

COACHING : Code of Ethics

Goal

The purpose of this document is to specify the ethical principles that **GEM-IN-I** and Olivier Bérondiaux, coach, undertake to respect within the framework of any professional coaching intervention, whatever the context. Compliance with the principles set out in this Code is essential to ensure a professional coaching relationship. This relationship constitutes a space for dialogue, in which the coach is actively involved. The ethical principles set out in this Code are commensurate with the demands of such involvement.

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Foreword

In this document :

- The term "coach" refers to Olivier Bérondiaux in the context of his professional activity.
- The term "coachee" or "beneficiary" refers to the person, team or structure who actually experiences the coaching process.
- The term "client" or "sponsor" refers to the body, structure (company, organization, entity) or person who requests coaching from the coach for the benefit of a third party (employee, administrator, volunteer, etc.), and who assumes the cost.

Article 1 - Coaching and support :

Coaching is a support process designed to help the coachee and the sponsor achieve agreed objectives. These objectives may change during the course of the process. They can be modified by mutual agreement during the process. The coaching process is said to be "emergent" or "non-prescriptive". Its main aim is to facilitate the beneficiary's progress, based on his or her own resources and skills, rather than to recommend solutions in a directive or prescriptive manner.

Article 2 – The coach's commitments :

The coach is subject to an obligation of means: he must make his skills and methodology available to the coachee, the client and the coaching process. This commitment on the part of the coach creates a favorable context for the achievement of the objectives set. He cannot guarantee the effects of his services. The coach is also subject to an obligation of result with regard to compliance with the contractual framework agreed between the parties, the methodology of professional coaching and his own code of ethics.

Article 3 – Coachee autonomy :

The corollary of the obligation of means is the client's autonomy, and in particular the recognition of his responsibility for the decisions he makes, including the mechanics of the changes implemented. The coach strictly respects this autonomy. The client and beneficiary have the right to terminate the coaching relationship at any time, without having to justify their decision. In the event of termination by the beneficiary/coachee, the coach may remain at the beneficiary's disposal, but will not take any initiative.

Article 4 – Contract :

A coaching contract is signed at the start of the process. Depending on the circumstances, this contract may be bipartite or tripartite.

- If the beneficiary is the sponsor of the process, and finances it himself, the contract is bipartite, bringing together only two parties: the coach and the beneficiary.
- If there is a coaching sponsor other than the beneficiary, the relationship is tripartite. If an entity commissions and finances coaching for a third party, the contract is triangular: coach - sponsor - beneficiary. In such circumstances, particular attention is paid to the written form of the intervention contract. Each party must know precisely the extent of his or her rights and obligations. The purpose of the intervention must also be known unequivocally.

In any event, the contract must be explicit. It specifies the terms and conditions under which the coaching will be carried out (location, duration, frequency, methods, fees, terms of payment, etc.).

The coach has the right to refuse to provide the support requested, or to terminate it during the process. In the event of refusal, he will inform the client of the reasons for his decision, taking care to respect the individual. In such circumstances, fees will be reimbursed on a pro rata basis for sessions and other services still to be covered.

Article 5 – Training and self-knowledge :

The coach must demonstrate adequate and sufficient training in the field of coaching, including theoretical content and a supervision program. Training is a continuous process. The coach completes his training by acquiring new skills and knowledge throughout the practice of the profession. The coach benefits from regular supervision, peer-coaching and/or analysis of practice. He should seek supervision if he encounters particular difficulties.

Article 6 – Privacy :

As coaching involves the gathering of confidences and implies a high degree of trust, the coach is bound by the strictest confidentiality concerning the identity of his clients and any information that could reveal it, directly or indirectly, unless he is legally obliged to communicate such information to a third party.

In the case of a tripartite contract :

- The coach will specify the conditions under which the privacy rule will be observed with regard to the content of the sessions, including with regard to the sponsor.
- These terms will be strictly respected by the coach, particularly during the assessment carried out at the end of the support.
- The coach will refrain from accepting an assignment in the event that an explicit agreement on privacy cannot be reached with the sponsor.

Article 7 – Respect :

The coach respects each customer (sponsor and/or beneficiary) and refrains from any judgment concerning, for example, their values, opinions or culture. The coach refrains from using any method whatsoever, or adopting any behavior towards the client (sponsor and/or beneficiary), which would have the effect of harming the latter. He categorically refrains from any abusive behavior (abuse of trust or influence) or any behavior aimed at exploiting the customer (sponsor and/or beneficiary) for any purpose whatsoever.

Article 8 – Limits of competence :

If the coach finds that the situation submitted to him, or the evolution in the relationship with the client (beneficiary or sponsor), does not (or no longer) fall within his field of competence, he must refer the client to a professional able to meet the needs in question.

Article 9 – Location :

The coach must be particularly vigilant as to the location chosen for the coaching sessions, especially if he is working within the framework of a tripartite contract. The location must be appropriate to the activity, particularly in view of the rules of privacy and neutrality in the context of coaching work. In addition, the coach must pay particular attention to the symbolic reach and significance of this space.