



## **Iberoamerican Board of Occupational Hygiene (JIHO)**

### **Code of Ethics; for the Professional Practice of Occupational and Hygiene**

#### **Introduction**

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This Code of Ethics provides guidance and assistance to members to maintain the highest level of ethics and professionalism amongst members of the JIHO.

The Code provides a professional standard that should be expected of members by workers, employers, clients, government, organizations, and members of the public.

Nothing in the Code shall require a member to contravene any obligations under any relevant local or national legislation or regulation.

#### **Definitions**

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In this Code, unless the context makes it clear that another meaning is intended:

- member means a person holding a JIHO HOC certification award;
- worker means persons who are engaged in work which is the subject of the member advice;
- employer means the employer of the worker or persons in charge of a business of undertaking
- general public means the community at large;
- consultant means a member providing professional services on the basis of fee for service;
- commentary means any expression of opinion, any expression of interpretation, offering of comment or any remark which is given as made in a public forum, made in any advice given, through any form of media, at any professional gathering or in a private setting;
- best practice means as published or recommended by internationally recognized peer professional organizations
- profession means the occupation or business of providing advice in occupational hygiene;
- client shall mean;
  - where the member is providing professional services as an employee to an employer for a salary, the employer of the member; and
  - where the member is providing professional services as a consultant for a fee, the person or business who has engaged the member to provide the professional services in return for a fee,
  - where the member is providing professional advice or commentary in the field of occupational or environmental hygiene.



## **Purpose**

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This Code is designed to:

1. guide JIHO members who may be subjected to contradictory pressures and enable them to act with integrity and objectivity.
2. provide a benchmark for clients, employers, other professionals and members of the general public against which to assess Junta members conduct.
3. provide grounds for referring a member to the JIHO Board for alleged misconduct for which, following due process the Board can warn, admonish, reprimand, suspend or expel a member and when deciding whether a member is fit to remain a member

## **Scope**

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The Code applies to paid and unpaid work provided or conducted by all members of JIHO.

## **Summary**

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In providing advice to an employer, client or worker, JIHO members shall give paramount consideration to

1. their general obligation to act with Integrity, honesty, objectivity, impartiality
2. their specific responsibility to workers
3. the provision of advice and commentary so that it is always based on the best available fact and scientific method;
4. their areas of professional competence;
5. their obligation to avoid actual or potential conflicts of interest;
6. maintain confidentiality;
7. disclose when necessary to prevent likelihood of injury or disease; and
8. the reputation of other Junta members and the Junta itself.

## **Member Specific Responsibilities**

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The members primary responsibility is the health, safety and welfare of workers and others whose health and safety may be at risk or affected by the activities being undertaken by the worker, the employer or the client. This responsibility to worker health shall take precedence over responsibilities to commercial, sectional or private interests.



The member shall therefore;

1. Advise workers, employers, clients and employees responsibly and competently so that healthy working conditions may be achieved and maintained as far as practicable.
2. Keep confidential all information relating to employers' or client's business operations or employees which is not common knowledge.
3. Advise the employer, client and public so that contraventions of any relevant legislation or professionally accepted standard can be avoided and inform them if there are statutory duties to disclose findings to workers or their representatives.
4. Conduct all field investigations to best practice applying recognised standard of monitoring methodology, recognised standard of equipment and instrumentation, and standard analytical and calibration methods conducted by accredited testing laboratories, such as those prescribed by the regulator, or other recognised occupational and environmental hygiene authorities.
5. Report findings clearly and factually to the client or employer directly and to no other body without the permission of the employer, unless there is no way other than disclosure, of averting the likelihood of death or serious illness or injury. Where disclosure is to occur, the member should notify the employer.

### **Integrity, Honesty, Impartiality**

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Members shall:

1. act with integrity and in a professional and responsible manner at all times;
2. act impartially and objectively;
3. act honestly; and in accordance with legal obligations;
4. ensure work done under their direction is competently performed and reliably reported;
5. take an objective position in the recognition, evaluation and control of environmental factors potentially adverse to health; and
6. accurately report results or outcomes of monitoring and observations and conclusions as far as practicable to represent actual, true conditions.

