

Eastern Canada Chapter, System Safety Society Bylaws

Bylaws are administrative procedures of a continuing nature. These Chapter By-Laws are in consonance with those of the National SSS Organization and are meant to supplement those by-laws. The by-laws below are applicable to the SSS Eastern Canada Chapter only. Where conflict arises with the by-laws of SSS National, the national organization by-laws shall have precedence. These by-laws are initiated or revised by a two-thirds vote of the entire Chapter. Each by-law or revision shall have an effectivity date that does not exceed one year from the date adopted. At least three months prior to the effectivity date, the new bylaw provisions or wording will be published in the Society's journal or otherwise made available to the membership. Should written objections to the new by-law or wording be received by 20% or more of the Chapter membership, the Chapter Secretary will declare the bylaw null and void.

ARTICLE I - GENERAL

SECTION 1 - Authority: These By-Laws are established in accordance with Article VII of the constitution of the System Safety Society, herein referred to as the Society and the Charter of the Eastern Canada Chapter herein referred to as the Chapter.

SECTION 2 - Revisions: Any revisions of the By-Laws must be accomplished in the manner stipulated by Article VII of the constitution of the Society.

SECTION 3 - The motto of the System Safety Society shall be "Professionals Dedicated to the Safety of Systems, Products and Services." The Eastern Canada Chapter adopts the motto and does not supplement it.

ARTICLE II - MEMBERSHIP

SECTION 1 - Membership grades and categories: Within the Society there are three professional membership grades, four other individual membership and two organizational membership categories. Chapter members shall be recognized as having grades authorized by the SSS.

Professional membership grades are:

- Fellow Member
- Senior Member
- Member

Other individual membership categories are:

- Affiliate
- Student Member
- Member Emeritus
- Honorary Member

Organizational membership categories are:

- Corporate Member
- Cooperating Organization

SECTION 2 - Membership application, processing and forms. The Chapter shall appoint a Membership Committee and shall distribute application forms and instructions. The Membership Committee shall

collect and forward membership applications to the SSS PDC for processing or assist new member applicants in mailing applications as requested.

ARTICLE III - FUNDAMENTAL PRINCIPLES AND CANONS

The Eastern Canada Chapter shall uphold all of the fundamental principals and canons of the SSS as follows.

SECTION I - Fundamental Principles

System Safety professionals shall uphold and advance the integrity, honour and stature of the System Safety profession by:

- 1.1 Applying acquired knowledge and skills for the benefit and welfare of mankind.
- 1.2 Assuring the best interests of the public, employer, client and customer are objectively established and maintained in all professional activities.
- 1.3 Striving to increase the competence and effectiveness of the System Safety profession.
- 1.4 Supporting and participating in the activities of professional safety and related organizations.

SECTION 2 - Fundamental Canons

- 2.1 System Safety professionals shall hold paramount the safety, health and welfare of mankind in the performance of their professional duties.
- 2.2 System Safety professionals shall perform services only in the areas of their competency.
- 2.3 System Safety professionals shall be objective and truthful in all of their professional actions, documents and statements.
- 2.4 System Safety professionals shall perform professional services as faithful agents and trustees for each employer, client or customer, void of any known conflict of interest.
- 2.5 System safety professionals shall build their professional reputations on the merits of their services; void of deceitful and unethical practices.
- 2.6 System Safety professionals shall associate only with reputable persons and organizations.
- 2.7 System Safety professionals shall continue their professional development throughout their careers and shall provide opportunities for the professional development of persons under their supervision.

ARTICLE IV - GUIDELINES FOR USE WITH THE FUNDAMENTAL CANONS OF ETHICS

SECTION I - System Safety professional Shall Hold Paramount the Safety, Health, and Welfare of Mankind in the Performance of Their Professional Duties.

1.1 System Safety professionals must recognize that the safety, health, and welfare of mankind is dependent upon sound scientific, engineering and management principles and practices being incorporated into the design, test, production, construction, and use of products and systems.

