

Ethiopian Translators Association (ETA) - Professional Code of Conduct

Preamble:

The Ethiopian Translators Association (ETA) is committed to upholding the highest standards of excellence in the language services industry. We strive to foster a culture of quality, integrity, and trust among our members and stakeholders. This Code of Professional Conduct articulates the core values and ethical principles that guide our members in their professional endeavors.

By adhering to this Code, ETA members demonstrate their commitment to providing reliable, accurate, and culturally sensitive language services, thereby strengthening the reputation of the profession and building confidence among clients, partners, and the wider community.

Core Values:

- **Integrity:** We conduct our professional activities with honesty, transparency, and ethical soundness.
- **Professionalism:** We maintain high standards of competence, diligence, and respect in all our interactions.
- **Accountability:** We take responsibility for our work and are accountable for our actions.
- **Fairness:** We treat all stakeholders with impartiality, respect, and equity.

General Rules of Professional Conduct:

1. Competence and Quality:

- Members shall maintain and enhance their professional skills and knowledge, ensuring they are qualified to provide the services they offer.

- Members shall deliver language services of the highest quality, striving for accuracy, clarity, and cultural appropriateness.
- Members shall only accept assignments that are within their areas of expertise.

2. Confidentiality and Data Protection:

- Members shall treat all client information with strict confidentiality and shall not disclose any sensitive data without proper authorization.
- Members shall comply with all applicable data protection laws and regulations.

3. Professional Relationships:

- Members shall conduct themselves with courtesy and respect in all professional interactions, including with clients, colleagues, and suppliers.
- Members shall avoid conflicts of interest and disclose any potential conflicts to relevant parties.
- Members shall honor contractual agreements and fulfill their obligations in a timely and professional manner.

4. Ethical Conduct:

- Members shall uphold the integrity of the profession and shall not engage in any activities that could bring discredit to the ETA or its members.
- Members shall refrain from making false or misleading claims about their qualifications or services.
- Members shall respect intellectual property rights.

5. Continuous Improvement:

- Members should strive to participate in continued education, to better their skills.
- Members should always seek to improve the quality of their services.

6. Adherence to Laws and Regulations:

- Members will at all times adhere to the laws of the Federal democratic republic of Ethiopia.

Enforcement:

- The ETA is committed to ensuring that all members adhere to this Code of Professional Conduct.
- Any violations of this Code may result in disciplinary action, as determined by the ETA's governing body.

Commitment:

By becoming a member of the ETA, individuals and organizations agree to abide by this Code of Professional Conduct, contributing to the advancement of the language services profession in Ethiopia.