

	<b>ACCREDITATION BODY OF MONTENEGRO</b>	Reference No./ Date ZPQ.00.03/24.12.2019.
	<b>DECLARATION ON CONFIDENTIALITY OF DATA AND INFORMATION AND COMPLIANCE WITH THE CODE OF ETHICS</b>	Page / Total Pages 2   3

### *Annex 1: Code of Ethics*

The foundation for safeguarding the integrity of the accreditation process lies in ensuring that those who rely on the results of conformity assessment bodies have confidence that the accreditation body issuing decisions on the competence of such bodies possesses the appropriate experience, expertise and judgement, acts in a professional manner, and reaches its conclusions without any undue influence or bias.

Employees and engaged associates of the Accreditation Body of Montenegro shall strictly adhere to the documentation of the Accreditation Body of Montenegro, the applicable legal framework, and relevant international, European and Montenegrin standards and documents used in the performance of the activities for which they are engaged. In doing so, they shall observe the following ethical principles:

**a) Integrity:**

To be fair and honest in professional and business relationships.

**b) Objectivity:**

Not to allow conflicts of interest, undue influence or bias to override professional or business judgement.

**c) Competence:**

To maintain the necessary professional knowledge and skills to ensure that clients receive services based on up-to-date practice, legislation and internationally recognised standards.

**d) Confidentiality:**

To respect the confidentiality of information obtained through professional and business relationships and not to disclose such information to third parties without proper and specific authorisation (unless there is a legal or professional obligation to do so), nor to use such information for personal advantage, whether as an assessor or as a third party.

To ensure that data to which access is granted under authority shall not be disclosed, shared, or otherwise made available to unauthorised third parties, and to maintain the confidentiality of such data relating to the work and functioning of the Accreditation Body of Montenegro even after the termination of authorisation and access to such data.

**e) Professional Behaviour:**

To act diligently and perform work in a timely manner and in accordance with applicable legal provisions and technical and professional standards; to always act in the public interest and avoid any conduct that could discredit the profession.