



**RICS**

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**Regulation**

# RULES OF CONDUCT FOR MEMBERS

04 JUNE 2007

VERSION 4

WITH EFFECT FROM 01 JANUARY 2011



RULES



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## Foreword

The Rules of Conduct for Members apply to all members worldwide. They cover those matters for which individual members are responsible and accountable in their professional lives. The rules focus on our regulatory goals and adopt the five principles of better regulation:

- **Proportionality**
- **Accountability**
- **Consistency**
- **Targeting**
- **Transparency**

For members requiring further guidance, we have prepared a series of help sheets on different aspects of the rules. These can be found at [www.rics.org/regulation](http://www.rics.org/regulation).

These Rules provide a strong foundation for RICS and its members, helping to protect the public and uphold the reputation of the profession.

**Eve Salomon**  
Chair  
Regulatory Board

**James M Allan**  
Honorary Secretary



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These Rules of Conduct for Members of RICS are made by the Regulatory Board of the Royal Institution of Chartered Surveyors (RICS) under Article 18 of the Supplemental Charter 1973 and Bye-Law 5 of RICS Bye-Laws. Version 4 of these Rules shall apply from 01 January 2011.

## Scope

These Rules set out the standards of professional conduct and practice expected of Members of RICS. These Rules do not repeat obligations placed on Members by the general law, for example in the areas of discrimination and employment.

Not every shortcoming on the part of a Member, nor failure to comply with these Rules, will necessarily give rise to disciplinary proceedings. However, a failure to follow any guidance associated with the Rules is a factor that will be considered should it be necessary to examine the behaviour of a Member. In such circumstances a Member may be asked to justify the steps they took and this may be taken into account. A Member should be guided as much by the spirit of the Rules as by the express terms.

## Part I General

### Interpretation

1. In these Rules, unless the context otherwise requires, 'Member' means a Chartered Member, non-Chartered Member, Honorary Member or a member of the attached classes.

### Communication

2. RICS will communicate with Members by any of the following:
  - a. post
  - b. fax
  - c. e-mail
  - d. telephone
  - e. in person

## Part II Personal and Professional Standards

### Ethical behaviour

3. Members shall at all times act with integrity and avoid conflicts of interest and avoid any actions or situations that are inconsistent with their professional obligations.

### Competence

4. Members shall carry out their professional work with due skill, care and diligence and with proper regard for the technical standards expected of them.

### Service

5. Members shall carry out their professional work in a timely manner and with proper regard for standards of service and customer care expected of them.

### Continuing Professional Development (CPD)

6. Members shall plan, undertake, record and evaluate appropriate continuing professional development and, on request, provide RICS with evidence that they have done so.

### Solvency

7. Members shall ensure that their personal and professional finances are managed appropriately.

### Information to RICS

8. Members shall submit in a timely manner such information, and in such form, as the Regulatory Board may reasonably require.

### Co-operation

9. Members shall co-operate fully with RICS staff and any person appointed by the Regulatory Board.



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**Advancing standards in land, property and construction.**

RICS is **the world's leading qualification** when it comes to professional standards in land, property and construction.

In a world where more and more people, governments, banks and commercial organisations demand greater certainty of **professional standards and ethics**, attaining RICS status is the recognised **mark of property professionalism**.

Over **100 000 property professionals** working in the major established and emerging economies of the world have already recognised the importance of securing RICS status by becoming members.

RICS is an **independent** professional body originally established in the UK by Royal Charter. Since 1868, RICS has been committed to setting and upholding the **highest standards of excellence and integrity** – providing **impartial, authoritative advice** on key issues affecting businesses and society.

RICS is a **regulator** of both its individual members and firms enabling it to **maintain the highest standards** and providing the basis for **unparalleled client confidence** in the sector.

RICS has a worldwide network. For further information simply contact the relevant RICS office or our Contact Centre.

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