



South African  
Lobbying Association

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# PROFESSIONAL CODE OF CONDUCT

**Standards for Responsible Lobbying, Government Relations and Public Affairs**

**2026**

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## PREAMBLE

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South Africa's constitutional democracy is founded on the values of human dignity, the achievement of equality, the advancement of human rights and freedoms, non-racialism, non-sexism, the supremacy of the Constitution and the rule of law, universal adult suffrage, regular elections, accountability, responsiveness and openness.

Public participation in legislative, executive and administrative decision-making is an essential feature of this constitutional order.

The Constitution of the Republic of South Africa, 1996, recognises rights and establishes institutions that enable individuals, businesses, organised labour, civil society organisations, professional bodies and communities to participate meaningfully in decision-making processes.

Lobbying, government relations and public affairs are legitimate professional activities that facilitate such participation by communicating information, expertise, evidence and policy perspectives to public institutions in support of informed public and democratic governance decision-making.

Professional lobbying strengthens democratic governance when conducted lawfully, ethically and transparently. It contributes to better legislation, improved regulation and more effective public administration by ensuring that decision-makers have access to relevant information, practical experience and diverse viewpoints before exercising public powers or performing public functions.

The legitimacy of lobbying depends upon the integrity with which it is practised. Lobbying shall never be used to secure improper advantage, undermine the independence of public institutions, compromise the impartial exercise of public power or facilitate corruption, influence peddling or any other improper conduct.

The South African Lobbying Association ("SALA") is committed to advancing lobbying, government relations and public affairs as recognised professions founded upon integrity, professionalism, accountability and constitutional governance.

This Code establishes the professional standards expected of every Member of SALA. It promotes responsible self-regulation and complements the Constitution, applicable legislation and recognised principles of good governance.

The Code is informed by the constitutional values contained in section 1 of the Constitution, the rights protected in sections 16 to 19, the constitutional commitment to participatory democracy reflected in sections 59, 72 and 118, and the basic values and principles governing public administration contained in section 195.

Membership of SALA signifies a commitment to conduct lobbying professionally, responsibly and in a manner that strengthens public confidence in democratic institutions and the lobbying profession.

## PART I

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### PURPOSE AND APPLICATION

#### 1. Purpose

- 1.1. The purpose of this Code is to –
- a) promote lawful, responsible, ethical and professional lobbying, government relations and public affairs practice;
  - b) uphold the integrity, independence and legitimacy of public decision-making;
  - c) strengthen confidence in lobbying as a legitimate component of South Africa's constitutional democracy;
  - d) establish consistent professional standards for Members of SALA;
  - e) promote accountability, transparency and ethical leadership within the profession;
  - f) provide a practical framework for professional self-regulation; and
  - g) support public confidence in the conduct of Members and the reputation of the profession.

#### 2. Application

- 2.1. This Code applies to –
- a) every individual Member of SALA;
  - b) every organisational Member of SALA;
  - c) every director, partner, employee, consultant or representative acting on behalf of a Member in the conduct of lobbying, government relations or public affairs activities.
- 2.2. Organisational Members shall take reasonable steps to ensure that persons acting on their behalf comply with this Code.

#### 3. Scope

- 3.1. This Code applies to professional activities including –
- a) lobbying;
  - b) government relations;
  - c) parliamentary engagement;
  - d) legislative advocacy;
  - e) regulatory engagement;
  - f) public affairs;
  - g) public policy advocacy;
  - h) stakeholder engagement undertaken for the purpose of influencing public policy, legislation, regulation, administrative and/or governance decision-making.
- 3.2. This Code applies irrespective of whether such activities are undertaken directly or through another person acting on behalf of a Member.

#### 4. Relationship with Law

- 4.1. This Code complements, and does not replace –
- a) the Constitution of the Republic of South Africa, 1996;
  - b) applicable legislation, laws and statutes of the Republic of South Africa;
  - c) lawful requirements imposed by public institutions;
  - d) any other legal obligation binding upon a Member.

- 4.2. Compliance with the law constitutes the minimum standard expected of every Member.
- 4.3. Where this Code establishes a higher professional standard than that required by law, Members shall strive to comply with this Code in addition to the minimum requirements set by law.

