

Resent-Date: Thu, 31 Aug 1995 12:06:53 -0500
 Resent-From: elkadi@auc-cs12.eun.eg
 Date: Thu, 31 Aug 1995 19:26:50 +0300 (EET DST)
 Subject: First job done
 Resent-to: csep

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~~I sent this~~ I sent this about a week ago to the alias, I'm not sure if anyone got it!

~~I sent this~~
 =====

I took the task of summarizing two codes of ethics of other organizations and review a text on Microsoft Certification for systems engineers. Don provided me with the two codes of ethics. Unfortunatly, I could not gain access to the text on Microsoft certification, but I did get some idea about the process through Microsoft's Web pages. The certification as I can see is mainly concerned with 'competence' in Microsoft products! I did not persue that line any further since I do not think it would provide help to us in our generic coverage of competence.

Since the two codes mainly deal with ethics, not enough information was found on competence. Thinking about the issue I can say that I beleive in the following formula for competence:

Competence = expertise < knowledge < proper academic preperation
 (where '<' is read as "is acheived through")

Going to the source (i.e., proper academic preperation) I do not find any other profession full of "hackers" working professionally as in software engineering?! I beleive that all other professions that stress on competence through certification or other means require that the applicant be holding an academic degree (undergraduate and/or graduate) in the corresponding field. You will not find someone applying to take the CPA exam, the National Board exams in Medicine, or PE without being an accountant, a medical doctor, or an engineer respectively.

I'm not saying that competence can only be ensured through examinations. To me, it would be a waste of time and effort to examine a graduate of a good, accredited department! This takes us to what I think is proper for us to consider when addressing the issue of "competence" and ensuring proper academic preperation. A competent SE should have adequately covered the five areas of concentration as recommended in by the IEEE-CS/ACM joint task force report called: Computing Curricula '91. I strongly beleive that any SE who earned an academic degree that follows the guidelines of Computing Curricula '91 should be competent. What level of comptence? That can be quantified with the GPA or through an examination process. It is my opinion that when we address competence, we should make reference to the SOLID guidelines of the Computing Curricula '91 (and subsequent versions.) If we succeed to put this in our standard, we will not hear the word hackers in industry as much as we do nowadays.

In both codes of ethics, I summarized by deleting words, sentences while

care of preserving the intended purpose of the original text. The summaries provided here are not rewordings of the original text. This was done to cut on time!

I hope that this message will help stimulate the discussion and urge us to do some more work :)

Amr

===== 1st code mostly ethical =====
The first code of ethics is that of the International Association of Business Communicators. As the name implies, it is mostly ethical. Many of those issues are applicable to almost any profession including SE.

I have summarized the important points mentioned in the code that I felt would be applicable to SE ethics.

===== Summary Begins =====

THE INTERNATIONAL ASSOCIATION
OF BUSINESS COMMUNICATORS

--More--CODE OF ETHICS

The IABC Code of Ethics has been developed to provide IABC members and other communication professionals with guidelines of professional behavior and standards of ethical practice. The Code will be reviewed and revised as necessary by the Ethics Committee and the Executive Board.

COMMUNICATION AND INFORMATION DISSEMINATION

1. Communication professionals will uphold the credibility and dignity of their profession by:
 - * encouraging the practice of honest, candid, and timely communication.
2. Professional communicators will not use any information that has been generated or appropriately acquired by a business for another business "without permission."

STANDARDS OF CONDUCT

--More--

3. All international, national, and local laws and regulations must be observed, with particular attention to those pertaining to communication, such as copyright law. Industry and organizational regulations will also be observed.
4. Communication professionals will not condone any illegal or unethical act related to their professional activity, their organization and its business or the public environment in which it operates. The communicator should speak with his or her supervisor or appropriate authorities--depending on the context of the situation and one's own ethical judgment.

CONFIDENTIALITY/DISCLOSURE

5. Communication professionals will respect the confidentiality and right-to-privacy of all individuals, employers, clients and customers. Communicators must determine the ethical balance between right-to-privacy and need-to-know.

--More--6. Communication professionals will not use any confidential information gained as a result of professional activity for personal benefit or for that of others.

PROFESSIONALISM

7. Members should acknowledge that their actions reflect on themselves, their organizations and their profession.

A SYSTEM OF ENACTMENT

The code must reinforce the observance of all civil and criminal laws and regulations, yet be flexible enough for situational considerations and for seeking reform through legitimate channels.

Communication

--More--The code should be published, along with supplementary materials and a brief reference bibliography, in a folder given to each member on a one-time basis. New members joining the organization should automatically receive a Code on joining.

Include a sentence on all applications and annual renewal forms stating, "I have reviewed and pledge to uphold IABC's code of ethics and standards of professional conduct."

