



# **BCS Code of Conduct Review Working Group (CoCWG)**

Terms of Reference



## ***Purpose***

To fulfil the Community Board's responsibility to review annually the BCS Code of Conduct (Trustee Board Regulations, Schedule 3) and the Institute's disciplinary regulations (Trustee Board Regulations, Section VIII).

The working group will recommend any necessary changes to the Code of Conduct to the Community Board, ensuring that the Code remains relevant, clear, and aligned with professional and regulatory standards.

The review will also ensure alignment with the Engineering Council's Statement of Ethical Principles and best practices in professional ethics.

## ***Key Responsibilities***

### **1. Review the Current BCS Code of Conduct**

- Assess the clarity, applicability, and effectiveness of the Code.
- Based on feedback from members, case studies, and developing ethical challenges, identify any areas requiring clarification, expansion, or revision.
- Ensure continued alignment with industry and professional standards.

### **2. Review the Institute's Disciplinary Regulations**

- Evaluate whether Section VIII of the Trustee Board Regulations remains fit for purpose.
- Consider procedural fairness, enforcement clarity, and alignment with developing governance practices.
- Ensure that disciplinary regulations are enforceable and proportionate.

### **3. Ensure Compliance with the Engineering Council's Statement of Ethical Principles**

- Verify that the BCS Code of Conduct reflects integrity, honesty, competence, and leadership, as the Engineering Council outlines.
- Identify any gaps or misalignments that require updates.

### **4. Engage with Key Stakeholders**

- Consult with relevant BCS committees, SGs, and professional bodies where necessary.
- Consider input from BCS members, regulatory bodies, and ethics professionals.

### **5. Propose Changes and Recommendations**

- Formulate clear, justified recommendations for improvements.
- Submit proposed amendments to the Community Board for approval.

## ***Membership and Structure***

- **Chair** appointed from the Community Board
- **Members:**
  - An additional Community Board Representative.
  - A Registration and Standards Committee Representative.
  - An ICT Ethics Specialist Group Representative.
  - BCS Head of Registrations.
  - Optional additional external members as approved via the Community Board.

## ***Operational Timeline***

- **Formation:** A three-month period annually to review and propose updates.
- **Meetings:**
  - Monthly during the review period.
  - Additional sessions, if required, for finalising recommendations
- **Reporting**
  - Final report with recommendations submitted to the Community Board for review.
  - Approved changes shared with the Registration and Standards Committee.
  - Approved changes sent to the Trustee Board for consideration.

## ***Review Criteria***

The working group will benchmark the BCS Code of Conduct and disciplinary regulations against:

1. Current BCS Policies and Procedures.
2. Engineering Council's Statement of Ethical Principles.
3. Industry and Professional Standards in IT and Engineering.
4. Legal and Regulatory Requirements.
5. Member and Stakeholder Feedback.





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