## **5. Interpretation**

- 5.1. This Code shall be interpreted in a manner that –
  - a) promotes the spirit, purport and objects of the Constitution of the Republic of South Africa, 1996;
  - b) advances accountability, responsiveness, openness and participatory democracy;
  - c) supports ethical leadership and good governance;
  - d) protects the legitimacy of lobbying as a professional activity;
  - e) upholds the integrity and independence of public institutions; and
  - f) gives effect to the objects of SALA.
- 5.2. Where uncertainty exists regarding the application of this Code, Members shall exercise professional judgement in a manner that best promotes Constitutional governance, ethical conduct and public confidence in the profession.

# **PART II**

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## **CORE PRINCIPLES**

### **6. Integrity**

- 6.1. Members shall act honestly, independently and in good faith in every professional engagement.
- 6.2. Members shall avoid conduct that compromises, or could reasonably be perceived to compromise, the integrity of public decision-making, Constitutional institutions, state organs, public bodies, public office bearers, elected representatives, civil servants, public officials, political appointees or the lobbying profession.

### **7. Rule of Law**

- 7.1. Members shall uphold the Constitution and comply with all applicable legislation.
- 7.2. Members shall not encourage, facilitate or knowingly participate in unlawful conduct or conduct intended to circumvent lawful constitutional, legislative, executive or administrative processes.

### **8. Professionalism**

- 8.1. Members shall perform their professional responsibilities competently, diligently, responsibly and with sound judgement.
- 8.2. Members shall maintain the knowledge, skills and judgement reasonably necessary to provide competent lobbying, government relations and public affairs services.

8.3. Members shall undertake only those engagements that they are capable of performing professionally.

## **9. Transparency**

9.1. Members shall engage openly and honestly with public institutions.

9.2. Members shall accurately identify themselves, the organisation they represent and, where appropriate, the client or interests on whose behalf they are acting, subject to lawful obligations of confidentiality.

9.3. Members shall not conceal or misrepresent the purpose of an engagement or lobbying activity.

## **10. Independence**

10.1. Members shall exercise objective and independent professional judgement.

10.2. Members shall not permit financial interests, political affiliations, personal relationships or external pressure to compromise their professional responsibilities.

10.3. Members shall neither claim nor imply that public and/or governance decisions may be secured through privileged access, personal relationships or improper influence.

## **11. Respect for Constitutional Institutions**

11.1. Members shall respect the Constitutional roles, powers and institutional independence of the Executive, Parliament, Provincial Legislatures, Municipal Councils, organs of state, constitutional institutions and public entities.

11.2. Members shall not engage in conduct intended to undermine lawful public and/or governance decision-making processes or the Constitutional responsibilities of public office-bearers, elected representatives, civil servants, public officials and/or political appointees.

## **12. Accountability**

12.1. Members are accountable for their professional conduct and for representations made on behalf of clients.

12.2. Members shall take reasonable steps to ensure that information communicated to public institutions is accurate in all material respects.

12.3. Where a Member becomes aware that material information previously communicated is inaccurate or misleading, the Member shall take reasonable steps to correct the record without undue delay.

## **13. Public Interest**

13.1. Members represent legitimate client interests within South Africa's constitutional democracy.

13.2. In doing so, Members shall conduct lobbying in a manner that supports informed public decision-making, Constitutional governance and confidence in democratic institutions.

13.3. The representation of legitimate client interests does not justify conduct inconsistent with this Code or the Constitution.

## PART III

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### STANDARDS OF PROFESSIONAL CONDUCT

#### 14. General Standard

- 14.1. Members shall conduct lobbying, government relations and public affairs professionally, honestly, responsibly, in good faith and without ulterior motive/s and avoidance of deliberate unintended negative consequences to the profession, the Constitution and its laws, the Republic, its institutions and the public.
- 14.2. Professional conduct shall be consistent with the Constitution, applicable law, this Code and the objects of SALA.
- 14.3. Members shall exercise professional judgement in a manner that upholds the integrity of the profession and South Africa's constitutional system of democratic governance.