At least one session about ethics should be scheduled at the IABC annual conference to assist newer professionals in developing and refining their communication ethics, education and professional development.

Review Committee

Establish an ethics review committee of at least three accredited members. Non-accredited members may be appointed upon special approval by the IABC Executive and the director representing ethics on the Executive Board.

--More--The first function should be to offer an IABC member service in assisting with general ethical questions related to the profession.

The second function of the review committee would be the professional development of members on the subject of ethics, working in conjunction with IABC's professional development committee.

The third function should be to review and sanction violations of ethical conduct among members as they reflect on IABC and the communication profession.

Sanctions

It is recognized that, while the code may apply to communication professionals generally, sanctions would apply only to IABC members.

For a first violation, unless criminal activity is involved, the sanctions would be informative and educational. They would share concern over the situation, rendering opinions with the intent to

--More--help guide the member toward more professional guidance.

A second violation for the same or related offense would bring a warning, again with the intent of information and education.

A third or subsequent violation could involve a further warning, or if the situation were flagrant without serious commitment of improvement, an alternative sanction of suspension for up to one year could be given. Any decision of suspension or reinstatement must be reviewed and approved by the IABC Executive Committee and the executive board director responsible.

Source: 1990 WorldBook of IABC Communicators, International Association of Business Communicators.

===== 2nd code mostly ethical with a few exceptions =====
The second code is of the American Institute for Conservation/Code of Ethics & Guidelines for Practice. Again, it is mostly ethical but lots of issues can be applied to the practice of SE. I have commented next to such points in uppercase letters to mention the corresponding SE activity most suitable for applying the point.

In many cases I have used quotation marks to highlight important concepts within the point.

===== Summary Begins =====

AIC/Code of Ethics & Guidelines for Practice/Revised Draft, March 1994

American Institute for Conservation

CODE OF ETHICS & GUIDELINES FOR PRACTICE*

*Revised Draft, March 1994

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CODE OF ETHICS & GUIDELINES FOR PRACTICE

Preamble

The primary goal of conservation professionals, individuals with extensive training and special expertise, is the preservation of cultural property.

Code of Ethics

- I. The conservation professional shall strive to attain the highest possible standards in all aspects of conservation, including, but not limited to, preventive conservation, examination, documentation, treatment, research, and education.
- II. All actions of the conservation professional must be governed by

--More--an informed respect for the cultural property, its unique character and significance, and the people or person who created it.

- III. While recognizing the right of society to make appropriate and respectful use of cultural property, the conservation professional shall serve as an advocate for the preservation of cultural property.
 - IV. The conservation professional shall practice "within the limits of personal competence and education as well as within the limits of the available facilities."
 - V. While circumstances may limit the resources allocated to a particular situation, "the quality of work that the conservation professional performs shall not be compromised."
 - VI. The conservation professional "must strive to select methods and materials that, to the best of current knowledge", do not adversely affect cultural property or its future examination, scientific investigation, treatment, or function.
 - ~~VII~~More--The conservation professional "shall document" examination, scientific investigation, and treatment by creating permanent records and reports.
 - VIII. The conservation professional shall recognize a responsibility for preventive conservation by endeavoring to limit damage or deterioration to cultural property.
 - IX. The conservation professional shall treat all professional relationships with honesty and respect, seek to ensure the rights and opportunities of an individuals in the profession, and "recognize the specialized knowledge of others."
 - X. The conservation professional shall endeavor to "contribute" to the evolution and growth of the profession, a field of study that encompasses the liberal arts and the natural sciences. This contribution may be made by such means as continuing development of personal skills and knowledge, sharing of information and experience with colleagues, adding to the profession's written body of knowledge, and providing and promoting educational opportunities in the field.
- ...[deleted stuff]
- More--
- XII. The conservation professional shall practice in a manner that minimizes personal risks and hazards to co-workers, the public, and the environment.
 - XIII. Each conservation professional has the obligation to promote understanding of and adherence to this Code of Ethics.

Guidelines for Practice

The conservation professional should use the following guidelines and supplemental commentaries together with the AIC Code of Ethics in the pursuit of ethical practice. The commentaries are separate documents, created by the AIC membership, that are intended to amplify this document and to accommodate growth and change in the field.

Professional Conduct

~~1. Misconduct:~~ Adherence to the Code of Ethics and Guidelines for Practice is a matter of personal responsibility.

2. Disclosure: In professional relationships, the conservation professional should share complete and accurate information relating to the efficacy and value of materials and procedures.

3. Laws and Regulations: The conservation professional should be cognizant of laws and regulations that may have a bearing on professional activity.

4. Practice: Regardless of the nature of employment, the conservation professional should follow appropriate standards for safety, security, contracts, fees, and advertising.