1.2 System Safety professionals shall approve only plans, specifications, designs, hardware and software that are safe and in conformity with accepted safety standards.

1.3 System Safety professionals shall assure the development of standards, codes, procedures or other similar documentation to enable the public and clients to understand the degree of safety, risk and life expectancy associated with the use and operation of the products and systems for which they are responsible.

1.4 System Safety professionals shall inform their client or employer and, as appropriate, proper authorities of the possible consequences whenever their professional judgment is overruled under circumstances where the safety, health, and welfare of the public is endangered.

1.5 System Safety professionals who know, or believe, another person or firm is in violation of any of the provisions of these Guidelines, shall report such information to that person or firm and, as appropriate, to the proper authorities.

1.6 System Safety professionals shall accept opportunities to enhance the safety, health and welfare of their communities.

SECTION 2 - System Safety Professionals Perform Services only in the Areas of their Competency.

2.1 System Safety professionals shall assume only safety tasks for which they are qualified by education or experience in the specific field of concern.

2.2 System Safety professionals shall affix their signatures and seals only to documents dealing with subject matter in which they have competency by virtue of education or experience and only to safety plans or documents prepared under their direct supervisory control.

SECTION 3 - System Safety Professionals are objective and truthful in all of their professional documents and statements.

3.1 System Safety professionals shall endeavour to extend public knowledge and understanding of the achievements, capabilities and limitations of engineering technology.

3.2 System Safety professionals shall include all relevant and pertinent facts and information in their professional reports, statements, or testimony.

3.3 System Safety professionals, when serving as part expert or technical witness before any court, commission, or other tribunal, shall express opinions only when they are founded upon adequate knowledge of the facts at issue, from a background of technical competence in the subject matter, and upon honest conviction of the accuracy and propriety of their testimony.

3.4 System Safety professionals shall not issue statements criticisms or arguments on safety matters which are inspired or paid for by interested individuals or entities unless they preface their comments by explicitly

disclosing the identities and interests of the parties on whose behalf they are speaking, and by revealing the existence of any financial or other interest they have in the matters involved.

3.5 System Safety professionals shall be dignified and modest in describing their work and merit, and shall avoid any statement or act tending to promote their own interests at the expense of the integrity, honour and dignity of the profession.

SECTION 4 - System Safety Professionals Perform Professional Services as Faithful Agents and Trustees for Each Employer, Client or Customer, Void of any Known Conflict of Interest.

4.1 System Safety professionals shall avoid known conflicts of interest with their employers, clients or customers, and promptly inform such persons of any business association, interest, or circumstances which could influence their judgment or the quality of their services.

4.2 System Safety professionals shall not accept compensation, financial or otherwise, from more than one party for the exact same service on the same project, unless the circumstances are fully disclosed and agreed to by all interested parties.

4.3 System Safety professionals shall treat information acquired in the course of their assignments as confidential, and shall not use such information as a means of enhancing personal profit or prestige if such action would be adverse to the interests of their clients, employers, customers, or the public.

4.4 System Safety professionals shall not accept professional employment outside of their regular place of employment without the knowledge of their employer.

SECTION 5 - System Safety Professionals Shall Build Their Professional Reputations of the Merit of Their Services; Void of Deceitful and Unethical Practices.

5.1 System Safety professionals shall not pay or offer to pay (directly or indirectly) any commission, contribution, gift or other consideration in order to secure work, except for employment agency fees.

5.2 System Safety professionals shall negotiate contracts for professional services only when they are competent and qualified for the type of professional service required.

5.3 System Safety professionals shall negotiate and fully disclose an acceptable and rate of compensation with a client, employee or other professional commensurate with the scope of services to be performed.

5.4 System Safety professionals shall assure that representations of academic, experience and professional qualifications are factual for themselves and their associates. They do not misrepresent or exaggerate their degree of responsibility in, or the subject matter of, prior assignments.