#### 15. Professional Competence

- 15.1. Members shall maintain the knowledge, skills and professional capability reasonably necessary to perform their responsibilities competently.
- 15.2. Members shall keep abreast of developments relevant to their professional practice, including constitutional law, parliamentary and legislative processes, public administration, governance and applicable regulatory frameworks, in the discharge of their professional practice.
- 15.3. Members shall not accept or continue an engagement where they lack the competence or resources reasonably necessary to perform it professionally.

#### 16. Honesty and Accuracy

- 16.1. Members shall communicate honestly and accurately in all professional engagements.
- 16.2. Members shall—
  - a) present information that they reasonably believe to be accurate;
  - b) distinguish clearly between fact, opinion and advocacy;
  - c) avoid false, misleading or deceptive representations;
  - d) avoid material omissions that are intended to mislead;
  - e) promptly correct material inaccuracies when they become aware of them; and
  - f) not engage propaganda, sensationalism, slander and/or libel.
- 16.3. Members shall not knowingly rely upon fabricated, manipulated or materially misleading information.

#### 17. Professional Judgement

- 17.1. Professional judgement is fundamental to responsible lobbying.
- 17.2. Members shall exercise judgement that is objective, independent and proportionate, taking into account –
  - a) the Constitution of the Republic of South Africa, 1996;
  - b) applicable law of the Republic of South Africa;

- c) this Code;
- d) the legitimate interests of the client;
- e) the integrity of public institutions; and
- f) the broader public interest in accountable and transparent governance.

17.3. Professional judgement shall not be compromised by financial considerations, material conditions, political affiliations, personal relationships or other improper influences.

## **18. Diligence**

18.1. Members shall act diligently in representing legitimate client interests.

18.2. Members shall –

- a) prepare adequately for engagements;
- b) understand the issues on which they are instructed;
- c) pursue agreed objectives professionally;
- d) communicate material developments to clients within a reasonable time; and
- e) perform engagements with appropriate care and attention.

18.3. Diligence does not justify conduct inconsistent with this Code.

## **19. Respectful Conduct**

19.1. Members shall engage with all persons and institutions courteously, professionally, ethically and in good faith.

19.2. Members shall not engage in conduct that is abusive, intimidating, discriminatory, threatening or otherwise inconsistent with professional standards.

19.3. Members shall respect differing viewpoints and promote constructive engagement.

## **20. Responsible Advocacy**

20.1. Members shall advocate on behalf of clients while respecting Constitutional institutions, state organs, public bodies, public office bearers, elected representatives, civil servants, public officials, political appointees and democratic processes.

20.2. Responsible advocacy requires Members to –

- a) present arguments honestly;
- b) support representations with credible information where reasonably practicable;
- c) acknowledge material limitations in evidence where known;
- d) avoid exaggeration, misrepresentation and/or misinformation; and
- e) refrain from conduct intended to improperly influence or mislead public and/or governance decision-making.

## **21. Professional Representation**

21.1. Members shall accurately represent –

- a) their qualifications;
- b) professional experience;
- c) organisational capability;
- d) authority to act; and
- e) the nature of services they provide.

- 21.2. Members shall not exaggerate and/or misrepresent their influence, access or ability to secure public decisions.
- 21.3. Members shall not guarantee legislative, public policy, executive, regulatory, administrative and/or political outcomes.

**22. Responsibility to the Profession**

- 22.1. Members shall uphold the reputation, credibility and legitimacy of the lobbying profession.
- 22.2. Members shall avoid conduct likely to bring SALA or the profession into disrepute.
- 22.3. Members should encourage ethical conduct within the profession and support the continuous improvement of professional standards.

## **PART IV**

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### **ENGAGEMENT WITH PUBLIC INSTITUTIONS**

**23. General Standard**

- 23.1. Members shall engage with public institutions openly, honestly and professionally.
- 23.2. Engagement shall facilitate informed public decision-making and shall respect the constitutional responsibilities of public office-bearers, elected representatives, civil servants, public officials and institutions.

**24. Identification**

- 24.1. Members shall accurately identify –
  - a) themselves;
  - b) the organisation they represent; and
  - c) where appropriate, the client or interests on whose behalf they are acting.
- 24.2. Members shall not conceal or misrepresent their identity, authority or purpose.

