

DRAFT

Code of Conduct

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Code of conduct

The standards:

1. Honesty and integrity
2. Professionalism
3. Competence
4. Respect
5. Dispute resolution
6. Cooperation

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Introduction

This is the Building Safety Regulator (BSR) code of conduct for registered building inspectors.

Section 58F of the Building Safety Act 2022 requires the BSR to prepare and publish a code of conduct which sets out standards of professional conduct and practice expected of registered building inspectors.

The code of conduct takes its place at the heart of a newly regulated building control profession – one in which you are required to take individual responsibility and accountability for your decisions, actions and behaviour.

As a Registered Building Inspector (RBI), you are expected to be guided in your professional conduct and professional practice by the spirit of the code, as well as its specific standards and clauses. The code outlines mandatory requirements that are principle-based.

A breach of this code may lead to disciplinary proceedings. This includes any behaviour beyond your professional role which is likely to bring the profession of registered building inspectors into disrepute, such as being convicted of a criminal offence. Each case will be judged on its own facts.

Please read the code of conduct in full to understand what the BSR expects of you.

Standard 1 Honesty and Integrity

1.1 Honesty

1.1.1 I will always be honest and truthful – acting with integrity at all times.

1.1.2 I will never make statements or provide professional advice that I know to be:

- False
- Inaccurate
- Misleading

1.1.3 If I become aware of other people doing so, I will:

- Report it, according to the guidance/rules of my profession

1.2 Transparency

1.2.1 I will always operate and promote my professional services in a way that is:

- Clear
- Truthful
- Responsible

1.2.2 I will always be clear and transparent when explaining the policies and procedures of how I do my work. I will explain:

- How to challenge my decisions
- The process used to resolve issues

1.2.3 I will never misuse my status as a Registered Building Inspector (RBI) for:

- Personal gain
- Commercial gain

1.2.4 I will always make sure that I use the term Registered Building Inspector:

- In a way that is accurate
- In a way that conforms to the terms of my registration

1.3 Financial propriety

1.3.1 I will always ensure that my professional finances are:

- Managed in a responsible way

1.3.2 I will always:

- Reject bribery
- Reject financial impropriety
- Deter/prevent others from engaging in such activities

1.3.3 I will always report:

- Any instances where financial impropriety has taken place

1.4 Protecting reputation and avoiding disrepute

1.4.1 I will always adhere to the highest standards of conduct.

1.4.2 I will never bring my profession into disrepute by:

- Being involved in a criminal offence
- Personal conduct unbecoming of my profession
- Irresponsible public statements, including via social media

1.5 Reporting

1.5.1 If I bring my profession into disrepute through a lapse in my conduct, I will immediately:

- Report it to the Building Safety Regulator (BSR)
- Notify the Registrar for RBIs within 28 days, if for example:
 - a) I am convicted of a criminal offence;
 - b) I am made the subject of a Court Order disqualifying me from acting as a company director;
 - c) I am made the subject of a Bankruptcy Order;
 - d) Debt Relief Order;
 - e) Bankruptcy Restriction Order;
 - f) Director Disqualification Undertaking;
 - g) Bankruptcy Restriction Undertaking;
 - h) I am the Director of a company which is:
 - wound-up
 - placed in an administration

- Placed in a CVA (other than for amalgamation or reconstruction purposes)
- i) I fail to pay a Judgement Debt;
- j) I am facing professional misconduct and/or sanctions from a professional body.

1.6 Whistleblowing

1.6.1 I will always ensure that:

- I understand the whistleblowing policy and procedure of my profession.

1.6.2 I will always undertake the whistleblowing process when there is a breach in:

- Financial standards
- Legal standards
- Professional standards

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Standard 2 Professionalism

2.1 Professionalism

2.1.1 I will always uphold the standards of my profession by:

- Undertaking my role in a fair manner
- Undertaking my role in a diligent manner
- Undertaking my role in a conscientious manner

2.1.2 I will always be accountable for my decisions and for the duties and tasks that I delegate to other people.

2.1.3 I will always adhere to:

- the codes of the building control profession
- The guidance of the building control profession
- The legal requirements of the building control profession

2.1.4 I will always ensure that any building control work that I undertake is:

- Legal
- Justified.

2.2 Conflict of interest

2.2.1 I will not allow a conflict of interest to compromise my objectivity/impartiality.

2.2.2 If I become aware of a conflict of interest, I will:

- Report it
- Help to manage it in an effective way.

2.2.3 I will always adhere to the written conflict of interest policy. This will include:

- How to identify a conflict of interest
- How to report a conflict of interest
- How to manage a conflict of interest

2.3 Effective communication and record keeping

2.3.1 I will always keep proper records of my advice and decisions.
This will be:

- Detailed, to answer any questions from clients
- Able to show how I justify my opinions
- Suitable for auditing
- Suitable for quality assurance
- Suitable for regulatory purposes

2.3.2 I will always make sure that security is in place to safeguard the records of my clients,
by:

- Protecting confidential information
- Storing details in a responsible way
- Conforming to data protection legislation

2.4 Maintain confidentiality

2.4.1 I will only disclose confidential information if:

- I have the relevant consent to do so
- It is being used for its intended purpose
- It is permitted by law

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Standard 3 Competence

3.1 You must be competent

3.1.1 I will always ensure that I am competent to undertake any work that I agree to do.

3.2 Act within your competence

3.2.1 I will always:

- Understand what my professional roles and responsibilities are
- Undertake restricted activities/functions that I am registered to do

3.2.2 I will always act within my competence. If I am asked to act outside of my competence, I will:

- Immediately refuse instruction/work
- Report it to my employer

3.2.3 I will always:

- State restrictions that apply to my registration as an RBI.

3.3 Maintain Competence

3.3.1 I will always:

- Maintain my competence
- Engage in continuing professional development
- Maintain accurate records of the above

Standard 4 Respect

4.1 Sustainability and protection

4.1.1 I will always:

- Give precedence to public and worker safety

Unless:

- A greater public risk/consideration prevents me from doing so

4.1.2 I will always hold paramount:

- My own safety
- The safety of other people
- The reporting of hazards to appropriate bodies

4.1.3 I will always:

- Promote sustainability
- Adhere to environmental duties

4.2 Respect for others

4.2.1 I will always:

- Adhere to the Equality Act 2010
- Report any building control professionals who are in breach of it
- Promote values of equality, diversity and inclusion

Standard 5 Dispute Resolution

5.1 Deal properly with disputes

5.1.1 I will always:

- Adhere to the published complaints procedure under which I operate
- Report any complaints to the relevant Building Control Body (BCB)
- Support the resolution of disputes

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Standard 6 Cooperation

6.1 Co-operate with the Regulator and other statutory bodies

6.1.1 I will always:

- Work cooperatively with the BSR
- Work cooperatively with statutory regulators
- Provide information and returns for audits.

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Further information

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