



Code of conduct for Members of the Chartered Institute of Export & International Trade

1. Professional integrity: Members are expected to maintain the highest standards of integrity, fairness, and openness in all professional activities, thereby safeguarding the reputation of the Chartered Institute and at all times ensuring that their conduct does not bring the profession into disrepute.
2. Competence and Continuous Professional Development (CPD): Members are required to possess and maintain a high level of expertise in exporting and international trade. They must continuously update their knowledge and skills through professional development, to stay informed about regulatory changes, industry best practices and emerging trends, in order to ensure compliant and effective trade.
3. Confidentiality: Members must respect the confidentiality of all client, employer, and professional information, disclosing such information only when legally required or with appropriate consent.
4. Adherence to laws and regulations: Members are obligated to follow all applicable laws, regulations and industry guidelines in their professional activities. They must stay informed about all legislative changes that affect their work including international trade agreements and those introduced by international multilateral organisations such as the WTO and WCO.
5. Conflict of interest: Members shall disclose any actual or potential conflicts of interest to the appropriate authority and shall take steps to mitigate or eliminate such conflicts. Members shall act impartially and avoid any situation that could compromise their professional judgment or objectivity.
6. Public interest and safety: Members are obligated to prioritise the public interest and ensure that their professional activities do not pose a risk to public safety or violate human rights. Members should advocate for ethical, inclusive and sustainable trade practices that contribute to the well-being of society and the environment.
7. Copyright compliance: Members must ensure that any content presented at our events, including presentations, documents,



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images, videos, or other materials, does not infringe upon the copyrights or intellectual property rights of The Chartered Institute and or others. You are responsible for ensuring that you have the necessary rights or permissions to use and distribute any copyrighted material. Any unauthorised use of third-party content may result in removal from the event and further action in accordance with our policies.

8. Professional accountability: Members are accountable for their actions and must take ownership of their work. They should address any mistakes or misconduct in a transparent, open and prompt manner.
9. Disciplinary action: Any breaches of this code of conduct will be subject to disciplinary measures by the Chartered Institute. The Chartered Institute may conduct periodic reviews to ensure compliance with this code. Depending on the severity of the breach, the Chartered Institute may take disciplinary action, including warning, suspension or termination of membership.

By adhering to this code of conduct, members will contribute to the highest standards of professionalism, trust and ethics in exporting and international trade.