

APPROVED by
Resolution No. 7-2 of 08.10.2020
of the Board of Public Union
“Interstate Consultants Engineers
Guild”

With amendments approved by
Resolution No. 6-2 of 15.04.2025
of the Board of Public Union
“Interstate Consultants Engineers
Guild”

REGULATION

on the Commission for Professional Ethics of Consulting Engineers

1. The Regulation on the Commission for Professional Ethics of Consulting Engineers (hereinafter – Regulation) has been elaborated on the basis of the Charter of the Public Union “Interstate Consultants Engineers Guild” (hereinafter – ICEG).

2. The Regulation defines the authorities and procedure of formation and operation of the Commission for Professional Ethics of Consulting Engineers (hereinafter – Commission).

3. The Commission is a panel of ICEG that performs the function of oversight of compliance with the **Code of Ethics of the Interstate Consultants Engineers Guild** which was approved by the Resolution of the ICEG Board (Minutes No. 3 of 15.07.2016) and must be followed by specialists that provide engineering consultancy independently or as subconsultants and are ICEG members or employees of organizations affiliated to ICEG.

4. The Commission is controlled by the ICEG Board and reports to the ICEG President.

5. The Commission’s authorities include:

- auditing the activities of the consulting engineers that provide engineering consultancy independently or as subconsultants and are ICEG members or employees of organizations affiliated to ICEG;

- checking how the consulting engineers abide by the provisions of the Consulting Engineer’s Code of Ethics;

- participating in the inspecting supervision of consulting engineers;

- preparing a conclusion (report) after the inspection and making

proposals to cancel the certificate and qualification document in case negative conclusions are made;

- initiating an unannounced inspecting supervision of consulting engineers' professional activities before the Agency of Construction Industry Personnel Certification;

- reporting to the ICEG President about the inspection's results;

- informing the ICEG President and Board that a misconduct is revealed or rights, lawful interests, reputation, prestige, or authority of ICEG and/or its members are in jeopardy;

- checking and controlling that consulting engineers timely provide information to ICEG about changing their place of employment, address and execution of their professional duties according to the Code of Ethics;

- making proposals to be reviewed by the ICEG Board about the issues related to the audit of operations, achieving the goal and delivering the tasks of ICEG;

- informing prospective clients about the validity or invalidity of certificates of the consulting engineers that provide engineering consultancy independently or as subconsultants and are ICEG members or employees of organizations affiliated to ICEG;

- contributing to preparation of the Standard of Professional Activities of Consulting Engineers, overseeing the compliance with its provisions, and initiating its alteration in case the applicable legislation is changed;

- contributing to preparation and verification of the Standard of Ukrainian Organization, certification provisions, and execution of professional duties of consulting engineers;

- auditing the timely payment of ICEG membership fees;

- initiating amendments to this Regulation aimed at enhancing the efficiency of the Commission's activities;

- overseeing the activities of persons authorized by ICEG and responsible for implementing the Memoranda of Understanding signed with other organizations.

6. At request of the Commission's members, corporate bodies and members of ICEG must provide the information necessary for them to exercise their powers.

7. The Commission is formed by a decision of the ICEG Board which defines the number of its members and approves or withdraws the Chairperson and

members of the Commission.

8. Organizational forms of the Commission's work are scheduled and unscheduled audit of the consulting engineers' activities and meetings to solve the issued linked to carrying out inspections, analyzing the information obtained, and arranging the work of the Commission.

9. The Commission carries out scheduled inspections to summarize the activities of consulting engineers for a reporting period but at least once a year.

10. The Commission carries out unscheduled inspections on its own initiative, at the President's request, or by decision of the ICEG Board.

11. Members of the Commission are obliged to participate personally in the Commission's meetings and inspections and cannot assign their powers to other members of the Commission or third parties

12. The Commission is eligible to make decisions if its meeting is attended by 2/3 of members. Meetings can be held either attended by the members in person or via the internet connection using audio-visual computer programs for online conferences and mandatory use of the attendees' video.

13. Decisions at the Commission's meeting are taken by open vote and simple majority of votes of the Commission's members present at the meeting. When voting at the meeting, the Commission's chair and members have one vote. In the event of a split vote, the chair of the Commission gives the casting vote.

14. The Commission's members that disagree to the decision made have the right to express their special opinion that is entered in the minutes and made known to the President and Board of ICEG.

15. Minutes of the Commission's meetings are signed by all members of the Commission that attended the meeting. The minutes can be executed using electronic means, scanned copies of the minutes are deemed valid.

16. Minutes of the Commission's meetings are handed over to the ICEG's archives and kept for the entire term of ICEG's activities. Minutes or certified extracts therefrom can be given for review to ICEG members and officers of the ICEG corporate bodies following the ICEG's procedure of handling the company documents.

17. Members of the Commission exercise their powers on a pro bono basis unless the ICEG Board decides otherwise.