

CODE OF ETHICS

▶▶▶ PURPOSE AND SCOPE

The Australasian Evaluation Society is a professional organisation of people involved in evaluation in Australia and New Zealand. This Code is a statement of the values and principles which members uphold in their work in evaluation and in their membership of the Society.

Through the Code, the Society aims to promote ethical evaluation practice, support member rights, and maintain the Society as the premier professional organisation within the field of evaluation in Australia and New Zealand. The Code covers:

▶ RESPONSIBILITIES TO FIELD OF EVALUATION AND TO THE PUBLIC

To promote evaluation as a valued and ethical activity, members need to demonstrate ethical standards in their conduct of evaluations. Members have a responsibility to all stakeholders involved in evaluation, as well as to the broader public interest.

▶ RESPONSIBILITIES TO THE SOCIETY AND TO FELLOW MEMBERS

Members of the Society have different interests in evaluation, work in a diversity of practices in governments, business, educational institutions and community organisations, and come from diverse backgrounds. All members should be able to enjoy the rights of membership, which include participation in the Society's affairs, access to information about members and the Society, professional interaction with fellow members, and use of the status of member in their professional activities. The exercise of these rights can be affected by the behaviour of other members. All members have a responsibility to avoid impairing other members' rights and to ensure that these rights can be fully and fairly enjoyed by all members.



▶▶▶ APPLICATION

The Society adopted the Code in December 2000. It requires members to uphold the Code as a condition of membership. Where individual members fail to uphold the Code, the Society may act to ensure that other members are not disadvantaged and that the Society does not suffer damage.

The Society will promote the use of the Code as part of best practice in evaluation, and will provide members with education and support for dealing appropriately with ethical issues that arise in the practice of evaluation. In the course of their professional evaluation activities, members are encouraged to advise colleagues, clients and employers of their commitment to the Code.

Any questions or comments about the Code should be directed to a member of the Society's Board or the Ethics Committee. Contact details are available on www.aes.asn.au or through the AES Secretariat, phone +61 2 6262 9093, aes@aes.asn.au.

▶▶▶ THE CODE

RESPONSIBILITIES TO THE FIELD OF EVALUATION AND TO THE PUBLIC

▶ Ethical conduct

1. When commissioning, conducting or reporting an evaluation, members should strive to uphold the ethical principles and associated procedures endorsed by the Society in the *Guidelines for the Ethical Conduct of Evaluations*.

▶ Public Interest

2. Members should consider the interests of the full range of stakeholders in their evaluation work, including the broader public interest, and in particular, the potential impacts of differences and inequalities in society.

▶ Quality work

3. Members should undertake their evaluation work in accordance with appropriate standards of evaluation practice and a commitment to continuous improvement.



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- ▶ **Competence**
 4. Members should remain current, competent and rigorous in their practice of evaluation, and fairly represent their competence and experience to others.
- ▶ **Courtesy**
 5. Members should conduct themselves with courtesy and consideration towards all with whom they come into contact during the course of their work.
- ▶ **Integrity**
 6. Members should practice with honesty and fairness.
- ▶ **Truthfulness**
 7. Members should not knowingly make or prepare or certify as true any oral or written statement which is false, incorrect, misleading or incomplete.
- ▶ **Reasonable criticism**
 8. Members should only use reasonable criticism and should not attempt to maliciously damage the professional reputation, practice or prospects of others in the field of evaluation.
- ▶ **Confidentiality**
 9. Members should ensure responsible use of information obtained in the course of their evaluation practice, and respect confidentiality undertakings.
- ▶ **Acknowledgement**
 10. Members should acknowledge the work of others by appropriate citations and references.
- ▶ **Introduction of work**
 11. Members should follow due process when soliciting or offering work, and should not improperly solicit or offer work either directly or through an agent nor improperly reward any person for the introduction of work.



RESPONSIBILITIES TO THE SOCIETY AND TO FELLOW MEMBERS

▶ The Society's reputation and objectives

12. Members should at all times act in ways that maintain, promote and enhance the aims, objectives and reputation of the Society.

▶ Use of the Society's name

13. In the course of their professional activities, members are entitled to state their membership of the Society, offices held, and awards received. Beyond this, any use of the name and logo of the Society, or claims of Society endorsement of activities and events, should only be made with the approval of the Board.

▶ Diversity of interests

14. Members have diverse backgrounds, and the range of their needs, interests and contributions should be respected.

▶ Privacy of members

15. Members should not disclose or allude to privileged information about other members without their express permission.

▶ Governance

16. Members should utilise the resources of the Society with due care, and office bearers in the Society should act in accordance with the policies and role statements determined by the Board.

▶ Conflict of interest

17. Members involved in making decisions for or providing advice to the Society should identify and declare any potential conflict of interest associated with such decisions or advice.

▶ Corporate social responsibility

18. In establishing the Society's policies, members and the Board should have due regard to the interests of equity and equality in relation to environmental, social and financial issues.



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