

# THE CODE OF ETHICS AND CONDUCT FOR ASSOCIATIONS

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International Orthoptic Association  
2016]

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## CONTENTS

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Introduction .....	2
Human Rights and Dignity .....	2
Responsibility .....	2
Cooperation.....	3
Transparency and Accountability .....	3
Truthfulness and Legality .....	3
Integrity .....	4
Collaboration .....	4
Use of information.....	5
Conflicts of Interest.....	5
Professional responsibility .....	6

## INTRODUCTION

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The IOA Code of Ethics and Conduct for Associations is designed to be broadly applicable to the worldwide orthoptic community. The document may be used to supplement existing national codes or assist in establishing such codes where they do not already exist. It is not intended that this should replace any national code of conduct and orthoptists must primarily comply with the rules of the country in which they practice.

### *PURPOSE OF THE INTERNATIONAL ORTHOPTIC ASSOCIATION (IOA) CODE OF ETHICS AND CONDUCT FOR ASSOCIATIONS*

The IOA has an obligation to demonstrate actions that reflect values, ethical principles, and ethical guidelines. The International Orthoptic Association (IOA) Code of Ethics and Conduct sets forth these values and principles to guide orthoptic association's behaviour. (See also IOA Vision, Mission, and Values) The code is relevant to all IOA officers regardless of their professional functions, the settings in which they work, or the populations they serve. These purposes strengthen the IOA officer's efforts to improve overall quality of the work of the association. Additionally is sets forth a code which may be adopted by other orthoptic associations.

The code includes principles and guidelines that are both enforceable and aspirational. The extent to which each principle is enforceable is a matter of professional judgment to be exercised by those responsible for reviewing alleged violations of ethical principles.

This Code will be periodically reviewed and revised as warranted.

## HUMAN RIGHTS AND DIGNITY

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The IOA recognizes the United Nations Universal Declaration of Human Rights. The IOA will not violate any person's fundamental human rights, with which each person is endowed.

The IOA will be sensitive to the moral values, religion, customs, traditions, and culture of the communities it serves.

## RESPONSIBILITY

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The IOA will exhibit a responsible and caring attitude towards all of its activities.

The Association recognizes that its conduct and activities impact on the public's perception of the IOA and that it shares responsibility for the public's trust of its member associations.

The IOA money must not be misused for selfish purposes and all Association assets are to be treated with utmost seriousness.

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## COOPERATION

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IOA activities must be built on co-operation, high ethical standard and mutual respect at all levels

The IOA is willing to work beyond borders of politics, religion, culture, race and ethnicity, within the limits of the organizing documents and with organizations and individuals that share common values and objectives.

The IOA engages in political activities and advocacy in matters directly related to its purposes. It will not take a position on a political agenda of any particular national or international party, or of any nation(s), unless it relates to the IOA's purpose.

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## TRANSPARENCY AND ACCOUNTABILITY

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The IOA will be transparent in all of its dealings with the its members, government, the public, donors, partner organizations, beneficiaries, and other interested parties, except for personnel matters and proprietary Information.

The IOA basic financial information, governance structure, activities, and listing of officers and partnerships shall be open and accessible to member scrutiny and the IOA is to make effort to inform its members about its work and the origin and use of its resources.

The IOA shall be accountable for its actions and decisions, not only to its funding associations and the government, but also to the people it serves, its staff and members, partner organizations, and the public at large.

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## TRUTHFULNESS AND LEGALITY

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The IOA will meet all of the legal obligations in the countries in which it is organized or works. Such obligations may include laws of incorporation, fundraising legislation, equal employment opportunity principles, health and safety standards, privacy rules, trademark and copyright legislation, and so forth.

The IOA will provide accurate information, whether regarding itself and its projects, or regarding any individual, organization, project, or legislation it opposes or is discussing.

The IOA will fulfill its obligations under the laws of the nation in which it is organized or works, and must be strongly opposed to, and not be a willing partner to, corruption, bribery, and other financial improprieties or illegalities.

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## INTEGRITY

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The IOA is organized and operated as a not-for-profit organization. Any surplus that is generated through its operations is to be utilized solely to help the organization fulfill its mission and objectives. No part of the net earnings of the IOA is to be used to the benefit of the directors, officers, members or employees of the organization, or to any other private persons, except that the IOA may provide reasonable compensation for services provided to the organization.

The organization shall not act as an instrument of government foreign policy, but act independently of governments.

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## COLLABORATION

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The organization shall collaborate with other entities only if the relationship is consistent with the mission.

The IOA shall collaborate on the basis of equitable and genuine mutual benefit to each organization.

All collaboration shall allow for transparency and a two-way flow of information, ideas, and experiences.

The IOA shall express solidarity with campaigns and actions of who it collaborates with, and promote the effectiveness and success of other organization, when it does not compromise the integrity or values of the IOA.

Collaborations are to be adaptive to change. Changes in the relationship are to be developed through cooperation, and not forced by one or the other organization.

The Association will attempt to refrain from competing with organizations with overlapping missions, values, and target groups or duplicating services or disrupt each other projects.

The Association shall express solidarity with campaigns and actions of other Orthoptic Organization, and promote the effectiveness and success of other Associations, when it does not compromise the integrity or values of the IOA.

## USE OF INFORMATION

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The IOA considers and protects the rights of its members and partners, especially in the acquisition and dissemination of information while ensuring truthful communications and facilitating informed decision-making.

The IOA will take appropriate steps to ensure the accuracy and completeness of all communicated information provided to its members and our partners.

We will take appropriate steps to ensure the accuracy and completeness of all communicated information about IOA policies and procedures.

Protecting our members' and partners' data lies at the heart of everything we do and no information will be provided to any party or any colleague who does not have authorization and a business need to know.

We also take steps to prevent the accidental disclosure of third-party information.

## CONFLICTS OF INTEREST

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The IOA's Executive, its Council of Management and those IOA members who hold positions on IOA committee's must maintain a high level of trust with our members and partner organizations. We must protect the interests of our members as well as our professional integrity and should not engage in activities that create actual, apparent, or potential conflicts of interest

We will take steps, to the extent possible, to avoid conflict of interest.

The IOA will conduct all relationships in a manner assuring that management decisions are not compromised by a conflict of interest.

We will disclose any situation (direct, indirect, personal, financial interest, appointment or election) that might create or be perceived to create a potential conflict of interest.

We will neither accept nor offer personal gifts or benefits with the expectation or appearance of influencing an IOA decision.

We will refrain from promoting or endorsing commercial products or services by using our membership and credentials.

Conflict of interest exists when the member uses their position, authority or privileged information to:

1. Obtain or permit an improper benefit, directly or indirectly, or 2. Obtain or permit an improper benefit for a friend, relative or associate.

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## PROFESSIONAL RESPONSIBILITY

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The Association recognizes that its members are responsible for adding value to the IOA and contributing to the ethical success of this organization.

The Association encourages its members accept professional responsibility for our individual decisions and actions.

The Association councils its Members to advocate for the Association by engaging in activities that enhance its credibility and value.

The Association asks its Members to inform and educate current and future practitioners, the organizations they serve, and the general public about principles and practices that help the profession.

The Association asks its Members to advocate openly and within the established forums for debate in order to influence decision-making and results.