

ICF Code of Ethics

ICF 道德章程

国际教练联盟 (ICF) 道德准则由五个主要部分组成

1. 简介
2. 关键定义
3. ICF核心价值观和道德准则
4. 道德标准
5. 承诺

1. 简介	1. Introduction
<p>ICF道德章程描述了国际教练联盟的核心价值观 (ICF核心价值观) ，所有ICF专业人士的道德准则和行为道德标准 (详见定义) 。满足该ICF道德行为标准是ICF核心教练能力 (ICF核心能力) 的首要条件 - “展现道德实践: 理解并始终如一地应用教练道德标准。”</p>	<p>The ICF Code of Ethics describes the core values of the International Coaching Federation (ICF Core Values), ethical principles and ethical standards of behavior for all ICF Professionals (see definitions). Meeting these ICF ethical standards of behavior is the first of the ICF core coaching competencies (ICF Core Competencies) – “Demonstrates ethical practice: understands and consistently applies coaching ethics and standards.”</p>

ICF道德章程主要通过以下几方面全面维系ICF和全球教练行业的诚信度：

- 制定符合**ICF**核心价值观和道德准则的行为标准。
- 引导道德反思、教育和决策制定。
- 通过ICF道德行为审查 (ECR) 流程裁定和维护ICF教练标准。
- 在ICF认证的培训课程中提供基础的ICF道德标准培训。

当ICF专业人士在任何场合下从事与教练相关的活动时都必须遵守ICF道德章程。这与是否已建立了教练关系 (详见定义) 无关。本章程阐明了ICF专业人士包括教练、教练监督者、教练辅导、导师、教练在培训学员或ICF领导者及支持人员 (详见定义) 所需遵守的道德义务。

The ICF Code of Ethics serves to uphold the integrity of ICF and the global coaching profession by:

- Setting standards of conduct consistent with ICF Core Values and ethical principles.
- Guiding ethical reflection, education and decision-making.
- Adjudicating and preserving ICF coach standards through the ICF Ethical Conduct Review (ECR) process.
- Providing the basis for ICF ethics training in ICF-accredited training programs.

The ICF Code of Ethics applies when ICF Professionals represent themselves as such, in any kind of coaching-related interaction. This is regardless of whether a coaching relationship (see definitions) has been established. This Code articulates the ethical obligations of ICF Professionals who are acting in their different roles as coach, coach supervisor, mentor coach, trainer or student coach-in-training, or serving in an ICF

<p>虽然道德行为审查 (ECR) 流程仅适用于ICF专业人士，但正如所承诺的一样，ICF工作人员也遵从于ICF道德章程所规定的核心价值观和道德准则及行为规范。</p>	<p>Leadership role, as well as Support Personnel (see definitions).</p> <p>Although the Ethical Conduct Review (ECR) process is only applicable to ICF Professionals, as is the Pledge, the ICF Staff are also committed to ethical conduct and the Core Values and Ethical Principles that underpin this ICF code of ethics.</p>
<p>道德类工作的挑战意味着成员们将不可避免地遇到需要应对的突发事件、困境和问题的情况。本道德章程旨在帮助受该准则约束的相关成员，指导其了解可能需要考虑到的各种道德因素，并帮助其明确处理道德行为的可替代方法。</p>	<p>The challenge of working ethically means that members will inevitably encounter situations that require responses to unexpected issues, resolution of dilemmas and solutions to problems. This Code of Ethics is intended to assist those persons subject to the Code by directing them to the variety of ethical factors that may need to be taken into consideration and helping to identify alternative ways of approaching ethical behavior.</p>
<p>接受该道德章程的ICF专业人士在做出艰难抉择或勇敢行事时仍努力本遵循道德准则。</p>	<p>ICF Professionals who accept the Code of Ethics strive to be ethical, even when doing so involves making difficult decisions or acting courageously.</p>

2. 关键定义	2. Key Definitions
<p>客户 - 被教练指导的个人或小组/团体、被监督或辅导的教练或被培训的教练或学员教练。</p>	<p>Client - the individual or team/group being coached, the coach being mentored or supervised, or the coach or the student coach being trained.</p>
<p>教练 - 这里的教练译为动词, 指在与客户的协作中利用深度思考和创造性语言及行为最大限度的激发他们的个人和专业的潜能。</p>	<p>Coaching- partnering with Clients in a thought-provoking and creative process that inspires them to maximize their personal and professional potential.</p>
<p>教练关系 - 由ICF专业人士与客户/主办者根据协议或合同建立的关系, 该协议或合同明确定义了双方的责任义务及期待值。</p>	<p>Coaching Relationship - a relationship that is established by the ICF Professional and the Client(s)/Sponsor(s) under an agreement or a contract that defines the responsibilities and expectations of each party.</p>
<p>章程 - ICF道德章程</p>	<p>Code - ICF Code of Ethics</p>
<p>保密性 - 除非获得同意发布, 否则在教练参与过程中需要坚决保护所接触到的所有相关信息不被外泄。</p>	<p>Confidentiality - protection of any information obtained around the coaching engagement unless consent to release is given.</p>

