



IAAO Code of Ethics and Standards of Professional Conduct

Adopted by the IAAO Board of Directors, July 24, 2021.

Preamble

As a matter of fundamental principle, IAAO members should adhere to the highest ethical standards. Public trust in our performance is the foundation of our credibility. Assessment professionals support IAAO because they trust us to be good stewards of their resources, to uphold rigorous standards of conduct, and to serve as a catalyst for excellence in the assessment profession.

Nonprofit organizations must earn this trust every day. It is up to all members of the IAAO—Board of Directors members, committee members, volunteers, staff, and the general membership—to demonstrate their ongoing commitment to the core values of our association, as set forth in the IAAO Statement of Values.

The purpose of this Code of Ethics and Standards of Professional Conduct is to establish guidelines for all members of the International Association of Assessing Officers, and to set forth standards by which to judge an IAAO member whose conduct is in question. Members shall conduct themselves in a professional manner that reflects favorably upon themselves, the organization, the appraisal profession, and the property tax system, and shall avoid any action that could discredit themselves or these entities.

Adherence to the IAAO governing documents is the minimum standard of expected behavior. We must do more, however, than simply obey the rules. We must embrace the spirit of the governing documents, and go beyond stated requirements, making sure that what we do is matched by what the membership perceives and expects. Excellence, accountability, transparency, inclusivity, and responsiveness to members' concerns must be integral to our behavior.

Members and certificants (referred to herein collectively as “members”) of the International Association of Assessing Officers (“IAAO”), as well as non-members of IAAO involved in IAAO activities, should conduct themselves in a professional manner that reflects favorably upon themselves, the organization, the appraisal profession, and the property tax system, and should avoid any action that could discredit themselves or these entities. They should exhibit appropriate professional conduct in their interactions with all individuals whom they encounter in connection with their professional roles, including colleagues, employees, clients, and owners of property subject to assessment.

This Code of Ethics and Standards of Professional Conduct (the “Code”) establishes the minimum standards of conduct to which all IAAO members must adhere. We must do more, however, than simply obey the rules. Public trust in our performance is the foundation of our credibility. We must therefore embrace the highest ethical principles, and the pursuit of excellence, accountability, transparency, inclusivity, and responsiveness must be integral to our behavior. This is embodied in the IAAO Statement of Values, which serves as a foundation for the



Code.

IAAO Statement of Core Values

The core values of the International Association of Assessing Officers include the following:

- We are committed to diversity, equity, and inclusion.
- We embrace transparency, integrity, honesty, and stewardship of resources.
- We respect the worth and dignity of all individuals.
- We are dedicated to excellence in assessment administration and the property tax system worldwide.
- We are accountable to the public good.
- We encourage the appropriate use of technology and tools for fair and equitable assessment administration.

~~The Code of Ethics of the International Association of Assessing Officers is built on a foundation of widely shared values. These values include our:~~

- ~~• Commitment to the improvement of the property tax system worldwide;~~
- ~~• Accountability to the public good;~~
- ~~• Commitment to excellence in assessment administration beyond property tax law;~~
- ~~• Respect for the worth and dignity of all individuals;~~
- ~~• Promotion of inclusiveness, fairness and diversity;~~
- ~~• Obligation to organizational transparency, integrity, and honesty in all professional activities;~~
- ~~• Practice of responsible stewardship of resources; and~~
- ~~• Dedication to excellence, and maintenance of the public trust.~~

These core values are reflected in the following Code of Ethics of the International Association of Assessing Officers.

The Code

This Code sets out Canons of Ethics, to which all members should strive to adhere in their professional roles and in their activities as a member of IAAO. Each Canon is accompanied by enforceable Ethical Rules. Violation of an Ethical Rule, supplying misleading or false information to the Ethics Committee or refusing to cooperate with an Ethics Committee proceeding may subject a member to disciplinary action, sanction, or revocation of membership.

Exceptions

If compliance with or adherence to any Canon or Ethical Rule set forth in the Code would constitute a violation of the law of any jurisdiction, such Canon or Ethical Rule shall be void and of no force or effect in such jurisdiction.

