and standards as set out in
supplementary note 4);
• the requirement to undertake work with due skill, care and diligence, the requirement to act
in the public interest subject to any legal constraints (e.g. by taking all reasonable measures,
subject to any legal constraints, to (i) prevent the commission of wildlife crime by others
(whether Members or non-Members); and (ii) support the enforcement agencies in their roles
to investigate, prosecute and/or secure remediation of the effects of wildlife crime, in either
case whether through reporting wildlife crime / suspected wildlife crime or otherwise);
• the requirement to share, wherever possible, data and other relevant information and to
otherwise work to protect and enhance the natural environment;
• the requirement to demonstrate a duty of care to others when carrying out professional
activities, for instance by complying with relevant health and safety standards;
• the requirement to conduct business relationships appropriately, including using (where
relevant) clear Terms and Conditions for commissioned work and having in place appropriate
levels of professional indemnity and public liability insurance (or ensuring that your employer
does so); and
• the requirement to use best endeavours to resolve differences of professional opinion in a
constructive way.

6. Members, as employers, managers or supervisors, have a responsibility to encourage and
support those working for them to maintain and enhance their professional competence. As a
minimum Members must take all reasonable measures to ensure that those working for them,
or supervised by them, are competent for the tasks that they are undertaking and undertake
those tasks safely and to the standard required.

7. Members are required, at all times, to demonstrate adherence with relevant legislation
in respect of avoiding discrimination. Members are encouraged to promote equality of
opportunities in their professional activities.

8. Members are expected to take responsibility for their actions and behaviour. Members can
demonstrate doing so through the subsequent actions that they take to acknowledge any
mistakes and to put things right.

IMPLEMENTATION OF THE CODE

Complaints of alleged breaches of the Code by a Member may be made by Members and non-
Members. A Member who is the Subject of a complaint must use their best endeavours to assist in
any enquiries CIEEM might make to investigate the complaint. Members will not seek to dissuade,
penalise or discourage a person from bringing a complaint and will not interfere with or otherwise
compromise due process. A Member shall not resign during the course of an inquiry in order to
frustrate such an investigation and, if such a Member does resign, then CIEEM will deem their
membership to continue for the purposes of completing the investigation.

The process for investigating an alleged breach of the Code of Professional Conduct is set out in the
CIEEM Disciplinary Procedures. All parties should consider and respect confidentiality during the
investigation of a complaint.

CIEEM will not normally refer Members to disciplinary hearings for alleged minor transgressions
of this Code unless they form part of a pattern of alleged unacceptable professional conduct. The
decision as to whether or not an alleged transgression warrants referral to a hearing will be made
during the preliminary investigation phase of the disciplinary procedure.

When a Member is found to be in breach of the Code of Professional Conduct this fact will be
published, after time for an appeal has passed, in accordance with CIEEM’s Disciplinary Inquiries
Publications Policy5.

This version of the Code of Professional Conduct came into effect on 1st November 2017.

5See www.cieem.net/outcomes-of-disciplinary-hearings