

**Alberta Public Housing Administrators' Association
Code of Ethics and Standards of Practice**

July 11, 1997

The public ownership of the housing programs administered by the Members of this Association demands the highest level of professionalism, honesty and integrity. The Association promotes the continued development and education of all administrators involved in public housing. To this end the Members of the Association subscribe to the articles presented below and agree to maintain and continually strive to improve their professional standards.

Article 1

A Member shall at all times exercise loyalty to the interests of the employer or firm with whom the Member is affiliated (hereinafter called "the employer")

Article 2

A Member shall be diligent in the management, maintenance, and protection of the property of the employer against all reasonably foreseeable contingencies, damages, and losses.

Article 3

A Member shall at all times exercise due diligence for the protection of the funds of the employer against all reasonably foreseeable contingencies and losses.

Article 4

A Member shall not accept directly or indirectly, any rebate fee commission, discount, or other benefit, monetary or otherwise, which could reasonably be seen as a conflict with the interests of the employer.

Article 5

A Member shall not exaggerate, misrepresent or conceal material facts concerning the employer's property or any related transaction.

Article 6

A Member shall at all times conduct business and personal activities with knowledge of and in compliance with all applicable laws and regulations and the code of ethics and standards set by this Association.

Article 7

A Member shall competently manage the employer's property with due regard for the rights, responsibilities and benefits of the tenant and others lawfully on the property.

Article 8

A Member shall not engage in any conduct which is in conscious disregard for the safety and health of those persons lawfully on the employer's property.

Article 9

A Member will at all times protect and promote the interests of the employer, but will be fair and honest with all other parties involved in any matter.

Article 10

A Member will neither advise nor render service in areas or matters which exceed the Member's competence. The Member will endeavor to direct parties to those from whom competent advice and service may be obtained.

Article 11

A Member who engages in another profession, business or occupation beyond the usual scope of services provided to the employer must not allow such outside interest to jeopardize the Member's professional integrity, independence or competence.

Article 12

A Member will not make, authorize, or otherwise encourage any unfounded oral or written statements that are derogatory to, or disparaging of, another Member's business practice. All dealings between Members will be conducted with integrity and good faith.

Article 13

A Member shall not engage in any activity which could be reasonably construed as contrary to the loyalty and diligence mentioned in the above articles.