5. Communication: Communication between the conservation professional and the owner, custodian, or authorized agent of the cultural property is essential to ensure an agreement that reflects shared decisions and realistic expectations.

6. Consent: The conservation professional should act only with the consent of the owner, custodian, or authorized agent.

--More--

7. Confidentiality: Except as provided in the Code of Ethics and Guidelines for Practice, the conservation professional should consider relationships with an owner, custodian, or authorized agent as confidential.

8. Supervision: The conservation professional is responsible for work delegated to other professionals, students, interns, volunteers, subordinates, or agents and assignees.

9. Education: Within the limits of knowledge, ability, time, and facilities, the conservation professional is encouraged to become involved in the education of conservation personnel.

10. Consultation: Since no individual can be expert in every aspect of conservation, it may be appropriate to consult with colleagues or, in some instances, to refer the owner, custodian, or authorized agent to a professional who is more experienced or better equipped to accomplish the required work. If the owner requests a second opinion, this request must be respected.

11. Recommendations and References: The conservation professional should ~~not~~ provide recommendations without direct knowledge of a colleague's competence and experience.

12. Adverse Commentary: A conservation professional may be required to testify in legal, regulatory, or administrative proceedings concerning allegations of unethical conduct.

13. Misconduct: Allegations of unethical conduct should be reported in writing to the AIC president.

14. Conflict of Interest: The conservation professional should avoid situations in which there is a potential for a conflict of interest that may affect the quality of work, lead to the dissemination of false information, or give the appearance of impropriety.

15. Related Professional Activities: The conservation professional should be especially mindful of the considerable potential for conflict of interest in activities such as authentication, appraisal, or art dealing.

Examination and Scientific Investigation

--More--

16. Justification: Careful examination of cultural property forms the basis for all future action by the conservation professional.
[SYSTEMS ANALYSIS]
17. Sampling and Testing: Prior consent must be obtained from the owner, custodian, or agent before any material is removed from a cultural property.
[CONTRACTS, SIMULATION, PROTOTYPING]
18. Interpretation: Declarations of age, origin, or authenticity should be made only when based on sound evidence.
[DATA COLLECTION, ANALYSIS, AND SPECIFICATION]
19. Scientific Investigation: The conservation professional should follow "accepted scientific standards and research protocols."
[NO ADD-HOC TECHNIQUES AS THE NORM, USE AUTHENTIC DEVELOPMENT TECHNIQUES AND RESORT TO ADD-HOC ONES ONLY WHEN ALL ELSE FAILS]

Preventive Conservation

20. ~~Mo~~ Preventive Conservation: The conservation professional should recognize the critical importance of preventive conservation as the most effective means of promoting the long-term preservation of cultural property.
[USE STANDARD DEVELOPMENT TECHNIQUES, DOCUMENTATION TECHNIQUES, AND CODING STYLES TO EASE MAINTENANCE]

Treatment

21. Suitability: The conservation professional performs within a continuum of care and will rarely be the last entrusted with the conservation of a cultural property.
[S/W TESTING AND DEBUGGING]
22. Material and Methods: The conservation professional is responsible for choosing materials and methods appropriate to the objectives of each specific treatment and consistent with currently accepted practice.
[CHOICE OF TESTING METHODOLOGY]
23. Compensation for Loss: Any intervention to compensate for loss should be documented in treatment records and reports and should be detectable by common examination methods.
[CONTRACTS FOR MAINTENANCE]

Documentation

24. Documentation: The conservation professional has "an obligation to" produce and maintain accurate, complete, and permanent records of examination, sampling, scientific investigation, and treatment. When appropriate, the records should be both written and pictorial.
25. Documentation of Examination: Before any intervention, the conservation professional should make a thorough examination of the cultural property and create appropriate records.
26. Treatment Plan: Following examination and before treatment, the conservation professional should prepare a plan describing the course of treatment.
[PRODUCE A TEST PLAN BEFORE CONDUCTING TESTING]
27. Documentation of Treatment: During treatment, the conservation professional should maintain dated documentation that includes a record or description of techniques or procedures involved,

--Materials used and their composition, the nature and extent of all alterations, and any additional information revealed.

28. Preservation of Documentation: Documentation is an invaluable part of the history of cultural property and should be produced and maintained as permanently as practicable.

Emergency Situations

29. Emergency Situations: Emergency situations can pose serious risks of damage to or loss of cultural property that may warrant immediate intervention on the part of the conservation professional.

Amendments

Amendments: Proposed amendments to the Code of Ethics and Guidelines for Practice must be initiated by petition to the AIC Board of Directors from at least five members who are Fellows or Professional Associates of AIC.

Commentaries

Commentaries: Commentaries are prepared or amended by specialty groups, task forces, and appropriate committees of AIC. A review process shall be undergone before final approval by the AIC Board of Directors.

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