

Mentorship Code of Conduct

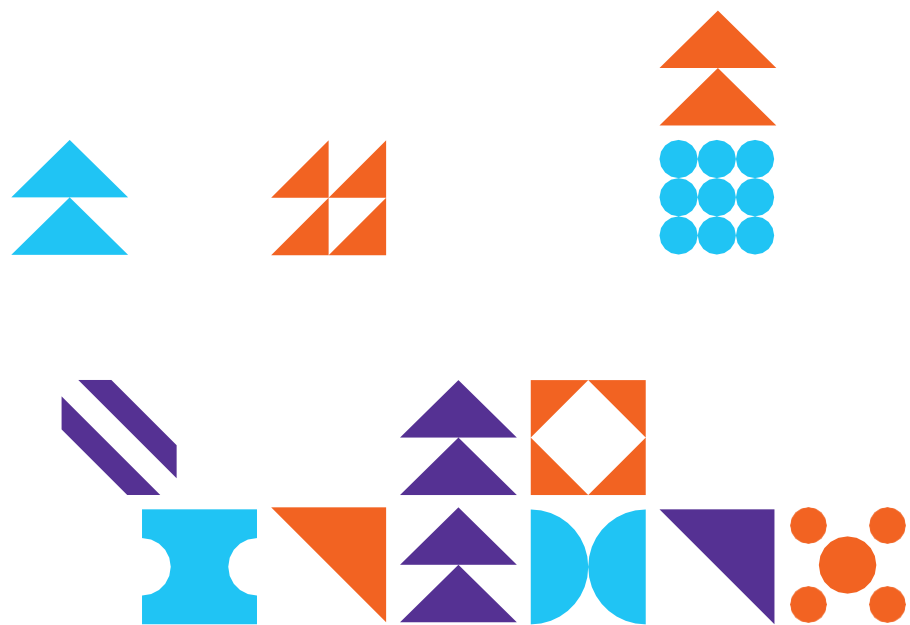
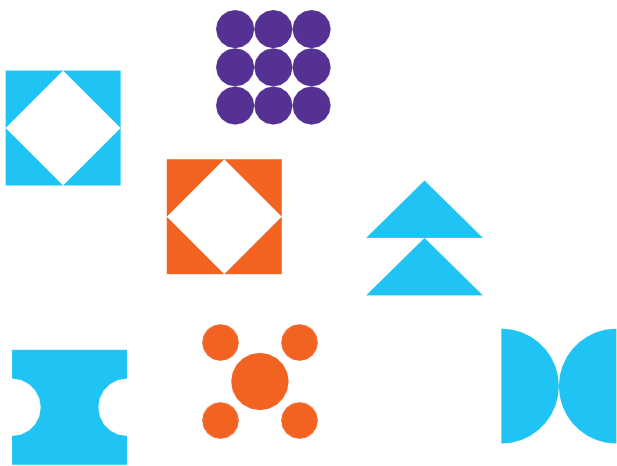




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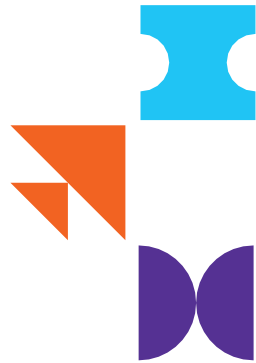
Introduction

The PMI Malta Chapter Mentoring Program is a one-to-one, goal-oriented experience that helps members turn ambition into momentum. By participating in the PMI Malta Chapter Mentorship Program, both Mentors and Mentees agree to abide by the PMI Code of Ethics:

<https://www.pmi.org/about/ethics/code>

This Code of Conduct covers the following:

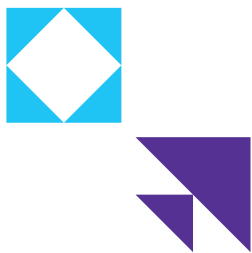
- Disclaimer
- Competence
- Context
- Boundary Management
- Integrity
- Professionalism
- Confidentiality
- Formal Agreement



Disclaimer

Participation in the mentorship program is entirely voluntary, and no financial compensation is involved. Mentors, PMI, and the PMI Malta Chapter are not responsible for any business, career, personal, or other decisions made by participants, nor are they liable for any guidance or suggestions shared during the mentoring relationship.

