



PROFESSIONAL PRINCIPLES HUMANISTIC GUIDERS MEMBERS OF THE INTERNATIONAL HUMANISTIC COACHING SOCIETY

Preamble

This Code of Ethics is an expression of the principles and the values underlying the activity of the professional Humanistic Guiders, that determines the conduct of the professional members of the INTERNATIONAL HUMANISTIC COACHING SOCIETY – IHCOS.

The mission of the INTERNATIONAL HUMANISTIC COACHING SOCIETY is to contribute globally to humanising the process of intervention with the client, ensuring the development of technical and social skills, that guarantee standards of quality and ethics in the certification and activity of the professionals that work with MORE Humanistic Methodology, creating a basis in which each one can contribute to a more humane society.

The following principles are applicable to the activities of professional Humanistic Guiders with regard to their clients, potential clients, interested persons, collaborators, students, those responsible for contracting services, associations and the general public.

A Humanistic Guider is a professional certified by MORE Humanistic Methodology, who carries out his/her activity or is associated with MORE Humanistic Methodology in intervention areas such as coaching, therapy, consulting, mentoring, and others.

The Humanistic Guider for IHCOS agrees, voluntarily, to comply with these principles, allowing his/her ethical conduct to be reflected positively in his/her professional activities in this area. IHCOS also discloses these principles in an appropriate manner to all associated members and encourages them to observe them.



Art. 1 - The idea of Humanity and Integrity

1. I base my activity on humanity, in order to treat all clients in a friendly manner, with respect for their dignity, freedom and equality of the human existence.
2. I act responsibly with my clients. Therefore, I only offer my service when I am sure this will benefit the client. Before starting a process, service or training, I clarify with the client and other responsible parties involved, the mission, limits and the confidentiality of this service, the content, expectations and the objectives of everyone involved, the financial agreement and any other terms of the agreement or contract of the intervention process.
3. I ensure a collaboration that is harmonious and trustworthy with my client, based on their free decision and the mutual agreement with the objectives until they have been achieved.
4. I shall not make false or misleading statements regarding my qualifications as Humanistic Guider, the services I will provide in this context, or my credentials at IHCOS.
5. I shall set out precisely my qualifications, specialisation, experience, level of certification and credentials as a Humanistic Guider for IHCOS.
6. My conduct shall also be present in extra-professional activities, in the sense that it confers the trust and respect required by the profession.

Art. 2 – Professional Competence

1. I act professionally according to my knowledge and experience, as well as the professional certifications I hold. If I find that I do not have sufficient skills or abilities to correspond to their needs, I shall recommend the client to a specific colleague or specialist.
2. I shall do a self-analysis whenever I act as Humanistic Guider, being aware that personal problems may interfere with my performance or my relationship with the client during the intervention process. Whenever I find it necessary, and justified by facts and circumstances, I shall immediately seek suitable professional assistance and pay attention to whether or not it is appropriate that I suspend, end or refer to another colleague the intervention process that has been started.
3. I shall keep myself up-to-date on the latest developments, training, supervision and activities that transmit new techniques and activities promoted by IHCOS, and commit myself to constant learning in this professional career, which constitutes a valuable asset for my clients.
4. I shall honour the contracts and agreements that I establish with my clients and other responsible parties involved in the process or service.



5. I shall handle with confidentiality, security and privacy the data and records of my work as Humanistic Guider, keeping in mind the IHCOS code of ethics and the laws in force in the country in which I operate.
6. I shall not make false statements about my client and responsible parties involved in the Humanistic Intervention process, or give information or advice that I consider false.
7. I shall not have sexual relations with any of my clients or persons for whom I am responsible.
8. In the event my client, at any time during the process or training, decides to terminate the relationship of the Humanistic Intervention service, or asks to work with another Humanistic Guider, or attend another training, I shall respect this right that is reserved to him/her, since we are both aware of the respect for the conditions established in the agreement or contract. I shall also question the reasons that led the client to terminate the process.

Art. 3 – Individual Responsibility and Independence

1. I work with individual responsibility, independence and integrity. I am not associated with an organisation, institution or entity that violates human rights, or uses cult methodologies, or violates the social laws in force that affect human integrity. I am also careful not to disclose the methodologies of cults or ideologies that disrespect the human being.
2. I am an independent professional and am able to determine whether to accept or decline a job, either training or an intervention process, even when I am an internal employee of a company. This freedom is respected by my professional colleagues at IHCOS.

