



International Bodyguard & Security Services Association

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The purpose of the IBSSA Ethical Code

Summary of those generally valid special demands and requirements which are required to secure and reinforce on a moral basis the values of the IBSSA federal and professional activity, international reputation and recognition, irreproachableness and confidence of its members.

1. The IBSSA member during his professional work and public appearances must conduct himself in such a way that reinforces his prestige and that of the international IBSSA community.
2. Any member is obliged to report to the Chairman of the Ethical Committee if he observes that a fellow member's conduct permanently or occasionally offends the Code. Such a report must contain clear proof or controlled evidence.
3. Any member of the IBSSA may initiate against his fellow international member measures taken by the Authorities only after having received the approval of the Ethical Committee, or if reconciliation with the Committee has proved unsuccessful.
4. An IBSSA member in his field of activity must help and assist the prevention of crime. He must carry out his professional activities in a way that serves the International Constitution and laws and ensures the worthiness of serving justice.
5. At the same time no IBSSA member can be an active or passive member or supporter of any movement or organisation, which engages in or advocates discriminative activity on the grounds of religion, racial, or national identity. The IBSSA is free of such ideas and ideologies, and could not accept any person taking part in such activities.
6. Members may make public statements concerning the IBSSA as an international organisation only with the permission of the Chairman. Members should not make any other public declarations, which may be harmful to the prestige of the IBSSA, and its international membership.
7. All IBSSA members should be aware that in case of a legally valid charge or sentence being brought against him the Board of Directors (BoD) may decide, depending on the seriousness of the crime, to withdraw his membership. The BoD can decide – having evaluated the deed - to suspend his membership at the time of the legal procedure.
8. An IBSSA member in his relations with his fellow members should assert the requirements of mutual respect and never abuse confidence.
9. An IBSSA member must act in his selected position according to his best knowledge, and never place his individual interests before fellow members' interests. He should always be faithful to the aims of the IBSSA and do his utmost to serve and protect the noble traditions of the international association.
10. Any member in his selected position must fulfil his obligations completely, bearing his responsibility without prejudice, attending to fellow members' legal claims, wishes and opinions. In his position he must serve and strengthen the interests of IBSSA.
11. Protect the IBSSA funds entrusted to him, and improve its financial position in the interest of achieving the best working conditions.
12. Keep the rules of professional good fellowship; never take credit for the achievements of others. Help the exploration and handing down of real professional values, be conscientious and honest, and accept professional and ethical criticism with good intent.

13. Show respect towards his fellow members' professional activities and outstanding achievements. Consider as offences against the ethical norms the obstruction and prevention of professional achievements by the IBSSA members.

14. If a member of the IBSSA detects a mistake in the professional activity of a fellow-member he must draw his attention to the fault in a suitable way. He should prevent his fellow member from committing acts against the Law, the Rules of the Organisation and Operation of the IBSSA, and the Ethical Code/Regulations of the IBSSA. A member of the IBSSA cannot disseminate any circumstances that are harmful to the goodwill of his fellow member.

15. Any member of the IBSSA must do all he can within the legal framework to uphold his reputation and help his fellow-member to avoid getting into a disadvantageous position, or having his professional and human credit destroyed.

16. If requested or required every member of the IBSSA is obliged to do all that is legally possible to help his fellow member solve a personal or professional problem.

17. A member of the IBSSA should not pass judgement on the work and action of his fellow members before incompetent people. Regarding his fellow members he must give clear proof and evidence for providing professional appreciation and confidence in their activity.

The above listed moral requirements can only become the moulding force of the community if they are based on the agreement, conviction and exemplary conduct of the whole IBSSA membership. At all times the influence of above requirements should be reflected in the minds and acts of the IBSSA members.

The effect of the Ethical Code/Regulations

1. The effect of the Ethical Code is valid for those IBSSA cardholders titled:

Full Member (individual or organisational)
Associated partner
Patronising Member
Honorary Member
Temporary Member

2. Not valid for candidates on probation.

Ethical offence

3. An IBSSA member commits an ethical offence if:

- a.) during his activity he intentionally commits an offence against the law of the given country.
- b.) He commits an offence against the norms and conduct of the IBSSA Constitution and the Ethical Code.
- c.) Failure to pay his fee before the deadline
- d.) Failure to announce the cause of exclusion

Ethical procedure

4. The BoD may initiate ethical proceedings:

- a.) In case of notification
- b.) Following notice from Authorities
- c.) Fee non-payment

5. Sanctions imposed in ethical proceedings:

Warning

Ban on charge/function

Maximum 1-year suspension of the membership

Recommendation for exclusion from the International Body

6. The corporate body of the IBSSA Ethical Committee shall consist of 6 members and a chairman. They are elected by the General Assembly for a maximum of 3 years. The chairman and the members of the Committee may only be natural persons.

a.) The Ethical Committee must give a hearing for both the accused and the instigator in a case.

b.) The Chairman of the Ethical Committee directly reports each case to the BoD and annually to the General Assembly/Congress.

Ethical proceedings

7. Any ethical proceedings must be started by the order of the BoD only, which commissions the Ethical Committee to carry out the inquiry.

Any member who has a reason for disqualification against him must report directly the Chairman of the Committee.

The main task of the Ethical Committee is to clarify the facts of the case.

In case of an even number of votes cast, the Chairman's vote is the decisive one.

The hearings must be held on the basis of the presumption of innocence. Implicating and extenuating circumstances must also be investigated.

Regarding the investigation, the Committee has to prepare a minutes of proceedings (MOP) and transfer them together with their suggestions to the BoD.

After having the MOP, and the suggestions of the Committee, the BoD in its next session will make its final decision about the members under investigation.

The member under the ethical proceeding will be informed in written form about the resolution of the BoD.

Legal remedy

Any member may lodge an appeal within 30 days against the resolution of the BoD to the IBSSA General Assembly/Congress.

Cause of exclusion.

In the ethical proceedings and in the final decision-making persons may not attend who:

a.) Attend the case as a witness, advisor, and translator.

b.) From which reasonable objective judgement cannot be expected.

1. In the ethical proceedings and in the final decision-makings against a joint venture no member or employee of the joint venture or their closed relatives may attend.

2. The affected person has to inform without delay the BoD about his objections to exclusion. Once he has provided the information, he is excluded from the participation of the investigation and decision-making.

3. Failure to make the above announcement is considered a serious Ethical offence.

4. Any member may report any cause of exclusion against another member. On the basis of the report the BoD will decide about the exclusion. Until the resolution of the BoD the member involved cannot participate in the ethical proceedings.