

Australian Association Of Consulting Archaeologists Inc

Code of Ethics

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1. FOREWORD

1.1 Members agree that as archaeologists we have certain responsibilities to the public, our employers and clients and our colleagues, and undertake to abide by the Code of Ethics as set out below to the best of our ability.

2. DUTY TO THE PUBLIC

2.1 A member should take a responsible attitude to the archaeological resource base and to the best of her/his understanding ensure that this, as well as information derived from it, are used wisely and in the best interest of the public.

2.2 A member shall not recommend or take part in any research for which she/he is not qualified.

2.3 A member shall not recommend or take part in any research which she/he has good reason to believe may be sub-standard.

2.4 A member shall ensure that all relevant data pertaining to the resource base should be deposited with an appropriate government authority or archive.

3. DUTY TO CERTAIN GROUPS

3.1 A member shall be sensitive to, and respect the legitimate concerns of groups whose cultural background is the subject of investigations.

4. DUTY TO INFORMANTS

4.1 A member shall offer appropriate remuneration for time, expertise, personal cost and inconvenience incurred in the giving of information, sought by a member of the association.

5. DUTY TO THE PROFESSION

5.1 A member shall keep informed about developments in her/his field of expertise and be willing to share such knowledge to improve the general standard of archaeological work.

5.2 A member shall avoid discrediting the profession by knowingly undertaking work beyond her/his competence.

5.3 A member shall respect the professional interests of colleagues as far as is ethical in terms of the interests of the public and the discipline.

5.4 Where a member has been asked for a second opinion, she/he shall advise the first archaeologist that she/he has been so requested.

5.5 A member shall not refuse a reasonable request from a qualified colleague for research data and shall endeavour to pass on relevant information to interested colleagues and appropriate official bodies.

5.6 The consultant should not knowingly compete with another for employment to the detriment of professional standards.

5.7 A member must state clearly the evidence on which the report is based, to what extent it is a matter of personal observation and the qualifications and experience of any co-workers quoted.

5.8 A member shall plan and complete any work as carefully and competently as possible under the circumstances and remembering that the information gained matters in terms of the discipline of archaeology as well as the problems of the employer or client.

6. DUTY TO EMPLOYER OR CLIENT

6.1 A member shall report on work accurately, promptly and in the manner that best serves the public, the employer or client.

7. MATTERS OF FACT

7.1 The consultant's findings, recommendations, etc., shall be based upon professional knowledge and opinion and should avoid exaggerated and ill-founded statements.

8. MATTERS OF OPINION

8.1 A member shall not knowingly misrepresent the needs, problems or possible consequences of a project.

8.2 A member shall not attempt to discredit the competence or integrity of a colleague unless she/he considers it is professional or public duty to do so.

9. LIMITATION

9.1 A member shall advise the employer or client to engage other expert consultants for aspects of a project beyond her/his own competence. No concealed fee shall be accepted for such referrals.

10. TRAINING OF POTENTIAL ARCHAEOLOGISTS

10.1 A member shall give less qualified co-workers on a project every reasonable opportunity to gain skills and experience and shall negotiate adequate and appropriate remuneration for such work with regard to the skills of the co-worker and requirements of the job.

11. CREDIT TO COLLEAGUES

11.1 A member shall give due credit for work done by others (including subordinates) as consultants and/or researchers, and acknowledge ideas and methods originating from other persons unless such contributions have become generally known.

12. ACCEPTANCE OF FAVOURS

12.1 A member shall avoid placing her/himself under any obligation to any person or organisation if doing so could affect her/his impartiality in professional matters.

13. CONFIDENTIAL INFORMATION

13.1 A member shall not use confidential non-archaeological information acquired during work for an employer or client without due permission from that employer or client.

13.2 A member shall respect such information and ensure that co-workers do the same.

13.3 A member shall not disclose such information unless the law so requires.

14. CONSULTING PRACTICE

14.1 A member shall not be described as or claim to be an archaeological consultant unless she/he can act as an independent and unbiased adviser and has suitable qualifications and experience.

15. LEGAL REQUIREMENTS

15.1 A member shall take care to know of and comply with all relevant legal requirements.

15.2 A member shall refuse any request from an employer, client or any other persons, where that request involves illegal or unethical behaviour, such as suppression or misrepresentation of information.

15.3 A member shall not engage in any illegal or unethical conduct involving archaeological matters.

16. PREFERENCE OF EMPLOYMENT

16.1 On any job where a qualified archaeological assistant is necessary or required, a qualified archaeologist who is a member of this Association should be given preference of employment.

17. DUTY TO EMPLOYEES

17.1 The recommended fee scales of employees shall be regarded as a minimum and shall not be undercut.