

# Code of ethics

## Purpose and scope

The Australasian Evaluation Society (AES) is an organisation of people involved in evaluation within Australasia.

The AES aims to improve the theory, practice and use of evaluation through:

- establishing and promoting ethics and standards in evaluation practice
- providing education and training in matters related to evaluation
- providing a forum for the discussion of ideas through AES publications, seminars and conferences, and by linking members who have similar evaluation interests
- recognising outstanding contributions to the theory and/or practice of evaluation, and
- acting as an advocate for evaluation in Australasia.

Members of the AES have different interests in evaluation, work in a diversity of practices in governments, business, educational institutions and community organisations, and come from diverse backgrounds. Notwithstanding this diversity, the AES expects all members to uphold core values and principles in their evaluation work, and in their membership of the AES.

Through this Code, the AES aims to promote ethical evaluation practice, support member rights, and maintain the AES as a trusted organisation within the field of evaluation in Australasia. It requires members to uphold the Code as a condition of membership. Where individual members fail to uphold the Code, the AES may act to ensure that other members are not disadvantaged and that the AES does not suffer damage.

The AES will promote the use of the Code as part of best practice in evaluation, and will provide members with education and support for dealing appropriately with ethical issues that arise in the practice of evaluation. In the course of their professional evaluation activities, members are encouraged to advise colleagues, clients and employers of their commitment to the Code. Aspects of the Code are more fully detailed in the Guidelines for the Ethical Conduct of Evaluations.

# RESPONSIBILITIES TO THE FIELD OF EVALUATION AND TO THE PUBLIC

*To promote evaluation as a valued and ethical activity, members need to demonstrate ethical standards in their conduct of evaluations. Members have a responsibility to all stakeholders (including participants/target audiences) involved in evaluation, as well as to the broader public interest.*

## **Ethical conduct**

1. When commissioning, conducting or reporting an evaluation, members should strive to uphold the ethical principles and associated procedures endorsed by the AES in the Guidelines for the Ethical Conduct of Evaluations. *(Refer to all Guidelines.)*

## **Public interest**

2. Members should consider the interests of the full range of stakeholders in their evaluation work, including the broader public interest, and in particular, the potential impacts of differences and inequalities in society. *(Refer to Guidelines 1, 4 and 10.)*

## **Competence**

3. Members should remain competent and rigorous in their practice of evaluation, fairly representing their competence and experience to others, and striving to keep abreast of current and emerging practices. *(Refer to Guideline 6.)*

## **Quality work**

4. Members should undertake their evaluation work in accordance with the highest standards of evaluation practice.

## **Confidentiality**

5. Members should ensure responsible use of information obtained in the course of their evaluation practice and respect confidentiality undertakings. *(Refer to Guidelines 5, 9 and 15.)*

## **Respect**

6. Members should conduct themselves with courtesy, honesty and consideration towards all with whom they come into contact during the course of their work. *(Refer to Guidelines 8 and 10–19.)*

## **Integrity and truthfulness**

7. Members should practice with honesty, sensitivity and fairness. Members should not knowingly make or prepare or certify as true any oral or written statement which is false, incorrect, misleading or incomplete. *(Refer to all Guidelines.)*

## **Accountability**

8. Evaluators should be accountable for their performance and their product. *(Refer to Guideline 19.)*

## **Acknowledgement**

9. Members should acknowledge the work of others by appropriate citations and references.

## RESPONSIBILITIES TO THE AES AND TO FELLOW MEMBERS

### **The reputation and objectives of the AES**

10. Members should at all times act in ways that maintain, promote and enhance the aims, objectives and reputation of the AES.

### **Introduction of work**

11. Members should follow due process when soliciting or offering work, and should not improperly solicit or offer work either directly or through an agent, nor improperly reward any person for the introduction of work.

### **Reasonable criticism**

12. Members should only use reasonable criticism and should not damage the professional reputation, practice or prospects of others in the field of evaluation.

### **Use of the name of the AES**

13. In the course of their professional activities, members are entitled to state their membership of the AES, offices held, and awards received. Beyond this, any use of the name and logo of the AES, or claims of AES endorsement of activities and events, should only be made with the approval of the Board.

### **Diversity of interests**

14. Members have diverse backgrounds, and the range of their needs, interests and contributions should be respected in terms of their perspectives. *(Refer to Guideline 6.)*

### **Privacy of members**

15. Members should not disclose or allude to privileged information about other members without their express permission.

### **Governance**

16. Members should utilise the resources of the AES with due care, and the Executive Officer should act in accordance with the policies and role statements determined by the Board.

### **Conflict of interest**

17. Members involved in making decisions for or providing advice to the AES should identify and declare any potential conflict of interest associated with such decisions or advice.

### **Corporate social responsibility**

18. In establishing the AES policies, members and the Board should have due regard to the interests of equity and equality in relation to environmental, social and financial issues.

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Any questions or comments about the Code should be directed to the AES Executive Officer.

Contact details are available at [www.aes.asn.au](http://www.aes.asn.au).