In stating each individual Canon or Ethical Rule, no attempt has been made to enumerate all of



the various circumstances and conditions that will excuse an IAAO member from strict observance; however, IAAO recognizes that illness, acts of God, and various other events beyond the control of an IAAO member may make it inequitable to insist upon a strict observance in a particular case. When an IAAO member, in the exercise of reasonable care, commits a violation due to illness, acts of God, or other circumstances beyond their control, it is expected that the Ethics Committee will act in a manner that will avoid an inequitable result.

~~Inasmuch as there are other remedies under applicable federal, state/provincial, and local laws, nothing in this Code shall apply to the conduct of a member toward their employees and other workers in the member's workplace, including, but not limited to, employment discrimination and harassment.~~

Canon 1: (Professional Duties)

Members shall conduct their professional duties and any activities as a member of IAAO in a manner that reflects credit upon themselves, their profession and the organization.

Ethical Rules

ER 1-1 ~~It is unethical for~~ Members **shall not** ~~to~~ conduct their professional duties in a manner that could reasonably be expected to create the appearance of impropriety.

ER 1-2 ~~It is unethical for~~ Members **shall not** ~~to~~ accept an appraisal or assessment-related assignment which they are not qualified to perform.

ER 1-3 ~~It is unethical for~~ Members **shall** ~~to~~ follow local applicable laws and regulations relating to the appraisal, assessment, and taxation of property within **their jurisdictions**. ~~or to apply such laws and regulations in an inequitable manner.~~

ER 1-4 ~~It is unethical for~~ Members **must** ~~to refuse (by intent or omission) to~~ make available all public records in their custody for public review, unless access to such records is specifically limited or prohibited by law, or the information has been obtained on a confidential basis and the law permits such information to be treated confidentially.

ER 1-5 Members must make reasonable efforts to inform the public about their rights and responsibilities under the law and the property tax system.

ER 1-6 ~~It is unethical for~~ Members **shall** ~~to refuse to~~ cooperate with public officials to improve the efficiency and effectiveness of the property tax system, and of public administration in general.

ER 1-7 ~~It is unethical to~~ Members **shall not** engage in misconduct of any kind that leads to a conviction, **guilty plea, or no contest plea**, for a crime **directly related to the member's professional role or involving fraud, dishonesty, or false statements**, or for which the **underlying facts relating to the conviction constitute a violation of these Canons or Ethical**



Rules.



ER 1-8 Members shall not violate an applicable law in the performance of a member's professional role or in interactions with those a member encounters in connection with the member's professional role, including laws prohibiting harassment, discrimination, or retaliation in the workplace.

ER 1-9 Members shall not engage in harassment, discrimination, or retaliation in connection to IAAO activities.

Canon 2: (Truthfulness)

Members shall not make false or misleading statements (written or oral) in the course of performing their professional duties.

Ethical Rules

ER 2-1 ~~It is unethical to~~ Members shall not provide inaccurate, untruthful, or misleading information to solicit assessment-related assignments or ~~to use misleading claims or promises of relief that could lead to loss of confidence in appraisal or assessment professionals by the public.~~

ER 2-2 ~~It is unethical to~~ Members shall not claim or imply that they have specific qualifications unless they in fact have such qualifications, ~~an IAAO professional designation unless authorized, whether the claim is verbal or written, or to claim qualifications that are not factual or may be misleading.~~

ER 2-3 Members shall not claim, imply, or hold themselves out as having an IAAO professional designation unless authorized by IAAO to do so. ~~It is unethical to fail to recognize the source(s) of any materials quoted or cited in writings or speeches.~~

ER 2-4 Members shall provide appropriate attribution to the source(s) of any materials quoted or cited in writings or speeches.

Canon 3: (Conflict of Interest)

Members shall not engage in any activities in which they have, or may reasonably be considered by the public as having, a conflict of interest.

Ethical Rules

ER 3-1 ~~It is unethical for~~ Members shall not ~~to~~ accept an appraisal or assessment-related



assignment that can reasonably be construed as being in conflict with their responsibility to their jurisdiction, employer, or client, or in which they have an unrevealed personal interest or bias.

