

Safetree Field Auditor Code of Conduct

Purpose

To communicate the integrity, objectivity, confidentiality, and competence expected of Safetree Auditors, as well as, to provide a means for the Auditors to pledge their commitment to these principles.

Integrity

The integrity of Safetree Auditors establishes trust and provides the basis for relying on their judgment. As a Safetree Auditor, I pledge to:

- 1. Perform my work with honesty, accuracy, fairness, and responsibility.**
- 2. Not engage in activities that might discredit the Safetree brand, Forest Industry Safety Council, or my organisation.**

Objectivity

Safetree Auditors must be objective in gathering, evaluating, and communicating information about the activities being examined. They must make a balanced and impartial assessment of all the relevant facts and not be unduly influenced by their interests, or those of others, in making judgments. As a Safetree Auditor, I pledge to:

- 3. Not join in any activity or relationship that may affect my unbiased assessment.**
- 4. Not accept anything that may impair, or appear to impair, my judgement.**
- 5. Disclose all the material facts to avoid any distortion of my audit report.**

Confidentiality

Safetree Auditors must respect the value and ownership of the information they receive and not disclose it without the appropriate authority (unless obligated for legal or professional reasons). As a Safetree Auditor, I pledge to:

- 6. Be prudent in the use and protection of the information acquired during my audit duties.**
- 7. Not use the information for personal gain or in any way to detriment the Safetree Contractor Certification scheme, Forest Industry Safety Council, or my organisation.**

Competence

Safetree Auditors must apply their knowledge, skills, and experience in the performance of their assessment duties. As a Safetree Auditor, I pledge to:

- 8. Engage only in audits where I possess the needed knowledge, skills, and experience.**
- 9. Perform audits in accordance with the procedures and practices of the Safetree Contractor Certification scheme.**
- 10. Continually improve my proficiency and the quality and value of my audit services.**
- 11. Assist other auditors under my supervision to develop their audit management skills.**
- 12. Report any complaints regarding my performance and address them to avoid recurrence.**

Conflict of Interest

There is potential for conflicts of interest for people undertaking the role of Safetree Approved Auditor on behalf of FISC. As a Safetree Approved Auditor I pledge I will not undertake an audit in the following circumstances:

- I have provided consultancy, systems development, training, advisory or self-assessment services (in relation to any aspect of the audit standards) for that contractor within the 12 months prior to the date of the audit; or intend to provide such services within 3 months after the end date of the audit**
- A colleague, or associate, of my business has provided any of the above services for a contractor within the 12 months prior to the date of the audit; or intend to provide such services within 3 months after the end date of the audit**

Where there is a perception of conflict of interest by the contractor, the auditor or another party, or I am unsure whether a situation could be considered an actual or potential conflict of interest, I will disclose the facts to FISC before I commit to undertake the audit. An assessment and decision will be made by the Certification Manager where precedent has been predetermined, or otherwise the Certification Panel.

Signed:

Date:

Print Name: