



## AUSTRALIAN DRIVER TRAINERS ASSOCIATION OF WA (Inc.)

### CODE OF ETHICS

The code has been developed as an expression of standard of conduct to provide practical assistance for driving instructors in the performance of their duties, and, as a guide to solving ethical issues. The code demonstrates the high standards expected of Professional Driving Instructors, which ensures protection to all who use their services. The code is based on all instructors adopting a common set of moral values.

#### AIMS AND OBJECTIVES

To document the ethics and standards to be complied with by Members, Associate Members, Honorary Members, and Life Members of the Association in the control of their business and in their dealings with others.

To promote within the driver training industry, principles and practices which the public expect from members of a professionally operated service.

#### CODE OF ETHICS

##### **As a member of the Association:**

1. I will abide by the Code of Ethics entirely.
2. I will do all in my power to ensure compliance with the Code by all persons in my employ or who represent me.
3. I recognize that fair and genuine competition between members is fundamental to the service to which the public is entitled.
4. I will be aware that all members are individually responsible for their own acts and omissions and will be held account for them.
5. I understand my responsibilities to ensure fairness and equality in decision-making and subsequent administration.
6. I must not solicit any gift or benefit other than normal payment in respect of services performed or to be performed. In the event of any offer being made directly or indirectly, I am to report it at first opportunity to the appropriate authority.
7. I will act at all times in a manner which does not conflict with the best interests of the public and conduct my business and carry out my duties in accordance with strict professionalism, courtesy and integrity.
8. I will be well informed and up to date regarding laws applicable to my business and duties, other essential facts and public policies which affect my business and duties, and duly comply with all their requirements.
9. I will teach my students not only the arts and skills of driving a motor vehicle; but also install in them a sense of responsibility, as a licence holder, in relation to road law; attempt to form driver's attitude to demonstrate regard for other road users and ensure maximum safety for all concerned.
10. I will in my own professional driving, drive in such a manner as to set a good example to my students and all other road users.
11. I will use the recognised administration channels available to report any information regarding corrupt conduct, unauthorized use of official resources, or passage of restricted official information to those not entitled to receive such.
12. I will use the recognised administration channels in all dealings with the Association.
13. I will do all in my power to maintain and strengthen the reputation of the Association and all it's members.
14. I am aware that any proven instance of corrupt conduct will be reported to the police and that the laying of criminal charges will be likely.
15. I will in all aspects of my business follow the principle of Care, Courtesy and Consideration for others.