利益冲突 - ICF专业人士涉及多方利益的情况, 其中为一项利益服务可能与另一项利益服务相悖或发生冲突。有可能为财务、个人或其他等方面。

平等 - 所有人都应体会到包容、获取资源平等的机会, 无论其种族、民族、国籍、肤色、性别取向、年龄、宗教信仰、移民状态、精神或身体残疾或其他等方面异于常人的情况。

ICF专业人士 - 代表着其本人是ICF会员之一或ICF证书持有者的个人。包括但不限于教练、教练监督者、教练辅导、教练导师和在培训教练学员。

ICF员工 - 代表ICF提供专业管理和行政服务并与管理公司签订合约的ICF支持人员。

Conflict of Interest - a situation in which an ICF Professional is involved in multiple interests where serving one interest could work against or be in conflict with another. This could be financial, personal or otherwise.

Equality - a situation in which all people experience inclusion, access to resources and opportunity, regardless of their race, ethnicity, national origin, color, gender, sexual orientation, gender identity, age, religion, immigration status, mental or physical disability, and other areas of human difference.

ICF Professional - individuals who represent themselves as an ICF Member or ICF Credential-holder, in roles including but not limited to Coach, Coach Supervisor, Mentor Coach, Coach Trainer and Student of Coaching

ICF Staff - the ICF support personnel who are contracted by the managing company that provides professional management and administrative services on behalf of ICF.

内部教练 - 在组织内部受雇佣并指导该组织内的兼职或全职员工的个人。

Internal Coach - an individual who is employed within an organization and coaches either part-time or full-time the employees of that organization.

主办者 - 支付和/或安排需要提供教练服务的实体 (包括其代表)。

Sponsor - the entity (including its representatives) paying for and/or arranging or defining the coaching services to be provided.

支持人员 - 为ICF专业人士工作为其客户提供支持和帮助的人员。

Support Personnel - the people who work for ICF Professionals in support of their Clients.

制度平等 - 在道德、核心价值观、政治、社区文化、组织、国家和社会中使性别平等、种族平等和其他形式的平等制度化。

Systemic equality - gender equality, race equality and other forms of equality that are institutionalized in the ethics, core values, policies, structures, and cultures of communities, organizations, nations and society.

<h3>3. ICF核心价值观和道德原则</h3>	<h3>3. ICF Core Values and Ethical Principles</h3>
<p>ICF道德章程基于ICF核心价值观 (链接) 以及由此产生的一系列行为。所有的价值观都同样重要并互相支持。这些价值观激励人心并帮助我们理解和解释道德标准。希望所有的ICF专业人士都能在日常互动中展现并传播这些价值观。</p>	<p>The ICF Code of Ethics is based on the ICF Core Values (link) and the actions that flow from them. All values are equally important and support one another. These values are aspirational and should be used as a way to understand and interpret the standards. All ICF Professionals are expected to showcase and propagate these Values in all their interactions.</p>

<h3>4. 道德标准</h3>	<h3>4. Ethical Standards</h3>
<p>以下道德标准适用于ICF专业人士参与的专业活动中：</p> <p>第一部分 - 对客户的责任， 作为 ICF 专业人士，我：</p>	<p>The following ethical standards are applied to the professional activities of ICF Professionals:</p> <p>Section I – Responsibility to Clients As an ICF Professional, I:</p>

1. 解释并确保在首次会议之前或期间，我的客户和主办者理解教练的性质和潜在价值、保密性质和限制、财务安排及任何其他教练协议的相关条款。

2. 在教练服务开始之前，与我的客户及主办者就有关各方所承担的角色、责任、权利及义务制定协议/合同。

3. 按照约定与各方保持最严格的保密级别。我了解并同意遵守个人数据和通信有关的所有相关适用法律。

4. 清楚了解在所有教练互动过程中所有的参与方之间如何交换信息。

5. 与客户和主办者或利益相关方清楚了解在什么样的特殊条件下信息不会被保密（如违法行为、若法律要求、具有有效的法院命令或传票、当个人或他人可能面临危险时等

1. Explain and ensure that, prior to or at the initial meeting, my coaching Client(s) and Sponsor(s) understand the nature and potential value of coaching, the nature and limits of confidentiality, financial arrangements, and any other terms of the coaching agreement.

2. Create an agreement / contract regarding the roles, responsibilities and rights of all parties involved with my Client(s) and Sponsor(s) prior to the commencement of services.

