

Landscape Association of South Australia



Code of Conduct – Members

1. Members will conduct their business in a fair and honest manner in such a way as to preserve the good name of the landscaping industry and provide the public with the best possible workshop and service at all times.
2. Members will provide mutual support and encouragement to all members of the Association.
3. Business is to be carried out in the spirit of free competition.
4. Members will comply with all statutory requirements:
 - i. Appropriate builders licences
 - ii. Permits
 - iii. Industrial Awards
5. Members will comply with all occupational health and safety requirements.
6. Members will hold appropriate insurance cover.
7. Conducted between Members and Clients:-
 - a. Prepare all tenders and quotes in a professional and honest manner and notify the client of the following in writing:-
 - i. Period for which the offer is valid
 - ii. The terms in which a deposit will be refunded
 - iii. The cost of all preliminary work
 - b. Enter into a written agreement with the client prior to commencing the work. This agreement will include:-
 - i. A clear program for progress payments (if applicable)
 - ii. A practical time frame for commencement
 - iii. A realistic estimate of the construction period
 - c. Sign and date all documents forming part of the agreement.
 - d. Provide a detailed written specification of particulars of work to be carried out.
 - e. Give accurate information to the client; or direct the client to sources of such information (if not within the members area of expertise)
 - f. Provide unambiguous, truthful and accurate promotional and marketing material.
 - g. Comply with all statutory requirements (eg Council approval)
 - h. Provisional allowances (if applicable) are to be listed with the contract and the landscaper will provide a fair and reasonable estimate of the costs.
 - i. Proceed only once all statutory requirements have been completed.
 - j. Advise the owner of the necessity of providing access to the site.
 - k. Notify the owner in writing of any variations before carrying them out.
 - l. Notify the owner of delays in the work schedule.