

Code of Conduct for IMA Members

The Professional Affairs Committee has issued a Code of Conduct to guide members through their working lives. The Committee agreed that the Code should be concise and this aim has been achieved by offering directional principles on common issues.

The Code is consistent with those issued by comparable institutions. A large number of codes of other working bodies were studied before this one was written. We believe that IMA members who belong to more than one institution should not find themselves bound by conflicting requirements.

David Youdan
Executive Director

Introduction

The rules of conduct for members stated herein are made by the Council in line with the requirements of the Institute's Royal Charter. They were formally approved by the Council on 14 March 2001. A code of working conduct designed to cover all eventualities must necessarily be posed in general terms expressing broad ethical principles. The rules proposed indicate the manner in which members are required to conduct themselves in a number of frequently-occurring situations. In other situations, members are required to conduct themselves in accordance with the principle that, in any conflict between a member's personal interest or the interests of an employer or sponsor and fair and honest dealing with members of the public, duty to the public must prevail.

In these rules, "member" means any of the grades of membership referred to in the Charter and "employer" includes any client for whom a member may work in any capacity.

The public interest

1. A member shall have regard to protection of the public interest as determined by criminal and civil legislation.
2. A member in the position of an employer, in addition to meeting the relevant regulations and standards, shall set fair and reasonable terms and conditions of employment.

Employers and clients

3. A member shall not improperly disclose any information concerning an employer's business nor that of any previous employer.
4. A member shall inform an employer in writing of any potential conflict between personal interest and faithful service to the employer.
5. A member shall not accept remuneration in connection with services rendered to an employer other than from the employer or with the employer's consent; nor shall a member receive directly or indirectly any undeclared royalty, gratuity or commission, for any article or process used in connection with employment if such royalty, gratuity, or commission conflicts with the employer's terms and conditions of employment.
6. A member shall not offer to provide or receive in return, any payment or commission or otherwise as the inducement for the introduction of business from a client.

7. A member shall not, except where specifically so instructed, handle clients' monies or place contracts or orders in connection with work on which engaged when acting as an independent consultant.

The Institute

8. A member shall act in a manner worthy of the honour and interests of the Institute and shall do nothing that may bring the Institute into disrepute.
9. A member shall not recklessly or maliciously injure or attempt to injure, whether directly or indirectly, the reputation, prospects, or business of other members, or members of other Institutes.
10. A member called upon to give an opinion shall give an opinion that is objective and reliable, shall have sought authorisation where this is appropriate, and have due regard to the likely consequences of any such statement.

Competence and integrity

11. A member shall only undertake service where as a mathematician, the required level of competence is possessed.
12. A member shall accept responsibility for personal work and for the work of subordinates done under direction, seeking always to conform to recognised good practice including quality standards.

Improper conduct

In cases where a member believes that another member has been guilty of improper conduct as determined by the IMA Codes of Conduct, the member should report the matter in confidence, to the Professional Affairs Committee. This Committee will conduct a preliminary investigation and will forward a report to the Executive Board (on behalf of Council) which will determine the course of further action.

Appeals procedure

In the event that a member is subject to disciplinary action for breaching the code of conduct, they should seek leave to appeal from the Executive Director within one month of the date of the decision. The right to appeal shall depend only upon new evidence becoming available since the hearing or an apparent injustice at that hearing. The Executive Board (on behalf of Council), if it grants the right of appeal, shall constitute an Appeal Tribunal comprising three members of the IMA having no contact with the matter under appeal beforehand, one of whom is a past president. Leave to address the Appeal Tribunal will be granted on application. The Appeal Tribunal may decide to uphold or dismiss the original decision or to order re-examination of the original complaint by the Executive Board (on behalf of Council).