3. Maintain the strictest levels of confidentiality with all parties as agreed upon. I am aware of and agree to comply with all applicable laws that pertain to personal data and communications.

4. Have a clear understanding about how information is exchanged among all parties involved during all coaching interactions.

5. Have a clear understanding with both Clients and Sponsors or interested parties about the conditions under which information will not be kept confidential

等)。如果我有理由相信上述情况之一适用，我可能需要通知相关部门。

6. 作为内部教练，通过教练协议和持续对话管理我的客户与主办者之间的利益或潜在的利益冲突。应包括解决组织角色、责任、关系、记录、保密性和其他的报告要求等。

7. 以促进保密、安全和隐私并遵守任何适用法律和协议的方式维护、存放和安置在我的专业活动期间所创建的任何有关记录，包括电子邮件和通信等。此外，我会合理利用新兴和发展的技术来辅助教练服务（教练服务技术辅助）并了解不同的道德标准如何适用于这些技术。

(e.g., illegal activity, if required by law, pursuant to valid court order or subpoena; imminent of likely risk of danger to self or others; etc.). Where I reasonably believe one of the above circumstances is applicable, I may need to inform appropriate authorities.

6. When working as an Internal Coach, manage conflicts of interest or potential conflicts of interest with my coaching Client(s) and Sponsor(s) through coaching agreement(s) and ongoing dialogue. This should include addressing organizational roles, responsibilities, relationships, records, confidentiality and other reporting requirements.

7. Maintain, store and dispose of any records, including electronic files and communications, created during my professional interactions in a manner that promotes confidentiality, security and privacy, and complies with any applicable laws and agreements. Furthermore, I seek to make proper use of emerging and growing technological developments that are being used in coaching services (technology-assisted coaching services) and to be aware of how various ethical standards apply to them.

8. 对于从教练关系中所获得的有可能转变其价值观的现象保持警惕。如有遇到类似情况, 请改变关系或鼓励客户/主办者寻找其他教练或其他领域的专业人士。

9. 基于合约条款的相关规定, 尊重各方在教练过程中以任何理由随时终止教练关系的权利。

10. 对同时与同一客户和主办者签订多项合同和关系保持高度敏感, 以避免产生可能的利益冲突。

11. 意识到在积极管理客户时, 我与客户之间可能因文化、关系、心理或背景等问题引起权利或地位的差异。

12. 向我的客户阐明我可能因将其推荐给第三方而获得补偿或其他的利益。

8. Remain alert to indications that there might be a shift in the value received from the coaching relationship. If so, make a change in the relationship or encourage the Client(s) / Sponsor(s) to seek another coach, seek another professional or use a different resource.

9. Respect all parties' right to terminate the coaching relationship at any point for any reason during the coaching process subject to the provisions of the agreement.

10. Am sensitive to the implications of having multiple contracts and relationships with the same Client(s) and Sponsor(s) at the same time in order to avoid conflict of interest situations.

11. Am aware of and actively manage any power or status difference between the Client and me that may be caused by cultural, relational, psychological or contextual issues.

12. Disclose to my Clients the potential receipt of compensation and other benefits I may receive for referring my Clients to third parties.

13. 无论在何种关系中协定的补偿金额或形式如何，都必须确保教练的质量始终如一。

第 II 部分 - 对行为和表现的责任

作为 ICF 专业人士，我：

14. 在我所有的互动中遵守 ICF 道德章程。当我意识到自己有可能违反了章程或在我意识到其他 ICF 专业人士的不道德行为时，我将礼貌地向相关人员提出质疑。若不能解决，我会正式向权威机构（如 ICF 员工）寻求解决方案。

15. 要求所有的支持人员必须遵守 ICF 道德章程。

16. 通过个人持续的专业和道德发展致力追求卓越。

17. 认识到我的个人局限性可能会损害、冲突或干扰我的教练表现或我的专业教练关系。我将寻求支持帮助以决定需要采取的行动，并在必要时及时寻求相关专业指导。这可能包括暂停或终止我的教练关系。

13. Assure consistent quality of coaching regardless of the amount or form of agreed compensation in any relationship.

Section II – Responsibility to Practice and Performance

As an ICF Professional, I:

14. Adhere to the ICF Code of Ethics in all my interactions. When I become aware of a possible breach of the Code by myself or I recognize unethical behavior in another ICF Professional, I respectfully raise the matter with those involved. If this does not resolve the matter, I refer to a formal authority (e.g., ICF Staff) for resolution.