Art. 4 – Promotion and Advertising

1. I do advertising that is suitable to my profession and keeping in mind the obligation of loyalty to my colleagues.
2. I abstain from using unfair and misleading advertising. The information I transmit from my contacts to the general public, as a member of IHCOS, shall be that which is according to the parameters and directives of the association. I present my true qualifications, bearing in mind the level of qualification considered as a member of IHCOS.
3. I am attentive to promoting MORE Humanistic Methodology, and the Humanistic Guiders professionals in good standing.



Art. 5 – Compensation and Fees

1. I clearly establish with the client and/or responsible parties the fees, payments, and costs related to providing my service, and which will be invoices to the client and/or responsible parties.
2. I receive my fees and payments as agreed with the client and/or responsible parties, and suitable to the service provided. I shall not consciously obtain personal, professional or monetary profit for the service provided, except as agreed or contracted.
3. If I am a professional Humanistic Guider employed at an entity, I am compensated as agreed in my labour contract.
4. I do not obtain competitive advantage by the suitable renunciation of payment for my services.

Art. 6 - Confidentiality

1. I handle information obtained during and after a process of intervention or training, from the client and other persons involved, with strict confidentiality, unless a valid law or legal principle requires an exception. I apply the same principle to my professional colleagues.
2. As a trainer or facilitator in a course, I shall clarify confidentiality policies with the participants.
3. When there are other parties involved in the intervention process, I shall establish an agreement with all parties, regarding the information that will be communicated from the client to the hiring entity.

Art. 7 - Conflicts of Interest

1. I shall promptly notify my client when I become aware of any conflict of interest, and shall seek to resolve it in the most appropriate manner.
2. I shall close the intervention process or providing training services when there is a threat of being involved in any unfair or dishonest activity.
3. In the event I have been paid in advance for my services, I shall refund the monetary amount owed and signed in the contract.



Art.8 - Collegial Loyalty

1. I maintain a loyal relationship with my colleagues, striving to maintain a professional image. I am aware that false and thoughtless statements regarding a colleague are against the ethics of the profession.
2. I participate in the free professional exchange of ideas, contributing to the increase in the general level of awareness and competence of the profession itself.
3. In the event I have a conflict with another IHCOS colleague, I shall endeavour to achieve an amicable agreement, and, if necessary, I shall resort to the intercession of the mediation committee of IHCOS.
4. In the event I decide to file a lawsuit against a colleague, I shall first notify the mediation committee of IHCOS, and give it the opportunity to resolve the issue amicably.
5. I respect the copyright of the ideas and publications of my colleagues and use only those materials indicating the sources.

Art.9 - Competition

1. I do not obtain competitive advantage by totally refusing to receive the financial amount for services provided for coaching, therapy, consulting, or Humanistic Intervention session, unless this is part of the specific promotional action.
2. I shall not compete for clients or collaborators from other professional colleagues and members of IHCOS.
3. I shall recommend my IHCOS colleagues to my clients, whenever I determine that this is the most suitable way to satisfy the needs of the client.



Art. 10 – Oath and Commitment

I am aware of and agree with the principles of the IHCOS Code of Ethics, and agree to comply with them and practice them as a Humanistic Guider, with regard to my clients, colleagues, responsible parties and the general public. I shall stay informed regarding the humanistic professionals of IHCOS, and the publication of any amendment or addendum to these principles. In the event of violation in whole or in part of this code of ethics, I agree that the Ethics Committee of IHCOS is responsible for my actions, and being aware that I may incur sanctions, such as the loss of my status as a member, or level or credentials as certified by IHCOS.

Date, Signature

The Ethics Committee of IHCOS has as its purpose:

- To promote the mission in the community of professional Humanistic Guiders, as a global company;
- To promote the monitoring and maintenance of the practice of professional ethics;
- To evolve according to the development of the professional status of the Humanistic Guider, actively cooperating with governmental and international regulatory authorities;
- To protect the profession of Humanistic Guider since it is a self-regulating body;
- To encourage all professional Humanistic Guiders to collaborate in information regarding the ethics of IHCOS and the principles of MHM - MORE Humanistic Methodology with the general public;
- To encourage the members to use the code of ethics, in promoting and respect for the profession.

IHCOS - The International Humanistic Coaching Society