



RéseauÉval Code of Ethics

For human resources professionals in the field of assessment

Developing a Culture of Assessment

Networking to Develop a Culture of Assessment

All members of RéseauÉval subscribe to the code of ethics, and being a member or certified member of RéseauÉval implies acceptance of the heresaid code of ethics.

1. Principles of Reference Regarding the Ethical Conduct of the *Human Resources professional in assessment*¹

1.1 Plurality

I undertake to give full and careful consideration to the different points of view expressed during assessment. Wherever possible, I will do my best to bring together the different parties concerned by the assignment.

Those participating professionally in the assessment undertake to inform other participants of any potential conflicts of interest.

1.2 Contracts

The contract will reflect common agreement on the issues, method, means, costs, possible remuneration, length of the contract, and define its limits of guarantee and assurance. The contract will agree the terms under which either party may terminate the contract. Conditions regarding the distribution of results will be established at the outset. The integrity of any results must be respected, regardless of the modalities or media employed.

1.3 Responsibility

Responsibility of each participant in the assignment will be established at the outset in such a way as to enable proper execution of all aspects of the assignment, including defining the mandate, developing the action plan, and communicating results. I am responsible for my work within my field of competency within the framework of my contract with the organization.

¹ The term " assessment" refers to the work that the HR professional in assessment performs in order to " [...] identify and communicate the meaning, and the essence of what we do, that which is important: the value. It is to make something understandable. (Vial M., 2012, p.405).

Vial, M. (2012). *Se repérer dans les modèles de l'évaluation, méthodes, dispositifs, outils*. Bruxelles : De Boeck.

Vial, M. (2012). *Understanding assessment models, methods, plans, and tools*. Bruxelles : De Boeck.

1.4 Competency

I will use specific skills to design and conduct the plan, collect data and interpret results. It is my responsibility to continue professional training to improve and further my competencies through my contact with other professionals. I am fully aware of the undertaking to practice coaching according to my training, experience and commitment to the profession.

1.5 Respect

I will respect the rights, integrity, beliefs, and the safety of all persons concerned. I will not use undue influence, nor name the source of information or opinions that I might be privy to without the person's (s') express consent. I will remain courteous with and respectful of my colleagues.

1.6 Independence, Impartiality, Integrity

I must not put myself in a position of submission to the sponsor. At the least, I have a duty to maintain my own free will in a relationship of mutual trust. I will exercise my activity with skill, conscientiousness, and independence; in doing so, I will not act against the interests of my partners and will respect confidentiality regarding the assignments undertaken and their outcome.

1.7 Professionalism

I undertake to respect client confidentiality. I will respect the profession, customs, culture and the constraints of the organization for which I am working. I will respect the laws and the rules in effect. I may refuse an assignment for reasons concerning the organization, the client or for my own reasons. In this case, I will recommend one of my colleagues.

2 Principles of Reference of a RéseauÉval Certified Human Resources professional in assessment

Skills

I will work within my range of competencies. This means I guarantee full understanding of the type of assignment I am undertaking. I will refer to the assessment model which I consider best suited to the assignment.

I will indicate that I am certified by RéseauÉval. Certification corresponds to a field of activity and is not a diploma. I shall not pretend otherwise.

Ethics

I undertake to respect and communicate the principles of reference regarding the ethical conduct of the coach in Part 1, above.

I accept to maintain, improve, and update my skills and to develop them in accordance with the assignments I undertake.

I accept to think about the meaning of my daily practice, and question myself constantly as to my motivations in the workplace. As a novice in the profession, I will take part in a professional practices workgroup, and as a junior coach I will undergo supervision. As a senior coach (in experience, not in age), I understand that I am expected to join the certification jury.

I accept that I will not make decisions alone following an ethical issue in which I have had no prior experience. I undertake to talk about it at RéseauÉval, where I will be able to think the matter through. My decision about the issue will be mine alone.

Confidentiality

By the nature of my functions, I am privy to confidential and sensitive information. I am thus subjected to the utmost confidentiality, both exterior to and within the workplace and above and beyond the framework of my assignments. Similarly, I will not communicate any information obtained within RéseauÉval.

Verification and Sanctions

I accept that RéseauÉval verifies my skills and references.

I accept that the verification process may cover the application of the statutes, code of ethics and rules of the association.

I accept that RéseauÉval verifies that the code is respected by its members. Should the code be breached, the President can recommend to the members of the Board that appropriate action be taken to remedy the situation. There may mean excluding the member or withdrawing previously accorded certification.