



AUSTRALIAN CONTAMINATED LAND CONSULTANTS ASSOCIATION (WA) INC.

OUR CODE OF ETHICS AND PROFESSIONAL CONDUCT

1. PREAMBLE

The responsible management of contaminated land, conservation and management of resources and the improvement of the standards of living including public health are greatly affected by the work of our Members. For our work to be fully effective, it is necessary not only that our Members strive constantly to widen their knowledge and improve their skills, but also that the wider community recognise the integrity and trust the judgement of our Members. For this to happen, our Association must be recognised in the wider community for:

- our skills in using technical expertise in contaminated land management for the enhancement and protection of human and environmental health;
- our guidance and leadership in advocating for the protection of human and environmental health from the adverse effects of contamination;
- our loyalty to the community, to employees and clients;
- our honesty and impartiality in professional practice; and
- our adherence to the highest ethical and professional conduct.

The environmental practice of our Members is governed by national standards and measures, government policy and legislation. Compliance by our Members with these legal requirements represents the minimum standard of environmental practice. We expect our Members to undertake their environmental practice in a manner that goes above the legal requirements so that our Members are trusted by their clients and the community.

To this end, our Members must comply with this Code of Ethics and Professional Conduct (**Code**)

Members acting in accordance with this Code will have the support of the Association.

This Code applies to all Services carried out by Members of the Australian Contaminated Land Consultants' Association Incorporated. (**Association**).

Association.

2. DEFINITIONS

"ACLCA" and "Association" means the Australian Contaminated Land Consultants' Association Incorporated.

"Member" means a consultancy firm that has been accepted as a member of the Association.

"Services" means "contaminated land consulting services" and include the assessment and remediation of soil and/or groundwater contamination and hydrogeological studies undertaken in areas where groundwater contamination is an actual or potential issue of concern.

"Site" means any location where a Member proposes to or has actually carried out contaminated land consultancy services.

3. ENVIRONMENTAL PRINCIPLES

In providing the Services, ACLCA expects that its Members will:

- advocate the protection of the environmental and the prevention and mitigation of environmental harm;
- advocate the protection and preservation of public and human health, including the safety and welfare of communities and future generations from the adverse effects of site contamination; and
- advocate and undertake the Services in accordance with principles of environmental stewardship, resilience and sustainability.

4. PROFESSIONAL COMPETENCY

In respect to acceptable levels of professional and technical competency, ACLCA expects that its Members shall:

- ensure that staff provide Services consistent with current good practice and at a standard so as to achieve the appropriate environmental and human health outcomes;
- assess and ensure that any staff who perform Services meet ACLCA's hold recognised and relevant engineering scientific or technical qualifications and/or appropriate experience for the duties they perform or have received appropriate in-house training to enable them to perform these duties;
- assess and ensure that any staff who perform Services meet ACLCA's list of professional and technical competencies (a list is available from ACLCA Executive Officer)
- ensure that the staff to be employed as part of the project team possess relevant levels of competency, appropriate to their statement of duties and perform Services that are within their field of expertise and engineering, scientific or technical qualifications;
- engage additional expertise if the Member identifies that its staff do not possess the relevant expertise for the Services;
- collaborate with other Members of ACLCA, respect the contribution and approach of other Members and acknowledge if data and information is sourced from others; and
- pursue the continued professional development and training of staff, in particular, of juniors and subordinates, so as to develop and maintain the required competencies for the Services. Such training should include, but is not limited to, training in the relevant techniques used for the collection of samples or monitoring.

5. PRACTICE WITH INTEGRITY

ACLCA expects that the staff of all its Members will practice with integrity and honesty, including:

- conducting the Services diligently and objectively;
- ensuring that all communications, including reports and assessments, are truthful and free of misleading, deceptive or untrue statements;
- not knowingly omit from any finalised report any information that would materially alter the conclusions that could be drawn from the report;
- not endorsing information supplied by their client or any other organisation without taking reasonable steps to determine the validity of the information or where this is not possible, note that such independent verification has not been possible; and
- inform the client in writing if any Member becomes aware of an issue that results in a significant risk of harm that has not been reported.

6. PRACTICE WITH INDEPENDENCE

Avoiding and managing conflicts of interest is essential to ensure that clients and the community continue to trust in the Members of ACLCA. To this end, ACLCA expects that its Members will:

- avoid or otherwise manage conflicts of interest or undue influences in making professional judgements in the performance of the Services; and
- if a conflict or perceived conflict arises, clearly disclose the conflict to the relevant parties and must work diligently to resolve the conflict.

7. MANAGEMENT OF CONTAMINATED LAND PROJECTS

The responsible management of contaminated land projects by our Members will be demonstrated by the implementation by our Members of a number of essential procedures that are outlined below. As for all environmental projects, the actual scale and extent of these procedures will be based on the nature and agreed scope of the works that are to be performed.

- Prior to commencing any work on a site where it could reasonably be expected that a concern for the environment might arise, Members shall ensure that appropriate management plans have been prepared, including but not limited to:
 - Health, Environment and Safety Plan (HESP) or Job Hazard Analysis (JHA) to ensure work is undertaken in a manner that ensures safety to human health and the environment
 - Sampling and Analysis Quality Plan (SAQP) to ensure sampling is undertaken in a manner that does not increase the risk of contaminant migration within the environment
 - Site Management Plan to communicate risks of contamination to onsite workers and stakeholders
 - Community Consultation plan to advise stakeholders of site activities and potential risks

8. ANNUAL REPORTING TO ACLCA

As part of the annual membership renewal process, each Member will submit a statement to the effect that it continues to follow this Code.

9. CONFIDENTIALITY

All information disclosed to Members in the course of the Services will be treated by the Members as confidential and will not be disclosed to any third party without authority (subject to any legal requirements to disclose).

10. ACCEPTANCE OF THIS CODE OF PRACTICE

Members are required to have this Code signed and dated by a company representative and witnessed as appropriate, with the original to be returned to the ACLCA WA Executive Officer.

MEMBER

WITNESS

Signed and
Dated

Signed and
Dated

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PRINT NAME
and TITLE

PRINT Witness
NAME

.....

.....

for

PRINT Company
Name

Company ACN
No.

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Endorsement for New Members:

(A Member Company must sign)

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Please PRINT NAME and TITLE

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Please PRINT Company Name and DATE