
Code of Professional Conduct

Guidance Note 2

Competition

Introduction

- 2.1 Where members are engaged in any form of competition to win work or awards, they should act fairly and honestly with potential clients and competitors. Any competition process in which they are participating must be known to be reasonable, transparent and impartial. Members who find this not to be the case should do all they reasonably can to effect the introduction of these criteria, but if unsuccessful should withdraw from the competition.
- 2.2 Members should not enter into agreements with others to fix prices and control markets or otherwise distort competition. Where working under the jurisdiction of UK and EU legislation, they should have due regard to the provisions of the Competition Act 1998 and Articles 81 and 82 of the EC Treaty to ensure that any agreement they enter into, or practice they undertake, complies with the relevant competition law¹.

Methods of Selection of an Architect

- 2.3 There are a number of different selection methods through which clients can seek the services of an architect. The relative importance attached to price, competence, ability, experience and resources will help to determine the method of selection.
- 2.4 Further information about selection can be found in the RIBA – CIC publication, 'Guidance for Clients to Quality Based Selection' in the *Engaging an Architect* series. Guidance on the conduct of architectural competitions can be obtained from the RIBA Competitions Office in Leeds.
- 2.5 Members must not judge or assess any work in which they have been, or may become, directly involved.

When Competing for Work....

- 2.4 Members should ensure that they have, or will have when needed, the appropriate competence, skills and resources to meet the requirements of the work for which they are bidding.
- 2.5 When bidding for work, members should not claim experience and resources they do not have at the time. If a project requires particular skills or resources not currently available to the member's practice, he or she should explain to the potential client how and when they will be acquired.

¹ Members may find detailed guidance on the Office of Fair Trading's web-site at www.of.gov.uk.

- 2.6 Members must not seek to gain unfair advantage with the client, nor attempt to influence the client to show bias or favour.
- 2.7 Clients should be informed whenever variations in the agreed scope of works will require further fees, or significant modifications to the agreed services.