



**DATA PRIVACY & GOVERNANCE SOCIETY**

**THE CODE OF ETHICS AND PROFESSIONAL CONDUCT FOR THE DATA PRIVACY AND GOVERNANCE SOCIETY OF KENYA.**

**1) INTRODUCTION**

At the heart of every successful organization is a common understanding of the manner in which to conduct oneself as well as the harmony of many parts that contribute positively towards the whole. In seeking this harmony, we must set forth the standards that govern our conduct and demarcate the rules that guide our actions. We encourage our members to not only abide by the guidelines that are set out for our society, but to also introduce a spirit of positivity in the practice of these rules that will see the society rise to unprecedented heights within our space. Our code of conduct is derived and founded from core values & principles of Honesty, Fairness, Unbiased and Diligence that is essential that we all adhere to.

**2) VISION AND PURPOSE**

DPGSK members will be committed to doing what is right and honourable and will set high standards for ourselves as in all aspects of our lives. This Code of Ethics and Professional Conduct describes the expectations that we have of ourselves and those who wish to join our prestigious society. It articulates the ideals to which we aspire to as well as the conduct that is mandatory in our daily interaction with each other.

The purpose of this Code is to guide our day-to-day interactions and assist us in making informed decisions, particularly when faced with difficult and/or conflicting situations where we may be at a crossroads threatening to compromise our integrity or our values.

**3) THE CODE APPLIES TO:**

- a) All members of DPGSK.
- b) All individuals who have made a formal application seeking to join the society and are in the process of being vetted and accepted into the society.

**4) IMPLEMENTATION**

- a) Responsibility for the content of this Code of Conduct and the supervision of its operation rests with the DPGSK Committee. The Committee will review and update this document at least every two years and consider any breaches, either alleged or actual.
- b) Responsibility for implementation of the Code rests with the Committee and the Code shall be communicated through the member onboarding portal. Compliance is therefore a condition of membership.

**5) DUTIES AND OBLIGATION**

Members of DPGSK voluntarily agree and commit to conduct themselves in a manner that supports and abide by the duties and obligation described below. Members shall:

- a) Contribute to the development and furtherance of the Access-to-information, Protection of Privacy, Data Protection, and Information Governance Profession (the “Profession”) through practice, research, teaching, administration, and advocating on behalf of the Profession and the society.
- b) Abide by principles set out in Chapter Six of the Kenyan Constitution.
- c) Maintain competence to be able to carry out professional responsibilities and provide services in a manner that is honest, fair, unbiased, and diligent.
- d) Only accept engagements and assignments that are within the limits of their own knowledge, experience, and skill, and which they have a reasonable expectation of completing with professional competence, integrity, and objectivity, and in a timely manner.
- e) Not engage in conduct that could bring the Profession into disrepute or could compromise professional responsibility or personal integrity.

- f) Seek assistance and/or recommend the service of other qualified professionals when requested to provide services beyond their own level of competence.
- g) Handle DPGSK assets with care and take all reasonable measures to ensure protection against loss, theft, damage, misuse, or cyber-attack.
- h) Support, promote, and apply the principles of human rights, equity, dignity, and respect in their work and conduct.
- i) Adhere to laws, regulations, and bylaws that relate to the Profession, whether directly or indirectly, as well as all civil and criminal laws, regulations, and statutes; and avoid engaging in or condoning any activity expected or intended to circumvent the clear intention of the letter or spirit of law.
- j) Improve their professional competence by continually striving to increase their proficiency through relevant and meaningful education and experience, and by engaging in activities that enhance knowledge, skills, training and competencies, and the credibility and value of the Profession, and which foster the kinds of professional standards that merit the public's trust.