

# Safetree Worker Certification Assessor Code of Conduct

## **Purpose**

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

## **Integrity**

The integrity of Safetree Assessors establishes trust and provides the basis for relying on their judgment. As a Safetree Assessor, 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 Assessors 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 Assessor, 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 assessment result.**

## **Confidentiality**

Safetree Assessors 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 Assessor, I pledge to:

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

## **Competence**

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

- 8. Engage only in assessments where I possess the needed knowledge, skills, and experience.**
- 9. Perform assessments in accordance with the procedures and practices of the Safetree Worker Certification scheme.**
- 10. Continually improve my proficiency and the quality and value of my assessment services.**
- 11. Assist other Assessors under my supervision to develop their assessment 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 Certified Worker Assessor on behalf of FISC. As a Certified Worker Assessor I pledge I will not undertake an audit in the following circumstances:

- 13. I have provided consultancy, systems development, training, advisory, self-assessment services or audit for a third party (in any capacity) for that contractor within the 12 months prior to the date of the assessment; or intend to provide such services within 3 months after the end date of the assessment.**
- 14. 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 assessment; or intend to provide such services within 3 months after the end date of the assessment.**

Where there is a perception of conflict of interest by the contractor, the assessor 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:**