



CODE of ETHICS



The CITA Code of Ethics (CoE) sets out the organization's ethical guidelines and best practices to follow in terms of honesty, integrity, and professionalism in daily work. Considering independence, integrity, and lawfulness as the most valuable assets, and to ensure worldwide compliance, it is of particular importance that CITA members adhere to the same principles of this CoE all over the world.

The CoE applies to everyone that CITA employs, collaborates with, or has a business relationship with. This includes individual people such as members of the Bureau Permanent, group chairpersons and leaders, representatives, employees, interns, volunteers, but also business entities and external stakeholders. This document seeks to inspire CITA members and affiliates and help them maintain the highest ethical and professional standards.

www.citainsp.org



RESPECT FOR OTHERS

TREAT PEOPLE AS YOU WANT TO BE TREATED: It is mandatory to respect everyone we interact with. Be kind, polite and understanding. Respect others' personal space, opinions, and privacy. Any kind of violence and/or any kind of racism are strictly prohibited. Harass or victimize others is not allowed. We do not act in ways that exploits others, their hard work or their mistakes. We give everyone equal opportunities and we are objective when making decisions that may have an impact on others.

INTEGRITY & HONESTY

TELL THE TRUTH AND AVOID ANY WRONGDOING TO THE BEST OF YOUR ABILITY: Keeping in mind CITA organization's mission & vision, we all work together to achieve specific outcomes. Our behavior should contribute to CITA objectives, and we must be particularly cautious to express CITA's positions and views in the most unbiased manner. Being honest and transparent when we act in ways that impact other people is mandatory. Malicious, deceitful, or petty conduct are not tolerated.

TEAMWORK

COLLABORATE AND ASK FOR HELP: Working well with others is a virtue, rather than an obligation. We will certainly get to work autonomously and focus on your own projects and responsibilities. But we should also be ready to collaborate with others and help them. Being generous with our expertise and knowledge, and open to learning and evolving are part of our daily work. We all make mistakes or have to make tough decisions, and it is important that we take responsibility for them.

LAWFULNESS

KNOW AND FOLLOW THE LAW - ALWAYS: We are obliged to comply with all laws that apply to our organization - always. Compliance with the laws against fraud, bribery, corruption, and any kind of assault is a matter of course. We must not expose, disclose, or endanger information of employees, stakeholders, or CITA business. We all take responsibility for our actions. We are covered by our confidentiality and data protection policy.

SOCIAL RESPONSIBILITY

AIM TO PROMOTE A SOCIALLY AND ENVIRONMENTALLY SUSTAINABLE ENVIRONMENT: CITA endeavors to create sustainable and mutually beneficial relationships with stakeholders, which are respectful of economic, social, and environmental concerns. We consider and prepare for the environmental, economic, and social impacts of a project at both design and project management level. We maximize the use of available resources, and we search for and apply solutions that minimize environment costs. CITA is interested in achieving long-term results that ensure sustainable development.

DIVERSITY

WELCOME THAT INDIVIDUALS ARE DIFFERENT AND UNIQUE: CITA does not tolerate discrimination. CITA is committed to supporting and ensuring an inclusive working environment that embraces everything that makes us different and recognizes the benefits these differences bring. These differences can include gender, marital or family status, sexual orientation, gender identity, age, disability, ethnicity, nationality, religious beliefs, cultural background, socioeconomic background, perspectives, experiences, and other areas of potential difference.