



# SIETAR-USA Living Code of Ethical Behavior

The standards of conduct set forth in this LIVING CODE provide guidelines for SIETAR-USA Members in ethical professional practice in intercultural education, training and research. Members recognize that creating ethical principles is an ongoing, fluid and dynamic process that requires self-reflection and questioning, both as individuals and within the organization. Members who designate themselves as Ethical Interculturalists will pledge to abide by this LIVING CODE of Ethical Behavior.

The purpose of this LIVING CODE is to help SIETAR-USA members and its Board of Directors to:

**Maintain and advance our individual and collaborative professionalism by adhering to high ethical standards in our practice.**

**Stimulate continued conversation about ethics amongst members and the Board to support and advance ethical practice.**

**Examine existing ethical principles carefully and commit to an ongoing process of questioning.**

**Provide intercultural services that reflect the LIVING CODE to individuals, groups and organizations.**

**Provide ethical direction, shared standards and expectations in our dealings with our colleagues and the public.**

**Offer principles to guide a system for inquiry with SIETAR-USA members when violations are in question for the purpose of professional development.**

## **My Commitments to Professional Development and Public Representation:**

1. I will serve and represent the intercultural profession with integrity, authenticity, competence, objectivity, and professionalism.
2. I will commit to advance my knowledge and skills in the field.
3. I will update my credentials and make them available.
4. I will seek to possess adequate self-knowledge about my own values, experiences, culture and social context for how they influence my actions, interpretations and choices about intercultural strategies and content.
5. I will respect and promote the United Nations Universal Declaration of Human Rights <http://www.un.org/en/documents/udhr/index.shtml> and adhere to the UN's Global Compact <http://www.unglobalcompact.org> in my work as an interculturalist.
6. I will share my expertise with colleagues to promote an inclusive and inviting environment.

## **My Commitments to Those Whom I Serve**

7. I will communicate to potential clients whether or not I possess

the requisite competence and will only assign staff or engage colleagues with the expertise needed.

8. Before accepting any engagement, I will ensure that I have worked to establish a mutual understanding of the objectives, scope, work plan, timeframe, benefits and fee arrangements.
9. I will make it clear where my responsibilities lie for each engagement.
10. I will respect and honor all personal information.
11. I will clearly attribute authors and creators of all original tools, concepts, designs and material that I use in my written and spoken work and will only use such resources with permission from the authors and creators.
12. I will avoid conflicts of interest or the appearance of such and will immediately disclose the circumstances that I believe may bias my judgment.
13. I will withdraw from a project when I believe that the organization with which I am engaged behaves in an unprofessional/unethical manner.
14. I will apply my knowledge and skills in ways that are appropriate for the nature of the intercultural situation.
15. I will put the needs of those whom I serve first and will do all I can to facilitate the intercultural process in a responsible way.
16. I will understand and maintain the nature of the professional relationship with those I serve.

## **My Commitments to Fiscal Integrity:**

17. I will adhere to a transparent structure of fees and expenses that is clearly communicated.
18. I will not accept commissions, remuneration, or other benefits from a third party without the prior knowledge and consent of the original contractual client with whom I work.

## **My Commitment to the Public:**

19. I will represent and promote to the public the intercultural field and what it stands for.
20. I will actively promote diversity, inclusion and cultural competence.
21. I will promote and advertise my services truthfully.
22. I will treat intercultural practitioners and firms in an honest and respectful manner.
23. I will report to appropriate authorities within or external to the organization that I work with any occurrences of malfeasance, dangerous behavior, or illegal activities.