SPECIFIC PRINCIPLES OF GOOD PROFESSIONAL CONDUCT *

The compilation consists of four parts as follows:

Part I. Relations of the Engineer to the Public.
Part II. Relations of the Engineer to Clients and Employers.
Part III. Relations of the Engineer to Employees.
Part IV. Relations of the Engineer to other Engineers.

Part I

RELATIONS OF THE ENGINEER TO THE PUBLIC

1. The Engineer should regard his duty to the public welfare as paramount to all other obligations.

2. He should not use his professional standing as a means of sponsoring or promoting commercial or other undertakings of a speculative character.

3. He should scrupulously avoid connection, by act or omission, with any illegal or questionable undertaking or participation in any enterprise inimical to the public welfare.

4. He should not advertise in self-laudatory language or in any other manner derogatory to the dignity of his profession.

5. He should avoid any publicity giving the impression that technical service in technical matters can be dispensed with; or that technical proficiency along any line is easy of acquisition; or that exaggerated returns may be expected from any limited course of technical instruction.

6. He should avoid any questionable statements or any statements couched in language that would convey a false impression, in any of his reports, advertisements, or articles.

7. He should avoid contingent fees as tending to prejudice the quality of the service which he renders; when retained to report on a property or project he should be scrupulously careful to make no

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business arrangement for compensation or otherwise that might tend to bias his report.

8. The Engineer should strive to give a full measure of service for the best interests of his client and of the public, and should charge fair and adequate fees for such service. He should maintain the professional attitude in negotiations for his services; and he should avoid all practices which have a tendency to affect adversely the amount, quality or disinterested nature of professional services, such as charging inadequate fees, competing on a price basis where (as is almost invariably the case) the service to be rendered or the character of its proper performance cannot be precisely defined, spending large amounts of money in securing business, or consenting to furnish monetary guarantees of cost estimates.

9. The Engineer should use every care to make his estimates accurate and reliable, and in particular should guard against allowing self-interest to lead him into making an inadequate estimate.

10. He should refrain from using any improper or questionable methods of soliciting professional work.

11. He should participate in clean politics and should strive to be a force to assist in the cleansing of politics.

12. He should take an active interest in the public welfare in behalf of which he should ever stand ready to volunteer his special knowledge, skill and training for the use and benefit of mankind.

Part II

Relations of the Engineer to Clients and Employers

1. The Engineer should pursue his professional work in a spirit of strict fidelity and full loyalty to his clients and employers.

2. He should inform a client or employer of any business connections, interests or affiliations which might tend to influence his judgment or impair the disinterested quality of his services.

3. He should accept compensation for his services in connection with any work from one source only, except with the full knowledge and consent of all the interested parties.

4. He should hold as confidential such information relating to the business or technical affairs of a client or employer as the latter regards or may be presumed to regard as personal or proprietary.

5. He should not engage in any outside work without the full knowledge and consent of his employer.

6. When connected with any work, he should not accept commissions, outside employment, promise of employment or any other consideration from a contractor engaged upon that work.

7. He should have no business dealings or connections with any client of his employer without the full knowledge and approval of his employer.

8. He should not accept commissions or other considerations for specifying or recommending supplies, equipment or service.

9. He should not pay commissions to others for recommending his services to prospective clients.

10. He should have no interest direct or indirect in any materials, supplies or equipment used in the construction work of his client or in any firms receiving contracts for his client's work without informing his client in advance of the nature of such interest and obtaining his sanction.

11. He should not engage in the independent practice of engineering without the knowledge and sanction of his employer, and under no circumstances should he compete with his employer on the basis of lower fees.

Part III

Relations of the Engineer to Employees

1. The Engineer should treat his employees or subordinates in a spirit of fairness, with due regard and consideration for their personal welfare and professional advancement.
2. There should be a professional bond between employer and employee when both are engineers, which will dictate and impel reciprocal interest and mutual consideration.

3. The Engineer should pay adequate salaries commensurate with the importance and responsibility involved in the service.

4. He should encourage the professional pride of his employees or subordinates in their work and should offer them every means of protecting their reputations and the quality of the work entrusted to them by not interfering with the proper performance of the duties for which they are responsible.

5. He should recognize the freedom of his employees to change employment and should in no way hinder employees or subordinates on bettering their condition.

6. He should not discharge an employee, nor withhold employment from him, nor discriminate against him in any way on account of his affiliations or activities in any professional, political, or religious organization.

7. He should respect his employee's right to freedom of thought, speech, and outside activity as long as the same does not impair the efficiency and value of the employee's service.

8. He should see that his employee is adequately covered by insurance against risk of casualty arising from his work.

9. In advertising or offering employment, he should refrain from any misrepresentation as to the conditions and permanency of such employment.

10. If in public employ, he should assume the responsibility of consistently protecting the interests of his subordinates.

11. He should make every effort to provide steady employment for his employees and when forced to discharge an employee he should give the most generous notice possible and exert every reasonable effort to assist the employee in finding another position.

Part IV

The Engineer's Relations to Other Engineers

1. The Engineer should not by word, act or omission, injure falsely or maliciously, directly or indirectly, the professional reputation, prospects or business of another Engineer.

2. He should not attempt to supplant another Engineer after definite steps have been taken toward his employment.

3. If employed in conjunction with another Engineer, and by the same client, he should not review and comment conclusively upon the work of the other Engineer except with his full knowledge and consent or unless the connection of such other Engineer to the work has been previously terminated.

4. He should not use unfair means to effect his professional advancement or to injure the chances of another Engineer to secure and hold employment.

5. He should not attempt to inject his services into a project at the expense of another Engineer who has been active in developing it.

6. He should not interpose between other Engineers and their clients when unsolicited. When solicited, he should avoid any possibility of doing a brother Engineer an injustice.

7. He should not seek or solicit a position occupied by another Engineer.

8. He should not attempt to secure work on the basis of lower salaries or fees.

9. He should be courteous, fair, considerate in his dealings with other Engineers.

10. He should conduct any necessary comment on or criticism of the work of other Engineers with careful regard for the good name and dignity of the engineering profession, and he should scrupulously refrain from criticism to personal advantage, as in negotiating for an engagement.

11. He should not commercialize his affiliations with, or official position in, any technical organization.

12. He should not use his professional affiliations to secure the confidence of other Engineers in speculative commercial enterprises.

13. As a member of any professional organization, he should avoid any act tending to promote his own interest at the expense of the dignity and standing of the organization.

14. As an officer of a professional organization, he should sedulously avoid any
appearance of using his position for personal advertising.

15. He should cooperate in upbuilding the engineering profession by exchanging professional information and experience with his fellow engineers and students of engineering, and by contributing to the work of engineering societies, schools of applied science, and the technical press.

16. He should regard himself as a debtor to his profession and should dedicate himself to its advancement.