**25. Purpose of Engagement**

- 25.1. Members shall be candid regarding the purpose of any engagement with a public institution and its representatives.
- 25.2. Members shall not obtain meetings, access or information through unconstitutional, unlawful, false, misleading or deceptive representations.

**26. Respect for Constitutional Processes**

- 26.1. Members shall respect the Constitutional, legislative and administrative processes governing public and governance decision-making.
- 26.2. Members shall not seek to circumvent lawful procedures or undermine the constitutional responsibilities of Parliament, the Executive, Provincial Legislatures, Municipal Councils, organs of state, constitutional institutions or public entities.

## **27. Institutional Integrity**

- 27.1. Members shall conduct themselves in a manner that strengthens confidence in the integrity, impartiality and effectiveness of public institutions.
- 27.2. Members shall not knowingly encourage or assist any person exercising a public power or performing a public function to act inconsistently with the Constitution of the Republic of South Africa (1996), applicable legislation or accepted standards of ethical public administration.

## **28. Improper Influence**

- 28.1. Members shall not directly or indirectly –
  - a) offer, solicit and/or facilitate any improper inducement;
  - b) engage in bribery, corruption, influence peddling, racketeering and/or state capture;
  - c) exploit confidential information unlawfully;
  - d) misuse privileged access;
  - e) seek preferential treatment inconsistent with principles of fairness and legality; or
  - f) represent that public decisions may be secured through personal relationships, political patronage or other improper means.
- 28.2. Professional influence derives from the quality of information, expertise and judgement contributed to public decision-making.

## **29. Gifts, Hospitality and Benefits**

- 29.1. Members shall neither offer nor accept any gift, hospitality or other benefit that could reasonably be regarded as compromising, or creating the appearance of compromising –
  - a) independent professional judgement;
  - b) the impartial exercise of a public power or public function;
  - c) public confidence and trust in the integrity of public decision-making; and
  - d) public confidence and trust in the integrity of public institutions.
- 29.2. Reasonable hospitality that is lawful, proportionate, transparent and consistent with applicable organisational policies is not prohibited.

## **30. Confidential Government Information**

- 30.1. Members shall not knowingly obtain, disclose or use confidential government information where doing so would be unlawful or inconsistent with this Code.
- 30.2. Members shall respect statutory confidentiality obligations, legal privilege, the Protection of Personal Information Act, 2013, the Promotion of Access to Information Act, 2000, and any other applicable legal obligations governing information.

## **31. Former Public Office**

- 31.1. Members who have previously held public office shall not improperly use confidential information, privileged access or relationships acquired through public service to obtain an unfair professional advantage.
- 31.2. Members shall comply with any applicable statutory or contractual post-employment restrictions.
- 31.3. Former public office shall not be represented as conferring an entitlement to favourable public and/or governance decisions.

## PART V

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### CLIENT ENGAGEMENT, PROFESSIONAL JUDGEMENT AND CONFLICTS OF INTEREST

#### **32. General Standard**

- 32.1. Members shall accept and conduct engagements only where they are able to act lawfully, independently and consistently with this Code.
- 32.2. Members shall exercise professional judgement objectively and in good faith, having regard to the Constitution of the Republic of South Africa (1996), applicable law, the legitimate interests of the client, the integrity of public institutions, the independence of public representatives and officials and the reputation of the profession.

#### **33. Acceptance of Engagements**

- 33.1. Before accepting an engagement, a Member shall satisfy themselves, on reasonable grounds, that –
- a) the engagement is lawful;
  - b) the objectives are capable of being pursued lawfully, ethically and professionally;
  - c) the Member possesses, or can reasonably obtain, the competence and resources necessary to undertake the engagement;
  - d) no unmanaged conflict of interest exists; and
  - e) the engagement is consistent with this Code.
- 33.2. Members shall not accept instructions that require unlawful, dishonest or unethical conduct.

#### **34. Scope of Engagement**

- 34.1. Members shall establish a clear understanding with the client regarding –
- a) the objectives of the engagement;
  - b) the services to be provided;
  - c) the respective responsibilities of the Member and the client;
  - d) any material legal, ethical or governance considerations relevant to the engagement.
- 34.2. Members shall not exceed the authority granted by the client.

