

SCHEDULE

(Section 21).

CODE OF ETHICS

1. A registered architect shall not hold, assume or accept a position in which his interest is in conflict with his professional duty.

2. A registered architect is remunerated solely by his professional fees payable by his client or by a salary payable by his employer. He is debarred from any other source of remuneration in connection with the works and duties entrusted to him. It is the duty of a registered architect to comply with the conditions of engagement of the Trinidad and Tobago Institute of Architects.

3. A registered architect shall not accept any work which involves the giving or receiving of discounts or commissions, or accept any discount, gift or commission, from contractors or tradesmen, whether employed upon his works or not.

4. A registered architect may be an architectural consultant, adviser, or assistant to building contractors, decorators, manufacturers, house and estate agents, estate development firms or companies, or firms or companies trading in materials used in or whose activities are otherwise connected with the building industry, if he is paid by fee, salary or royalty and not by commission on sales or profits, and provided that he does not either directly or indirectly solicit orders for the firm or company.

5. Where a registered architect is engaged specifically as an architectural consultant or adviser, as described in Clause 4 his name and affix may appear only on the note paper of the firm or company used in connection with his professional services.

6. Where a registered architect is engaged as an architectural consultant, adviser or assistant as described in Clause 4, he shall not act in a professional capacity for a third party to whom his principals owe a contractual duty, but if mutually agreed between all the parties he may act as an independent architect on the direct instructions of the said third party provided that he receives the payment of fees direct from the third party.

7. Where a registered architect is a director of a firm or a company carrying on a business in the trading of materials used, or connected with the building industry or trading in land or building for profit, he shall act in accordance with Clause 1 of this Code.

8. A registered architect—

- (a) shall not advertise his work or merit in a self-laudatory manner, and shall avoid all conduct or practice likely to discredit or unfavourably reflect upon the dignity or honour of the profession;
- (b) may employ circumspect advertising to announce his practice and availability. Only those media shall be used as are necessary to reach directly an interested and potential client or employer, and such media shall in themselves be dignified, reputable and characteristically free of any factor or circumstance that would bring disrepute to the profession or to the professional using them. The substance of such advertising shall be limited to fact and shall contain no statement or offer intended to discredit or displace another registered architect, either specifically or by implication.

9. A registered architect may allow signed illustrations and descriptions of his work to be published in the Press, but he shall not—

- (a) give monetary consideration for such insertions;
- (b) allow such insertions to be used by the publishers for extorting advertisements from contributors.

10. A registered architect may consent to the publication of series of illustrations either in circular, brochure or book form, with or without descriptive letter-press of any building or buildings for which he has been responsible, providing that such publication is not used by the publishers for extorting advertisements from contributors.

11. A registered architect may sign his buildings and may exhibit his name outside his office and on buildings in the course of construction, alteration or extension, if it is done in an unostentatious manner and the lettering does not exceed two (2) inches in height.

12. A registered architect must not attempt to supplant another architect, nor must he compete with another architect by means of a reduction of fees or by other inducements.

13. A registered architect on being approached or instructed to proceed with professional work upon which another architect was previously employed, shall notify the fact to such architect.

14. A registered architect employed as a full-time salaried and official registered architect by a central or local government department or by a statutory undertaking, and 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 to do so, unless he is satisfied that his position and action in the matter will be free from any suspicion or suggestion of abuse.

15. In all cases of dispute between building owner and contractor a registered architect must act in an impartial manner. He must interpret the conditions of a contract with entire fairness as between the building owner and the contractor.

16. A registered architect must not permit the insertion of any clause in tenders, bills of quantities, or other contract documents which provides for payment to be made to him by the contractor whatever may be the consideration, unless with the full knowledge and approval of the employer.

17. Where a registered architect takes off the quantities for his buildings he should be paid directly by the employer and not through the contractor except with the previous consent of the employer.

18. A registered architect shall enter only such architectural design competitions as are approved by the Trinidad and Tobago Institute of Architects.

19. A registered architect must not act as architect or joint architect for work which is or has been the subject of a competition in which he is or has been engaged as assessor.

20. An assessor must not act as consulting registered architect nor in any other professional capacity, in any matter connected with work which has been the subject of a competition, provided always that he may act as arbitrator in any dispute between the promoters and the selected architect.

21. Where a registered architect is officially approached by a promoter for advice on the holding of a competition with a view to his acting as assessor, and eventually it is decided not to hold the competition but to appoint a registered architect to carry out the work, the registered architect originally approached in an advisory capacity is precluded from acting as architect for the work in question.