

# Code of Ethics

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OntarioACHI members must subscribe to, and comply with, the associations Code of Ethics in the course of their business.

The Ontario Association of Certified Home Inspectors (OntarioACHI) promotes a high standard of professionalism, business code of ethics and inspection procedures.

## Definitions:

1. **MUST**. This word, or the terms “**REQUIRED**” or “**SHALL**”, mean that the definition is an absolute requirement of the specification. 2. **MUST NOT**. This phrase, or the phrase “**SHALL NOT**”, mean that the definition is an absolute prohibition of the specification. 3. **SHOULD**. This word, or the adjective “**RECOMMENDED**”, mean that there may exist valid reasons in particular circumstances to ignore a particular item, but the full implications must be understood and carefully weighed before choosing a different course. 4. **SHOULD NOT**. This phrase, or the phrase “**NOT RECOMMENDED**” mean that there may exist valid reasons in particular circumstances when the particular behavior is acceptable or even useful, but the full implications should be understood and the case carefully weighed before implementing any behavior described with this label.

### 1. Duty to the Public

1. The OntarioACHI member SHALL abide by this Code of Ethics and is RECOMMENDED to substantially follow the minimum standards set out in the OntarioACHI Standards of Practice (SoP) and this Code of Ethics (CoE)
2. The OntarioACHI member SHALL NOT engage in any practices that could be damaging to the public or bring discredit to the home inspection industry, this includes derogatory or defamatory remarks publicly made against the Home Inspection, or any other profession.
3. The OntarioACHI member SHALL be fair, honest, impartial, and act in good faith in dealing with the public.
4. The OntarioACHI member SHALL NOT discriminate in any business activities on the basis of race, color, religion, sex, national origin, familial status, sexual orientation, political affiliation or physical and mental disability, and SHALL comply with all applicable federal, province and local laws concerning discrimination.
5. The OntarioACHI member SHALL be truthful regarding his/her identity, skills, services and qualifications.
6. The OntarioACHI member SHALL NOT:
  1. have any undisclosed conflict of interest with the client

2. accept any undisclosed commissions, rebates, profits or other benefit
  3. accept any disclosed or undisclosed commissions, rebates, profits or other benefit from real estate agents, brokers or any third parties having financial interest in the sale of the property
  4. not offer or provide any disclosed or undisclosed financial compensation directly or indirectly to any real estate agent, real estate broker or real estate company for referrals or for inclusion on lists of preferred and/or affiliated inspectors or inspection companies.
7. The OntarioACHI member SHALL NOT communicate any information about an inspection to anyone except the client where prior written consent from the client has not been given or where it may affect the safety of others, or where to not do so violates a law or statute.
8. The OntarioACHI member SHALL always act in the interest of the client, unless doing so violates a law, statute or this Code of Ethics.
9. The OntarioACHI member SHALL use a written contract that specifies the services to be performed, limitations of services, and fees.
10. The OntarioACHI member SHALL comply with all government rules and licensing requirements of the jurisdiction where he/she conducts business.
11. The OntarioACHI member SHALL NOT perform or offer to perform, for an additional fee, any repairs or repair-associated services to the structure on which the member or member's company has prepared a home inspection report for a period of 12 months.
  - This provision shall not include services to components and/or systems that are not included in the OntarioACHI Standards of Practice.
12. OntarioACHI members SHALL sign a general statement of trust that can be found [here](#) and ensure that this is sent along with membership application each year to the OntarioACHI registrar for entry into the membership register.
13. OntarioACHI members are, in addition to the above, are RECOMMENDED to supply Police backgrounds checks to confirm to the executive that by representing themselves as bona-fide members of OntarioACHI and of the Profession of Home & Property Inspectors they do not have current police cases that might cause concern to their clients or members of the public in general.
14. OntarioACHI members who are elected to the executive board or committee management positions SHALL supply Police backgrounds checks to hold those positions of trust.
2. Duty to Continue Education
  1. The OntarioACHI member SHALL comply with both the InterNACHI and OntarioACHI current Continuing Education requirements and OntarioACHI exam requirements.
  2. The OntarioACHI member SHALL pass the proctored OntarioACHI Inspector Exam once every calendar year.
3. Duty to the Profession and OntarioACHI
  1. The OntarioACHI member SHALL strive to improve the home inspection industry by sharing his/her lessons and/or experiences for the benefit of all. This does not preclude the member

from copyrighting or marketing his/her expertise to other inspectors or the public in any manner permitted by law.

2. The OntarioACHI member SHALL assist the OntarioACHI leadership in disseminating and publicizing the benefits of both InterNACHI and OntarioACHI membership.
3. The OntarioACHI member SHALL NOT engage in any act or practice that could be deemed damaging, seditious or destructive to OntarioACHI, fellow OntarioACHI members, OntarioACHI employees, volunteers, executives or committee members or other members of the Profession. Members having access to information restricted to them by way of their membership SHALL NOT disclose that information to any person who is not also a Member of the Association.
4. The OntarioACHI member SHALL abide by OntarioACHI's current membership requirements.
5. The OntarioACHI member SHALL agree to, and abide by current rules, that may be changed from time to time, with respect to the use of the OntarioACHI and InterNACHI web services.
6. Members of other associations are welcome to join OntarioACHI but, to avoid possibility of conflict of interest, members of the executive or committee management of any other Association SHALL NOT hold a position of similar or equal consideration in OntarioACHI at the same time.
7. Members who are members of multiple Home Inspection Associations are RECOMMENDED to give equal prominence to all representations of these associations in all publications, including web and email signatures, letter heads, business cards and other marketing material. This is in line with anti-competitive laws in Canada and the Province of Ontario.

## Discipline

Member(s) accused of acting or deemed in violation of any of these rules will be referred to the OntarioACHI Standards & Discipline committee for review of such actions. Possible penalties arising from **proven** violations MAY result in sanctions and/or expulsion from OntarioACHI and, where the protection of the public is deemed necessary, results MAY be published in a special register on the OntarioACHI web services or other public listing.