#### **35. Professional Advice**

- 35.1. Members shall provide lawful, candid, objective and independent professional advice.
- 35.2. Where proposed conduct presents legal, ethical, governance or reputational risks, Members shall advise the client accordingly.
- 35.3. Members shall not knowingly encourage or assist a client to pursue conduct that is inconsistent with the Constitution of the Republic of South Africa (1996), applicable law or this Code.

#### **36. Independence**

- 36.1. Members owe a professional duty to exercise independent judgement.
- 36.2. Members shall not allow –
- a) financial incentives;

- b) political affiliation, bias, and/or views;
- c) personal relationships;
- d) commercial pressure;
- e) prospective business opportunities; or
- f) any other improper consideration, to compromise their professional advice, conduct and/or judgement.

### **37. Conflicts of Interest**

- 37.1. Members shall identify, disclose and appropriately manage actual, potential and perceived conflicts of interest.
- 37.2. A conflict exists where a Member's professional judgement may reasonably be regarded as being impaired by competing personal, professional, financial, material or organisational interests.
- 37.3. Members shall establish procedures appropriate to their practice to identify and manage conflicts before accepting and throughout the duration of an engagement.

### **38. Conflicting Engagements**

- 38.1. Members shall not represent competing interests in the same matter where doing so would materially impair independent professional judgement or prejudice the interests of a client.
- 38.2. Where a conflict arises after an engagement has commenced, the Member shall take appropriate steps to manage the conflict or withdraw from the engagement where effective management is not reasonably possible.

### **39. Confidentiality**

- 39.1. Members shall preserve the confidentiality of information obtained in the course of professional engagements.
- 39.2. Confidential information shall not be disclosed or used –
- a) without lawful authority;
  - b) without the informed consent of the client; or
  - c) except where disclosure is required by law.
- 39.3. The obligation of confidentiality continues after the termination of the professional engagement and in terms of the respective contractual provision.

### **40. Withdrawal from Engagement**

- 40.1. A Member shall decline or withdraw from an engagement where –
- a) continued representation would require conduct inconsistent with this Code – including competency, professionalism and judgement;
  - b) the client insists upon unlawful or unethical conduct;
  - c) a material conflict of interest cannot be effectively managed;
  - d) the Member's independence has been materially compromised; or
  - e) the Member is no longer able to provide competent professional services.
- 40.2. Where reasonably practicable, the Member shall take appropriate steps to minimise unnecessary prejudice to the client arising from the withdrawal.

## PART VI

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### POLITICAL ACTIVITY AND THE PUBLIC INTEREST

#### **41. Political Participation**

- 41.1. Nothing in this Code limits a Member's Constitutional right to participate in political activities in a personal capacity.
- 41.2. Members shall ensure that personal political activities do not compromise, or reasonably appear to compromise, their professional independence or responsibilities under this Code.

#### **42. Political Contributions**

- 42.1. Members shall not make, solicit, facilitate or arrange political contributions, sponsorships or donations for the purpose of obtaining improper influence over legislative, executive, regulatory, governance and/or administrative decision-making.
- 42.2. Lawful political participation shall not be represented as creating an entitlement to favourable public decisions or preferential access.

#### **43. Participatory Democracy**

- 43.1. Members recognise that lobbying, government relations and public affairs contribute to participatory democracy by enabling lawful engagement between public institutions and those affected by public policy.
- 43.2. Members shall conduct such activities in a manner that promotes informed public decision-making, accountability, transparency and openness.
- 43.3. Members shall not knowingly undermine public participation processes established by the Constitution and/or legislation.

#### **44. Public Interest**

- 44.1. Members represent legitimate private, commercial, sectoral, sovereign, civil society, organisational and/or community interests.
- 44.2. In doing so, Members shall recognise that public decisions must ultimately be taken independently by those entrusted under the Constitution of the Republic of South Africa (1996) and applicable legislation to exercise public powers or perform public functions.
- 44.3. Members shall not seek to substitute private interests for the Constitutional responsibilities of public decision-makers.

