



Architects Act General Regulation
Alberta Regulation 200/2009
With amendments up to and including Alberta Regulation 219/2010
Schedule

Code of Ethics

Integrity

- 1 An authorized entity must discharge, with honesty, courtesy and good faith, the duty that it owes to its client, to the public and to the profession.

Responsibility

- 2 An authorized entity must assist in maintaining the integrity of the profession.

Competence and quality of service

- 3 An authorized entity must
 - (a) act in the best interest of its client,
 - (b) provide professional services with integrity, objectivity and independence,
 - (c) serve its clients in a conscientious and efficient manner, and
 - (d) provide a quality of service at least equal to which would generally be expected from a competent authorized entity in a similar situation.

Advising clients

- 4 An authorized entity must be candid and honest when advising its clients.

Avoiding questionable conduct

- 5 An authorized entity must observe the spirit as well as the letter of the rules set out in this Code.

Confidentiality

- 6(1) An authorized entity must hold in strict confidence all information respecting the business and affairs of a client.
- 6(2) An authorized entity shall not disclose any information respecting the business and affairs of a client unless the authorized entity is
 - (a) expressly or impliedly authorized to do so by the client, or
 - (b) required to disclose the information by an enactment or an order of a court.

Fees

7(1) The fee charges by an authorized entity should be disclosed to the authorized entity's client and must be fair and reasonable taking into consideration such of the following factors as are relevant:

- (a) the time and effort required to be spent on the project;
- (b) the complexity of the project;
- (c) whether special skill or service is required and provided;
- (d) the customary charges of other authorized entities of equal standing in the locality in like matters and circumstances;
- (e) the cost of the work involved in the construction of the project;
- (f) such other special circumstances, including loss of other employment, uncertainty of reward and urgency, as may apply with respect to a particular project.

(2) A fee will be fair and reasonable if it is one which can be justified in light of all pertinent circumstances, including the factors mentioned in subsection (1).

Withdrawal of services

8 An authorized entity shall not withdraw professional services except for good cause and with notice that is appropriate in the circumstances.

Impartiality and conflict of interest

9(1) An authorized entity must act impartially and should not favour the authorized entity's own interests over the legitimate interests of the client or the public.

(2) An authorized entity shall not act or continue to act for a client if a conflict of interest arises or is likely to arise unless the authorized entity explicitly explains the conflict to the client and the client, with full knowledge of the conflict, requests that the authorized entity continue to act.

(3) An authorized entity must, if a conflict of interest arises, immediately disclose it personally to the client.

(4) For the purposes of this rule, "conflict of interest" means a situation

- (a) that would be likely to adversely affect the judgment of the authorized entity on behalf of, or its loyalty to, a client or prospective client, or
- (b) that might prompt an authorized entity to prefer the authorized entity's own interests over the interests of a client or prospective client.

Guarantee of estimates

- 10** An authorized entity shall not guarantee an estimate of the cost of construction, furnishings, fixtures and equipment, whether prepared by the authorized entity or not.

Knowledge and skills

- 11** An authorized entity must maintain currency in the knowledge and skills necessary to provide professional services.

Prohibition on practice

- 12(1)** An authorized entity shall not make any arrangement or agreement whereby a person who is not entitled to engage in the practice of architecture or the practice of interior design may
- (a) directly or indirectly engage in the practice of architecture or the practice of interior design, or
 - (b) represent or hold out, expressly or by implication, that the person is entitled to engage in the practice of architecture or the practice of interior design.
- (2)** An authorized entity must bring to the attention of the Council any individual or corporation involved in the unlawful practice of architecture or the unlawful practice of interior design.

Outside interests

- 13** An authorized entity that engages in another profession, business or occupation concurrently with the practice of architecture or the practice of interior design shall not allow that other profession, business or occupation to jeopardize that authorized entity's professional integrity, independence or competence in the practice of architecture or the practice of interior design.

Advertising

- 14(1)** An authorized entity may promote or advertise the authorized entity's abilities if the advertising does not impair the dignity of the profession and fees are neither quoted nor implied.
- (2)** An authorized entity must ensure that the advertising serves the public interest by reporting accurate and factual information which neither exaggerates nor misleads.