

Code of Conduct

ASK PC as a professional training, learning, development and research organization, is always keen to raise the standards of professionalism for all its members, graduates, and students.

This code of conduct and practice is to indicate the standards of professionalism expected from ASK PC members, students, and graduates everywhere. The adoption of this code is vital part for anyone willing to be affiliated with ASK PC.

Responsibilities required by ASK PC members:

- 1- Maintain a professional integrity in their work
- 2- Maintain a professional competence in their activities
- 3- Regularly updating their professional knowledge and skills
- 4- Always improve their IT knowledge and skills and gain CEUs by attending relevant professional courses, events and seminars
- 5- Be familiar with technological advances, through training, technical publications and specialist groups within professional IT bodies such as BCS, ISSA, IEEE and others
- 6- Recognize that information gained from the Internet may not be validated. Always do research
- 7- Participate regularly in advanced IT activities offered by ASK PC such as providing IT articles for the Magazine, IT Award etc.
- 8- Keep up to date with new standards and regulations related to your area of expertise

- 9- Always comply with non-discriminatory regulations in the areas of race, color, ethnic origin, sexual orientation, disability or age.
- 10- Keep your friends and colleagues informed of advances in technology, circulating appropriate documents and arranging discussion groups.
- 11- Don not misrepresents your qualifications. Always be honest with each qualification you have and the level of your competence
- 12- Always be honest with your employers, colleagues, friends and or clients about your level of professionalism and how you earned it
- 13- Do not misuse your ASK PC certifications, qualifications or any affiliation with ASK PC.
- 14- Do not offer your expertise in areas that you are not qualified in.
- 15- Seek advice from other professionals if you do not know how to deal with specific problem, techniques or job.
- 16- Don not promote any qualifications you do not already have
- 17- Promote generally accepted information Technology current best practices and standards
- 18- Always comply with Information Security regulations and standards whenever applicable in your IT expertise

- 19- It is recommended to be affiliated with international and professional bodies in information technology arena.
- 20- Always act as a professional and be responsible for anything arising from your activities
- 21- Always try to promote ASK PC activities and qualifications in ethical manner
- 22- Always maintain a special file for your Continuing professional development activities during the calendar year
- 23- Always use your appropriate logo provided by ASK PC with links to official ASK PC Websites:

<http://www.ask-pc.com>

<http://www.askpc.net>

<http://www.askpc.org>

<http://www.askpc.org.uk>