#### **45. Institutional Integrity**

- 45.1. Members shall support the integrity, impartiality and effectiveness of Parliament, the Executive, Provincial Legislatures, Municipal Councils, organs of state, constitutional institutions and public entities.
- 45.2. Members shall not encourage, assist or induce any person exercising a public power or performing a public function to act contrary to –

- a) the Constitution of the Republic of South Africa 1996;
- b) applicable legislation;
- c) fiduciary duties;
- d) ethical obligations applicable to public office; or
- e) accepted standards of public administration.

#### **46. Responsible Advocacy**

- 46.1. Members shall pursue client objectives responsibly.
- 46.2. Members shall not advance client interests through –
- a) deception;
  - b) intimidation;
  - c) coercion;
  - d) unlawful disclosure or misuse of confidential information;
  - e) bribery, corruption and/or state capture;
  - f) improper inducement; or
  - g) any conduct inconsistent with constitutional governance or this Code.
- 46.3. Members shall recognise that the legitimacy of lobbying derives not from access to public and/or political power but from the quality, integrity and independence of the information, expertise and professional judgement contributed to public decision-making.

## **PART VII**

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### **ORGANISATIONAL GOVERNANCE**

#### **47. Organisational Responsibility**

- 47.1. Organisational Members shall establish and maintain governance arrangements appropriate to the size, complexity and nature of their lobbying, government relations and public affairs practice and activities.
- 47.2. Such arrangements shall promote responsible and ethical conduct, accountability, professional oversight and compliance with this Code.

#### **48. Ethical Leadership**

- 48.1. Leaders of Member organisations shall demonstrate ethical leadership by –
- a) promoting a culture of integrity and professionalism;
  - b) ensuring that ethical considerations form part of organisational decision-making;
  - c) supporting independent professional judgement;
  - d) responding appropriately to misconduct; and
  - e) fostering an environment in which ethical concerns may be raised without fear of retaliation.

#### **49. Governance Policies**

- 49.1. Organisational Members shall maintain policies and procedures, proportionate to the nature and scale of their activities, addressing –

- a) conflicts of interest;
- b) client acceptance;
- c) confidentiality and information management;
- d) gifts, hospitality and benefits;
- e) record management;
- f) ethical decision-making; and
- g) compliance with this Code.

49.2. Policies shall be reviewed periodically to ensure that they remain appropriate and effective for the purposes of this Code.

## **50. Professional Development**

50.1. Members shall maintain and continually develop the knowledge, skills and competencies reasonably required for responsible lobbying, government relations and public affairs practice.

50.2. Organisational Members should encourage continuing professional development and provide appropriate opportunities for training in –

- a) Constitutional governance;
- b) public administration;
- c) ethics;
- d) anti-corruption;
- e) parliamentary and legislative processes;
- f) public policy and regulatory practice; and
- g) professional standards.

## **51. Information Management**

51.1. Members shall establish appropriate systems to safeguard –

- a) confidential information;
- b) personal information;
- c) client records;
- d) organisational records; and
- e) information received from public institutions.

51.2. Information shall be retained, used and disposed of in accordance with applicable law and recognised standards of good governance.

## **52. Record Keeping**

52.1. Members may maintain records reasonably necessary to demonstrate –

- a) the scope of engagements;
- b) client instructions;
- c) material representations made to public institutions;
- d) conflict management decisions; and
- e) compliance with this Code.

52.2. The extent of record keeping shall be determined by the Member and proportionate to the Member's activities and shall respect lawful confidentiality obligations.

## **53. Responsible Use of Technology**

53.1. Members shall use digital technologies, including artificial intelligence and electronic communications, responsibly and professionally.

53.2 Members remain accountable for the accuracy, integrity and appropriateness of information communicated on their behalf, irrespective of the technology used to prepare or disseminate it.

- 53.3. Members shall not knowingly use technology to –
- a) disseminate false or misleading information;
  - b) impersonate another person or organisation;
  - c) conceal the true source of communications where disclosure is reasonably required;
  - d) manipulate public consultation processes dishonestly; or
  - e) otherwise undermine the integrity of public decision-making.

