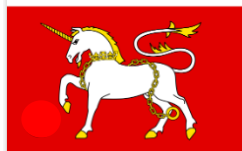
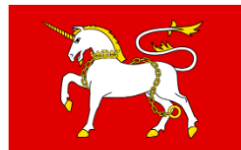
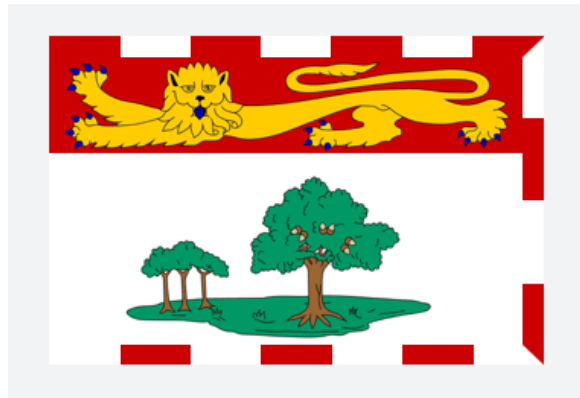


Council of Professional Investigators – Atlantic Canada

Code of Ethics



I. Interpretation and Definition

The Council of Professional Investigators - Atlantic Canada (CPI-AC) is the recognized industry association of private investigators and private investigation companies in Atlantic Canada.

- No part of this document shall supersede the New Brunswick Private Investigators and Security Services Act, the Nova Scotia Private Investigators and Private Guards Act, the Prince Edward Island Private Investigators and Security Guards Act, or the Newfoundland Private Investigation and Security Services Act.
 - as amended, or their regulations.
 - For the purposes of this document, a “Member” is:
 - A. A licenced private investigator, in one of the Atlantic provinces
 - B. An organization licenced to engage in the business of providing private investigators, in one of the Atlantic provinces.
 - C. An approved Associate member
 - D. An approved student

II. Objectives of the Code of Ethics

The objectives of the Code of Ethics are:

- To ensure a high standard of investigative services are provided to the public by the Members of the CPI-AC;
- To maintain courteous and professional conduct among Members of the CPI-AC;
- To enhance the relationship of CPI-AC Members with regulatory bodies, law enforcement, clients, the public, and non-members.

III. Reputation of the Profession

- Members will regard themselves as a member of an important and respectable profession.
- Members will ensure that their reputation, that of fellow Members, the CPI-AC, and the investigative profession is maintained at all times.



- Members shall not engage in any investigative activity for which they are not competent and qualified.

IV. Standards of Conduct and Compliance with the Code of Ethics

- Standard of Care: Members shall at all times adhere to this Code of Ethics and Code of Conduct
- Integrity: Members shall at all times conduct investigations with integrity and in accordance with the lawful instructions of their client.
 - A. Members will conduct due diligence to ensure that the identity of a client is verified and that the client has a lawful purpose to retain and instruct the investigator.
 - B. Members will ensure that all employees, subcontractors, and other persons paid to assist in an investigation adhere to this Code of Ethics and Code of Conduct.
- Confidentiality of Information: Members shall maintain the confidentiality of all information received as part of an investigation.
 - C. Each Member will respect the privacy of clients and their right to confidentiality.
 - D. Each Member will conduct investigations in a manner consistent with their provincial or federal privacy legislation, the Association's Code of Privacy and Code of Conduct as found on our website.
 - E. Each Member will ensure adequate security for personal information collected in the course of an investigation, and will take all reasonable steps to protect against inadvertent or negligent disclosure.
 - F. No Member shall use information obtained in an investigation for personal gain.
- Fees or Remuneration: Members shall pay their membership fees in full when due. Failure to renew membership may result in the removal of the Member from the Association.
 - G. Advertising: No Member will at any time make false or misleading claims to academic or professional qualifications.

- H. An agency or individual may not use or reference the CPI-AC logo or advertise in any way, membership within the Association once membership ceases.

V. Relations with Fellow Members

- Members will work together towards the achievement of the objectives of the CPI-AC.
- Members are encouraged to employ the services of fellow Members when an investigation may warrant.
- Members will not take advantage of referrals by fellow Members in order to interfere with any existing or perceived business relationship.
- Members shall not make false or misleading statements about a fellow Member.

VI. Conduct of a Professional Practice

- **Disclosure of Conflicts:** Members shall disclose to a client at the first opportunity any influence, interest or relationship pertaining to an investigative engagement which may impair the Member's professional judgment or objectivity.
- **Terms of Engagement:** Members shall ensure that prior to accepting an engagement, the objectives of the client are fully understood, and that the client has been informed of anticipated costs and the time required to complete an assignment.
- **Unqualified Opinions:** Members shall not provide opinions for which they are not professionally qualified to give.
- **Reports:** Members shall be forthcoming, truthful, and professional in disclosing investigative findings. Reports to clients shall be complete, objective and unbiased. Reports should not provide opinions without a factual foundation.
- **Privacy:** Adhering to your privacy legislation for your designated province.



VII. The Ethics Committee

- Jurisdiction: The Ethics Committee may:
 - I. Investigate ethical violations and accusations; and
 - J. Serve as a mediator in disputes between Members.

K. Discipline

- Sanctions: A matter reviewed by the Ethics Committee may result in:
 - L. A written warning,
 - M. Probation of membership in the CPI-AC,
 - N. Suspension of membership in the CPI-AC, or
 - O. Expulsion of membership in the CPI-AC.
- The Ethics Committee, with approval of the CPI-AC Board may notify civil authorities or provincial or federal regulators.
- The Ethics Committee, with approval of the CPI-AC board may retain legal counsel to protect the Council's interest.

