Start

Do you have sufficient facts on the issue? Yes → No

Do not proceed

Yes → Is it legal?

No → Do not proceed

Unsure

Can you get more information or seek advice?

Yes → Is it legal?

No → Do not proceed

Is it in line with RICS global professional and ethical standards? Yes → Have you consulted with appropriate people to make an informed decision?

No → Do not proceed

Yes → Have you assessed the risks involved?

No → Is your decision informed?

Do not proceed

Yes → Decide what action you are going to take

Is it legal? Yes → Have you considered what the options are?

No → Do not proceed

No → Do not proceed

Is it in line with RICS global professional and ethical standards? Select one of the following:

- Record
  - Record the decision and the reasoning for it

- Act
  - Act and then reflect on the outcome

- Decide what action you are going to take

- Would you be content for your actions to be made public – in the newspapers or on the internet?

- Is your decision informed?

- Have you considered what the options are?

- Have you assessed the risks involved?

- Have you consulted with appropriate people to make an informed decision?

- Is it in line with RICS global professional and ethical standards?

- Is it legal?

- Do you have sufficient facts on the issue?

- Try to separate the facts from your or others’ emotional response.