## **PART VIII**

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### **COMPLIANCE, ACCOUNTABILITY AND ENFORCEMENT**

#### **54. Compliance**

54.1 Compliance with this Code is a condition of membership of the South African Lobbying Association.

54.2 Every Member is responsible for understanding and complying with both the letter and the spirit of this Code.

#### **55. Duty to Cooperate**

55.1. Members shall cooperate with any lawful process established under the Constitution of the South African Lobbying Association to consider an alleged breach of this Code.

55.2. Nothing in this Article requires disclosure of information protected by legal professional privilege or information that a Member is prohibited by law from disclosing.

#### **56. Reporting Misconduct**

56.1. Members who become aware of conduct by another Member that reasonably appears to constitute a serious breach of this Code should report such conduct in accordance with the Constitution or disciplinary procedures of South African Lobbying Association.

56.2. Members shall not make complaints that are knowingly false, malicious or frivolous.

#### **57. Complaints**

57.1. Complaints concerning alleged breaches of this Code shall be dealt with in accordance with the Constitution and disciplinary procedures of South African Lobbying Association.

57.2 All complaints shall be considered –

- a) fairly;
- b) impartially;
- c) confidentially, where appropriate;
- d) within a reasonable time; and
- e) in accordance with the principles of procedural fairness.

## **58. Investigations**

- 58.1. Where the South African Lobbying Association determines that an investigation is warranted, it may investigate an alleged breach in accordance with its Constitution and disciplinary procedures.
- 58.2. Members shall provide reasonable assistance during an investigation, subject to applicable legal rights and obligations.

## **59. Determination**

- 59.1. In determining whether a breach has occurred, regard may be had to –
- a) the provisions of this Code;
  - b) the objects of the South African Lobbying Association;
  - c) the Constitution of the Republic of South Africa 1996;
  - d) applicable legislation;
  - e) recognised principles of ethical governance;
  - f) the seriousness of the conduct;
  - g) whether the conduct was intentional, reckless or negligent; and
  - h) any mitigating or aggravating circumstances.

## **60. Sanctions**

- 60.1. Where a breach of this Code has been established, the South African Lobbying Association may impose any sanction authorised by its Constitution, including –
- a) guidance or advice;
  - b) a caution;
  - c) a written reprimand;
  - d) conditions relating to continued membership;
  - e) suspension of membership; or
  - f) termination of membership.
- 60.2. Sanctions shall be proportionate to the seriousness of the breach and shall have regard to the objects of this Code.

## **61. Review of the Code**

- 61.1. This Code shall be reviewed periodically by the South African Lobbying Association to ensure that it remains consistent with –
- a) the Constitution of the Republic of South Africa 1996;
  - b) developments in South African law;
  - c) recognised principles of corporate governance;
  - d) developments in public administration; and
  - e) evolving standards of professional lobbying, government relations and public affairs practice.
- 61.2. Members are encouraged to contribute constructively to the continued development of this Code and the profession.

## **62. Implementation Provision**

- 62.1. This Code is in effect and shall apply to all Members accordingly.
- 62.2. The Association may issue Practice Notes and Guidelines to assist Members in the interpretation and practical application of this Code, provided that such Practice Notes

and Guidelines are consistent with the Constitution of the South African Lobbying Association and do not amend or derogate from the provisions of this Code.

## MEMBER DECLARATION

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**Membership of the South African Lobbying Association signifies a commitment to:**

**A.**

*Uphold the Constitution of the Republic of South Africa 1996 and the rule of law;*

**B.**

*Conduct lobbying, government relations and public affairs honestly, professionally and responsibly;*

**C.**

*Respect the constitutional roles, independence and integrity of Parliament, the Executive,*

**D.**

*Provincial Legislatures, Municipal Councils, organs of state, Constitutional institutions and public entities;*

**F.**

*Exercise independent professional judgement;*

**G.**

*Promote transparent, accountable and ethical engagement with public institutions;*

**H.**

*Comply with this Code and the Constitution of the South African Lobbying Association;*

**I.**

*Support the integrity, credibility and continued development of the lobbying profession in South Africa; and*

**K.**

*Contribute to constitutional democracy through responsible, lawful and ethical professional practice.*