5.5 System Safety professionals shall evaluate and provide reports to others on the work of other safety professionals only with the knowledge of such professionals unless the assignments or contractual agreements for the work by the other safety professional has been terminated or unless the functions and responsibilities of their position are specifically identified or implied to perform work evaluation.

5.6 System Safety professionals shall advertise only in dignified business and professional publications. They shall assure the advertisement is factual and not misleading with respect to their accomplishments or extent of participation in any services or projects described.

5.7 System Safety professionals shall prepare articles for the lay or technical press which are factual, dignified and free from self-serving ostentations or laudatory implications. Such articles shall factually depict their direct participation in the work described and give credit to others for their share of the work.

5.8 System Safety professionals shall extend permission for their name to be used in commercial advertisements (such as may be published by manufacturers, contractors, material suppliers, etc.) only by means of a modest dignified notation acknowledging their scope of participation in the project or product described.

5.9 System Safety professionals shall attempt to attract employees, from another employer by ethical and honourable means only.

5.10 System Safety professionals shall advertise for recruitment of personnel in appropriate publications or by special distribution, assuring the information presented is displayed in a dignified manner; restricted to firm name, address, telephone number, appropriate symbol, the fields of practice in which the firm is involved and factual descriptions of positions, available, qualifications required and benefits provided.

5.11 System Safety professionals shall not maliciously or falsely (directly or indirectly) injure the professional reputation prospects, practice or employment of another safety professional, nor indiscriminately criticize another's work.

5.12 System Safety professionals may, without compensation, perform professional services that are advisory in nature for civic, charitable, religious or non-profit organizations.

5.13 System Safety professionals shall not use equipment, supplies, laboratory or office facilities of their employers to perform outside private practice without consent.

SECTION 6 - System Safety Professionals Shall Associate only with Reputable Persons or Organizations.

6.1 System Safety professionals shall not knowingly associate with or permit the use of their name or firm name in business ventures or practices by any person or firm they know, or have reason to believe, is engaged in personal, business, or professional practice of a fraudulent, illegal or dishonest nature.

SECTION 7 - System Safety Professionals Shall Continue Their Professional Development Throughout Their Careers and Provide Opportunities of the Professional Development of Persons Under Their Supervision.

7.1 System Safety professionals shall undertake, and encourage their employees to further their education, become registered and certified by appropriate legal and professional authorities at the earliest possible date, to join and participate in appropriate professional organizations and to attend and present papers at professional and technical Society meetings.

7.2 System Safety professionals shall give proper recognition and credit to others for professional development accomplishments and safety work performed, and recognize the proprietary interest of others. They shall identify the person or persons responsible for designs, inventions, writings or other accomplishments as appropriate.

ARTICLE V - AWARDS

SECTION 1 - System Safety Society professional awards are made in the following categories, with nominees selected by the designated committees. The Chapter shall appoint a nominating committee by January 15 of each year to recommend deserving members for awards.

- 1.1 Professional Development Award - PDC
- 1.2 Manager of the Year - PDC
- 1.3 Engineer of the Year - PDC
- 1.4 System Safety Scientific Research and Development Award - PDC
- 1.5 Educator of the Year Award - Education Committee
- 1.6 Chapter-of-the-Year Award - Membership Committee
- 1.7 Other Awards as approved by the Executive Council

SECTION 2 - Nominations must be submitted to the Chairman of the Chapter by February 15 of each year for Chapter Executive Committee approval and submission to the appropriate SSS committee by March 1 of the award year. Two presentations of the award will be made. One by July 1 of the award year with the Corporate Manager at the selectees place of employment and again at the next International Conference. Nominations received after March 1 of the award year will not be considered for that year, but will be held until the following year.

SECTION 3 - Selection criteria should be as identified and published in the System Safety Professional Handbook.