
Code of Conduct

Purpose of this Code of Conduct is to ensure quality of service, transparency, loyalty towards clients, independence, professionalism and legal compliance.

Our Management, employees and associate consultants working for or together with SWISS CONSULTING shall commit in written to comply with all rules that are relevant to their function and responsibilities.

- (1) SWISS CONSULTING shall only provide services in areas that match the qualifications, experience and capacity of the firm.*
- (2) SWISS CONSULTING shall apply transparent terms and conditions of service and only receive remuneration only for work that has actually been provided. General Terms and Conditions and price range for fees shall be regularly published on our website.*
- (3) SWISS CONSULTING shall not accept assignments that involve unprofessional, unethical or illegal practices. We will in particular refuse assignments that would lead to a conflict of interests, a violation of contractual or legal obligations, professional standards or the laws of Vietnam and Switzerland.*
- (4) SWISS CONSULTING shall not serve clients who are or have been involved into illegal or dubious business practices or who are not willing to fully disclose key information on their business or person. We only receive payments by bank transfers made directly through an account of the client.*
- (5) SWISS CONSULTING rigorously selects and supervises its employees and associate consultants. Stringent quality control of deliverables remains the personal responsibility of our management. We systematically collect and analyze feed-back received by clients and use it to continuously improve the quality of our services.*
- (6) SWISS CONSULTING may participate in assignments within multi-disciplinary teams and hire consultants for specific assignments, but refrains from sub-contracting assignments to other consulting firms or individual consultants.*
- (7) SWISS CONSULTING will under all circumstances undertake everything to safeguard the client's legitimate interests, including ensuring a highest level of confidentiality.*
- (8) SWISS CONSULTING shall not accept any remuneration (e.g. commissions) for assignments other than the one agreed with the client.*
- (9) SWISS CONSULTING and its consultants and employees shall not offer nor solicit, accept or receive any gift or other benefits, which would amount to or could be construed as an illegal practice or corruption in either Vietnam or Switzerland.*
- (10) This Code of Conduct shall be applicable from 1. January 2010 and replaces the previous version dated 1 July 2004.*

Development Cooperation

Project Design, Monitoring & Evaluations
Organizational Assessments

Management Consulting

Business Planning
Investment Opportunity Screenings