### **Competence**

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Members shall:

1. undertake adequate and appropriate training to maintain professional skills at a level necessary to provide competent advice;
2. base advice or commentary on the best scientific evidence available at the time the advice was conceived;
3. report clearly and factually and ensure that matters of opinion and judgment are founded on adequate knowledge and are within the member's professional training, professional competence and professional experience;



4. make public statements claiming professional knowledge in an area only if competent to do so, and only if such statements do not amount to a breach of this Code

## **Conflict of Interest**

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Members shall:

1. avoid real or apparent conflicts of interest;
2. declare any significant financial and other relevant interests with potentially conflicting with or influencing the impartiality of any reports, advice, commentary or decisions;
3. report all real or potential conflicts to any parties that may be affected promptly and effectively.

## **Confidentiality**

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Members shall:

1. ensure that any information obtained is used solely for promoting occupational or public health and the conduct of occupational or environmental hygiene;
2. respect the confidentiality of the information obtained during their work and only reveal such information to others with the consent of the people or organizations from whom the information was obtained or their legal representatives for the express purpose for which it was obtained; and
3. meet relevant any and all National, federal, provincial, territorial, district, local and state privacy laws.

## **Disclosure and Whistleblowing**

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1. If a member becomes aware of an employer, organization or breaching occupational health and safety legislation or standards likely to result in injury or disease, the member must respond promptly to the situation.
2. Before doing so, the member should seek advice from other hygiene professionals and inform the employer or organization of their ethical obligation to declare. In the case where the organization is a public body, the member may be protected by 'whistle-blowers' legislation.
3. If there is no action on the part of the employer, organization or JIHO and the only way of reducing the risk is to disclose their knowledge of the risk to a third party such as a government representative, then the member should do so.



## **Maintaining Standing and Reputation of the Profession**

Members shall conduct themselves in a manner that will maintain, promote and improve the standing and reputation of the profession.

Specifically, members must uphold the occupational hygiene and environment profession and:

1. provide commentary on occupational and environmental hygiene solely in their role as a member;
2. avoid any conduct likely to discredit or misrepresent the profession or deceive the public or organization or government institution;
3. recognise and respect the expertise of other professionals, avoiding maliciously or reckless damage to the professional reputation of another member; and
4. not make any commentary or take any action that could misrepresent the views of the JIHO
5. not engage in inappropriate use of media and social media.

## **Responsibility to Clients**

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Members shall when dealing with those using their service or advice:

1. conduct themselves ethically;
2. not offer or pay any financial or material inducement;
3. advise them of any conflict of interest or any past present or future actions that may compromise, or may appear to compromise, the exercise of independent professional judgment or conduct;
4. provide proper and accurate representation of the member's capacities and competencies in all documents and statements as to the member's expertise or services to be provided;
5. make responsible and proper undertakings and commitments to any employer and client regarding performance and outcomes of proposed or completed work;
6. ensure that, as far as practicable, whenever risk of illness and injury is identified it is communicated to the persons who have the responsibility to control those risks;
7. ensure that they practice competently within the limits of their abilities, and maintain their professional skills, competence and knowledge in the area(s) in which they work;
8. not misrepresent their professional background or falsify or misrepresent qualifications or allow any other person to do so on their behalf;
9. give commentary or claim professional knowledge in an area of hygiene only if competent to do so and only if based on sound personal investigation and adequate research of the risk;
10. inform the client of any interest or employment such as might compromise the exercise of independent professional judgment or conduct; and
11. work for one client only on the same matter, unless the consent of all relevant clients is obtained.



## **Code of Ethics and Complaints and Disciplinary Actions**

Complaints and disputes will be evaluated and addressed on a case-by-case basis by the Board. Breaches of this Code of Ethics may invoke disciplinary action by the board up to and including the revocation of certification.

1. All JIHO members will be required to acknowledge and sign on an Ethics Form demonstrating they are aware and commit to the behaviours and values of the JIHO Code of Ethics and Code of Conduct, when they pay their annual subscription fee.
2. Any individual may file an ethics complaint. The process is described above.
3. All complaints are reviewed by the JIHO Board of Directors and where warranted, further investigated by the Board, which may include the use of Legal Counsel.
4. JIHO members found to be in violation of the JIHO Code of Ethics will be subject to a range of sanctions up to and including having their certification revoked.