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## **SQF Consultant Code of Conduct**

All registered SQF Consultants have an obligation to maintain the integrity of the SQF Program by observing the following Code of Conduct. Failure to do so may result in withdrawal of their registration:

### **1. Fundamental Principles**

The SQF Consultant will:

- 1.1 Act professionally, accurately, honestly and impartially and in an unbiased manner.
- 1.2 Not to act in any way that would prejudice the reputation of the SQF Program and to co-operate fully with an inquiry in the event of any alleged breach of the SQF Program.

### **2. Relations with the Public**

The SQF Consultant will:

- 2.1 Use their best endeavors to promote the worth of the SQF Program.
- 2.2 Act with professionalism and integrity when promoting their services.
- 2.3 Make it clear when dealing with the public, the capacity in which they are acting and on whose behalf (if any) they are acting.

### **3. Relations with their Employer Colleagues/Clients**

The SQF Consultant will:

- 3.1 Act in professional matters as a faithful operator to each employee/client.
- 3.2 Inform employees and clients of any business connections, interest or affiliations, which might influence judgment or impair the equitable character of its services.
- 3.3 Indicate to their employer or clients the adverse consequences to be expected if their professional judgment is overruled.
- 3.4 Not disclose information concerning the business affairs or technical process of any present or former client without the client's consent.
- 3.5 Not accept compensation from more than one party for the same service without the consent of all parties.

### **4. Relations with Peers**

The SQF Consultant will assist those under their supervision to develop their professional skills.

*SQF Consultant Application Form*

**SQF Institute**

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**I agree to abide by the conditions outlined in this Code of Conduct for the duration of my registration as SQF Consultant.**

Signed: .....

Printed Name: ..... Date: ...../...../.....