



Federation of Buying Agents

We are Better Together

FBA Code of Conduct

This document sets out the professional standards required as a condition of Membership; it applies to all members, irrespective of their Seniority OR the Role they fulfill,

Members are expected to exercise their own judgment (which should be made in such a way as to be reasonably justified) to meet the requirements of the code and seek advice from the Ideation Desk if in doubt.

The Code:

- Members will act with integrity and respect in professional relationships with all Members of FBA and with Members of other professions.
- Members are expected to perform activities within their Professional Competence and Integrity.
- Members should only undertake to do work or provide a service that is within your professional competence and not claim any level of competence that you do not possess.
- Members are expected to respect and value alternative viewpoints and, seek, accept and offer honest criticisms of work.
- Members should not divulge in injuring others, their reputation, or employment by false or malicious or negligent action or inaction.
- Members will reject and not make any offer of bribery or indulge in any unethical inducement.
- Members should seek to improve professional standards through participation in their development, use and enforcement.
- Members shall accept it as their personal duty to uphold the reputation of the profession and not take any action which could bring the profession into disrepute.
- Members shall uphold the reputation and good standing of FBA, Federation of Buying Agents.

If a member or an individual should know of, or, become aware of, any breach of this Code of Conduct by another member they are under an obligation to notify the FBA Governing Body.

Any breach of the Code of Conduct brought to the attention of FBA- Governing Body, will be considered under the laid out Disciplinary procedures.

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Disciplinary Procedure

1. If, a Member is found breaking the FBA laid rules/ Code of Conduct, He/ She will be dealt with the following manner
2. A fair warning will be issued by the Admin/ Gen Scrtry – Twice In cycle of events
3. If the twice issued warning do not bear positive results and the Member continues to break the rules he/ she will be suspended from the membership for 15 days; during this period his right to participation in any of the FBA activities will remain suspended
4. All suspensions need to be tabled in the next GB Meeting as part of Code of Conduct Process.
5. Reinstatement will be subject to Member Remedial Response and paying of the Penalty fee (Min of 500/-inr) as fixed by the ideation team.
6. If a remedial response is not recvd from the Member his name will be struck-off the records permanently. All his payments and rights to FBA privileges will be forfeited by the Association
7. He/ She can reapply for membership only after a time-gap of 30 days.

Ideation Desk
Dec 2018

~~ The End ~~~