

Association of Nova Scotia Land Surveyors

Code of Ethics

The following Code of Ethics was approved by the membership at the Annual General Meeting on October 29th & 30th, 2010

The content of the Code is contained in four areas of professional ethics: competence, conflict of interest, conduct and compliance with laws.

This Code of Ethics shall apply to all Nova Scotia Land Surveyors, candidate members and holders of Corporate Permits who collectively are known as members throughout this document.

1. Competence

- 1.1 In practising professional land surveying, a member shall act with reasonable care and competence, and shall apply the knowledge, skill and judgement which is at least equal to that which is ordinarily applied by members currently practising in the province of Nova Scotia.
- 1.2 Members shall keep themselves informed and current with respect to the practice of professional land surveying in order to maintain their level of competence, strive to advance the body of knowledge within which they practice and provide opportunities for professional development of their subordinates.
- 1.3 Members shall undertake to perform professional services only when they are within the scope of their knowledge, training and experience required for the project.
- 1.4 The member shall attempt to instill in staff, in particular any candidate members, the importance of integrity in their work and a clear understanding of the professional obligation to society.
- 1.5 A member has a duty to assist his/her students and employees in the theoretical and practical aspects of land surveying to the best of the member's ability, so as to permit them an opportunity to achieve their optimum level of contribution to society and the profession.

2. Conflict of Interest

- 2.1 A member shall avoid actions and situations where personal interests conflict or appear to conflict with professional obligations to the public, the client and to other land surveyors.
- 2.2 A member shall make full disclosure as soon as it is known that there is a personal association, interest, or an awareness of a potential or perceived conflict of interest.
- 2.3 A member shall not undertake the same or similar work for more than one client on a project without full disclosure to all such clients.

3. Conduct

- 3.1 A member has a duty to maintain the integrity and dignity of the profession through his association with his clients, colleagues, subordinates and others, and shall participate in the ongoing activities of the Association.
- 3.2 The member has a duty to exercise unbiased independent professional judgment on behalf of his client and shall represent his client(s) competently.
- 3.3 Members shall conduct themselves with fairness, honesty, integrity, civility and good faith towards clients, colleagues and others.
- 3.4 The member shall quote on and charge compensation for projects commensurate with the technical complexity, level of responsibility, time requirements, and liability potential of the services preformed, except where gratuitous services are warranted.
- 3.5 A member shall sign and seal only such plans, documents or work that have been prepared or carried out under his/her direct professional supervision.
- 3.6 A member has a duty to communicate with a client and to keep a client reasonably informed, especially when it is realized that time frames, costs or outcomes are likely to vary from project estimates.
- 3.7 The member shall report to the Association, any illegal or unethical land surveying decisions or practices by land surveyors or others.
- 3.8 The member shall refrain from criticism in public of the conduct or practice of colleagues.
- 3.9 The member shall not use time, equipment, files, information or supplies associated with a salaried position for the purposes of carrying out research, providing quotes or carrying out project work for outside private clients.
- 3.10 Advertizing in any form or medium by a member shall be truthful, factual, accurate and verifiable.
- 3.11 A member shall not review the work of another land surveyor for the same client(s) without first advising such land surveyor or unless the connection of such land surveyor providing the work has terminated.
- 3.12 Members shall not establish or maintain branch offices unless these offices are operated directly under the management and direction of a Nova Scotia land surveyor and are frequented on a regular basis by a Nova Scotia land surveyor.

4. Compliance with Laws

- 4.1 In practising professional land surveying, a member shall abide by the *Land Surveyors Act*, and its associated Regulations, By-laws, Standards of Practice and Code of Ethics, and all other applicable legislation, policies, directives and guidelines pertaining to the profession.
- 4.2 Members must keep themselves apprised of current applicable laws and regulations that relate to the practice of professional land surveying in Nova Scotia.
- 4.3 A member must not directly or indirectly condone or encourage contravention, by others, of the *Land Surveyors Act*, and its associated Regulations, By-laws, Standards of Practice and Code of Ethics, and all other applicable legislation, policies, directives and guidelines pertaining to the profession.