ER 3-2 ~~It is unethical to~~ **Members shall not** accept an assignment or responsibility in which there is a personal interest **(whether individually or of a member's family or close personal connection)** without full disclosure of that interest.

ER 3-3 ~~It is unethical to~~ **Members shall not** accept an assignment or participate in an activity where the member is or could reasonably be perceived as being unable to conduct the assignment or activity in an unbiased, objective manner. ~~a conflict of interest exists and could be perceived as a bias or could impair objectivity.~~

Canon 4: (Support of IAAO)

Members shall abide by and support the provisions of the IAAO governing documents, rules, and policies.

Ethical Rules

ER 4-1 ~~It is unethical for an IAAO member to~~ **Members shall not violate the IAAO governing documents, rules, or policies.**

ER 4-2 **Members shall not** knowingly make false statements or submit misleading information when completing an **IAAO application for membership or professional designation, and shall promptly submit any significant information in the possession of such member when requested to do so as part of an IAAO application.** ~~application, or to refrain from promptly submitting any significant information in the possession of such member when requested to do so as part of an IAAO membership application.~~

ER 4-3 **Members shall cooperate fully with the IAAO Board of Directors, Ethics Committee and the staff of IAAO in all matters related to the enforcement of this Code, as set forth in the IAAO governing documents and specific rules and procedures for enforcement, as may be adopted and amended by the Board of Directors from time to time, including by timely providing complete and accurate information as requested.**

ER 4-4 **Members shall submit promptly any significant information in the possession of a member concerning the status of litigation related to an ethics matter when requested to do so by the chair of the Ethics Committee; and shall not knowingly submit misleading information to the chair of the Ethics Committee concerning the status of litigation.**



ER 4-5 Members shall not knowingly provide any false information to the IAAO, or cheat or assist another in cheating in connection with any course or examination, including any IAAO professional designation test.

~~(a) Knowingly to submit misleading information to the duly authorized Ethics Committee or Task Force; to refrain from promptly submitting any significant information in the possession of the member as requested by the Committee/task force; to refuse to appear for a personal interview or participate in an interview conducted by telephone as scheduled by the Committee/task force; or to refuse to answer promptly all relevant questions concerning an appraisal or assessment-related assignment or related testimony being investigated by the Committee/task force.~~

~~(b) Fail or refuse to submit promptly to an authorized IAAO committee/task force a written appraisal report or file memorandum containing data, reasoning, and conclusions, or to fail or refuse to permit an authorized committee/task force to review an appraisal report, assessment-related assignment, or file memorandum when requested to do so by a person or persons authorized to review such material.~~

~~(c) Fail or refuse to submit promptly any significant information in the possession of a member concerning the status of litigation related to an ethics matter when requested to do so by the chair of the Ethics Committee; or knowingly to submit misleading information to the chair of the Ethics Committee concerning the status of litigation.~~

ER 4-2 It is unethical to fail to comply with the terms of a summons issued by the Ethics Committee.

ER 4-3 It is unethical to refuse to cooperate fully with the IAAO Board of Directors, Ethics Committee and the staff of IAAO in all matters related to the enforcement of this *Code*, as set forth in the Ethics Committee's Rules and Procedures, as amended from time to time.

ER 4-4 It is unethical to violate the IAAO governing documents.

ER 4-5 Any member who has submitted misleading information to the Ethics Committee or does not comply with the terms of these Canons may be subject to ethical charges by the Committee.

Canon 5: (Compliance with **Appropriate Professional Practice Standards USPAP)**

Members shall comply with the applicable standards of practice in their jurisdiction. ~~requirements of Professional duties and in the absence of a local standard, Members shall comply with the *Uniform Standards of Professional Appraisal Practice*.~~

Ethical Rules

ER 5-1 It is unethical to knowingly fail to **Members in the United States** shall observe the



requirements of the *Uniform Standards of Professional Appraisal Practice* and members residing outside the United States shall ~~must~~ follow appraisal standards that govern appraisers within their jurisdiction.