

INPP Ethics Committee Policies and Procedures

The Ethics Committee: Structure

Three volunteer committee members will be elected by INPP Principals and the INPP Director for a three-year term. The Director of INPP-International shall designate a “Chairman of the Ethics Committee” (and retains final approval of recommendations). Eligibility assumes that disciplinary action has never been taken against volunteers.

The Ethics Committee shall function as an advisory panel to assist with grievances within the INPP community. The Committee shall base its actions on applicable governmental laws and regulations, The INPP Code of Ethics, and The INPP Ethics Committee Policies and Procedures. All decisions shall be made by majority vote of committee members. The Committee may adopt rules and procedures governing the conduct of all matters within its jurisdiction, and may amend such rules from time to time upon unanimous vote of Committee members followed by majority vote of Principals. Amendments to the Policies and Procedures must be ratified by the Director of INPP-International. At no point may amendments be changed to cover current cases. Additional duties of the Ethics Committee include supervision of the quality of research or material for publication as well as ethical considerations for research proposals based on The INPP Method or using data collected in the course of a) INPP practice b) use of INPP Schools Programme.

The Committee shall meet once every year at an INPP-related event or at the request of the Director if time-sensitive matters exist. A quorum of such meetings shall consist of the majority of the Committee members.

Policies and Procedures

The following policies and procedures are designed to protect the general public, INPP and the members of the INPP community by providing a means to address grievances.

Grievance’s shall be in written form via electronic mail and submitted to the INPP Principal in the country where the dispute arises for preliminary review. In the event that there is no Principal in that country the grievance shall be sent directly to the Chairman of the Ethics Committee.

PHASE I

The INPP Principal will review the grievance to determine if just cause exists to investigate further. In the event that no just cause is found to support the grievance then the individual who brought the grievance hereinafter referred to as the “Complainant” will receive notification that no action will be taken by INPP.

Just cause is defined as conduct that could reasonably be seen as violative of the INPP Code of Ethics including but not limited to breaches of contractual obligations within the INPP Training Contract, INPP Licentiate Agreement, and the INPP Principal Agreement. Grievances can also be defined as infringement(s) on the proprietary rights of INPP International and The INPP Method.

INPP Ethics Committee Policies and Procedures (cont'd)

PHASE II

Upon a finding of just cause by the INPP Principal the grievance will be forwarded to the member of the INPP community who is the subject of the grievance hereinafter defined as the "Respondent." The grievance will be forwarded via electronic mail to the Respondent who will have (20) twenty calendar days to respond to the grievance. The response shall be sent via electronic mail to the INPP Principal and copied to the Complainant. The Complainant will then have (10) ten calendar days to file a rebuttal to the response received from the Respondent if the Complainant chooses to do so. After the 10 days have passed, the INPP Principal will review the documents submitted and render a ruling in the form of a dismissal of the grievance or a referral to the Ethics Committee. The INPP Principal will write to the Ethics Committee documenting the findings and reasons for any recommendations if further action need to be taken against the Respondent.

PHASE III

The Ethics Committee will independently review the documents submitted by the Complainant and the Respondent in addition to the referral to the Ethics Committee from the INPP Principal thereby creating a system of checks and balances. If the Ethics Committee agrees with the findings of the INPP Principal, disciplinary actions will be taken and can be in the form of a warning or advisory letter addressed to the Respondent with directives to remediate the issue(s) and can possibly mandate additional training or supervision. In more serious cases probation, suspension or permanent expulsion from the INPP community may be warranted. Notification of final disposition of a matter shall include the ethical standard(s) that were determined to be violated, ethical standard(s) not violated if any, and the action(s) necessary to resolve the issue(s), including a statement that directives were issued. When the Director, Chairperson or Committee decides that notification of other parties is necessary for the protection of the public or of the reputation and goodwill of INPP-International, the Director shall communicate the final disposition to those individuals or groups identified. In cases in which the respondent is determined to be a serious threat to public welfare by majority vote of the Committee, the Chairperson can inform the appropriate parties of the investigation into unethical behavior only when to do so before final adjudication seems necessary to protect the public.

The Committee may require such other corrective actions as may be necessary to remedy a violation, protect the public or protect the interests of INPP. Such a directive may/may not include a requirement that the respondent make a monetary payment to INPP or persons affected by the conduct.

COOPERATION REQUIRED

By entering the INPP community the individual is agreeing to abide by the process delineated above. Respondent is expected to cooperate fully and in a timely manner with the process outlined herein. Failure to comply shall not prevent continuation of any proceedings and itself constitutes a violation of the Code of Ethics that may warrant expulsion.