15. Require adherence to the ICF Code of Ethics by all Support Personnel.

16. Commit to excellence through continued personal, professional and ethical development.

17. Recognize my personal limitations or circumstances that may impair, conflict with or interfere with my coaching performance or my professional coaching relationships. I will reach out for support to determine the

18. 通过与相关方协作解决问题、寻求专业帮助或暂停或终止专业关系来解决任何利益冲突或潜在利益冲突。

19. 保护ICF会员隐私, 仅在ICF或ICF会员授权的情况下使用ICF会员联系信息 (电子邮箱地址、电话号码等)。

第三部分 - 对专业性的责任
作为ICF专业人士, 我:

20. 准确了解我自身的教练资质、我的教练能力水平、专业性、经验、培训、证书和ICF认证。

action to be taken and, if necessary, promptly seek relevant professional guidance. This may include suspending or terminating my coaching relationship(s).

18. Resolve any conflict of interest or potential conflict of interest by working through the issue with relevant parties, seeking professional assistance, or suspending temporarily or ending the professional relationship.

19. Maintain the privacy of ICF Members and use the ICF Member contact information (email addresses, telephone numbers, and so on) only as authorized by ICF or the ICF Member.

Section III – Responsibility to Professionalism

As an ICF Professional, I:

20. Identify accurately my coaching qualifications, my level of coaching competency, expertise, experience, training, certifications and ICF Credentials.

21. Make verbal and written statements that are true and accurate about what I offer as

21. 就我受ICF要约作为ICF专业人士所提供的教练专业性及潜在的教练价值观作出真实且准确的口头和书面陈述。

22. 与需要了解本章程规定的道德责任人员进行沟通并建立意识。

23. 有责任了解并设立清晰、恰当且具有文化敏感度的界限来管理物质上的或是其他方面的互动。

24. 不与客户或主办者建立任何肉体或情感方面等有违公序良俗的关系。我会特别注意在关系中保持合适的程度。我将会采取适当的行动来解决或取消该类不恰当行为。

第四部分 - 对社会的责任
作为ICF专业人士，我：

25. 通过在所有的活动和操作时保持公平公正的态度，同时尊重当地的规则和文化习俗以避免区别对待事件发生。其中包括但不限于对年龄、民族、性取向、宗教、国际、残疾或军人身份等的区别对待。

an ICF Professional, what is offered by ICF, the coaching profession and the potential value of coaching.

22. Communicate and create awareness with those who need to be informed of the ethical responsibilities established by this Code.

23. Hold responsibility for being aware of and setting clear, appropriate and culturally sensitive boundaries that govern interactions, physical or otherwise.

24. Do not participate in any sexual or romantic engagement with Client(s) or Sponsor(s). I will be ever mindful of the level of intimacy appropriate for the relationship. I take the appropriate action to address the issue or cancel the engagement.

Section IV – Responsibility to Society As an ICF Professional, I:

25. Avoid discrimination by maintaining fairness and equality in all activities and operations, while respecting local rules and cultural practices. This includes, but is not limited to, discrimination on the basis of

<p>26. 承认并尊重他人的贡献与知识产权, 仅对属于自己个人的材料拥有所有权。我了解违反本标准有可能会使我承担来自第三方的法律制裁。</p>	<p>age, race, gender expression, ethnicity, sexual orientation, religion, national origin, disability or military status.</p> <p>26. Recognize and honor the contributions and intellectual property of others, only claiming ownership of my own material. I understand that a breach of this standard may subject me to legal remedy by a third party.</p>
<p>27. 在执行和报告研究时, 本着诚信且在公认的科学标准、应用学科指南和我本人的能力范围内开展工作。</p>	<p>27. Am honest and work within recognized scientific standards, applicable subject guidelines and boundaries of my competence when conducting and reporting research.</p>
<p>28. 意识到我和我的客户对社会的影响。我坚持贯彻“趋利避害”的哲理。</p>	<p>28. Am aware of my and my clients' impact on society. I adhere to the philosophy of “doing good” versus “avoiding bad.”</p>

<p>5. ICF专业人士的道德承诺</p>	<p>5. The Pledge of Ethics of the ICF Professional</p>
<p>作为一名ICF专业人士, 根据ICF道德章程, 我承诺并同意履行我对我执教的客户、主办者、同事及公众的道德和法律义务。</p>	<p>As an ICF Professional, in accordance with the Standards of the ICF Code of Ethics, I acknowledge and agree to fulfill my ethical</p>

如果我违反了ICF道德章程的任何部分，我同意ICF可以自行裁量追究我的责任。我也同意我对任何违规ICF规定的行为承担相应的责任处罚，例如强制性的额外教练培训或其他教育，剥夺我的ICF会员资格/我的ICF认证。

and legal obligations to my coaching Client(s), Sponsor(s), colleagues and to the public at large.

If I breach any part of the ICF Code of Ethics, I agree that ICF in its sole discretion may hold me accountable for so doing. I further agree that my accountability to ICF for any breach may include sanctions, such as mandatory additional coach training or other education, or loss of my ICF Membership and / or my ICF Credential.