Mentors offer insights based on their own experience and perspective. They are not expected to make decisions for their mentees or act on their behalf. By joining the program, participants agree to indemnify and hold PMI, the PMI Malta Chapter, and all elected officers and volunteers harmless from any loss, damage, expense, or cost—including reasonable legal fees—arising from claims connected to participation in the mentorship program. This includes, but is not limited to, any claims related to infringement of copyright, patents, trade secrets, trademarks, or other proprietary rights under Maltese law or any other applicable jurisdiction.





Competence

The Mentor will:

Ensure that their experience and knowledge are appropriate to support the mentee's development needs.

Demonstrate the capability required to uphold this Code of Conduct and any additional standards introduced by the PMI Malta Chapter.

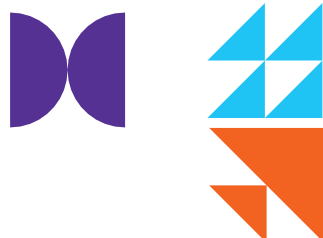
Context

The Mentor will:

Understand the context in which the mentorship relationship is taking place and ensure the partnership reflects that context appropriately.

Take time to clarify the mentee's expectations and ensure there is a shared understanding of how those expectations will be met.

Create a safe and supportive learning environment that encourages reflection, curiosity, and meaningful development.



Boundary Management

The Mentor will:

Operate within the limits of their competence at all times, recognising when an issue falls outside their expertise. When necessary, they will refer the mentee to a more suitable mentor or support the mentee in seeking guidance from another professional.

Remain alert to any potential conflicts of interest—academic, professional, commercial, operational, or emotional—and address them promptly to protect the mentee and the PMI Malta Chapter.

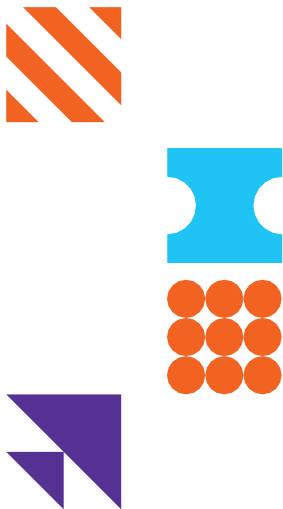
Avoid any business development, marketing, or sales activities directed toward the mentee that could personally benefit the mentor during the mentorship period. Any business discussions or agreements must take place only after the mentorship engagement has formally ended.

Mentors will use discretion when deciding how much and with whom they discuss the Mentee's intellectual property or personal information. When in doubt they will err on the side of caution and non-disclosure (and checking in with the Mentee first).

Mentors will proactively disclose any potential conflicts of interest to the Mentee and the Mentorship Program team.

Mentors should be willing to sign a non-disclosure agreement if confidentiality concerns arise.

Mentors will support and guide the mentee without completing work on their behalf.



Confidentiality



Information shared by mentors and mentees in their applications may be provided to participants who are selected for the program. The PMI Malta Chapter will exchange mentor and mentee profiles only after both individuals have confirmed their interest in forming a mentoring partnership.

All application details, survey responses, and conversations shared with the chapter will be reviewed solely by the Mentorship Program team and relevant committee's members. Survey results will be handled confidentially, and individual responses will remain anonymous.

The mentoring relationship itself is built on trust and confidentiality. This means that anything discussed during mentoring meetings is private, and mentors will not share or repeat these conversations with third parties. Any exceptions must be openly discussed and agreed upon at the start of the relationship—specifying what may be shared, with whom, and within what boundaries.

If a mentor believes that the mentee—or another person—may be at risk of harm, or if they become aware of a crime that has occurred or may occur, they are required to escalate the matter to the Mentorship Program team and/or the appropriate authorities.

Integrity



Both parties agree to:

Maintain the level of confidentiality agreed upon at the start of the mentoring relationship and uphold it throughout the program.

Share information only when there is explicit agreement to do so, unless there is a convincing evidence that withholding the information could lead to serious harm to the other person or to third parties.

Act in accordance with all applicable laws and refrain from any behavior that is dishonest, unlawful, unprofessional, or discriminatory, including encouraging or assisting others in such conduct.





Professionalism

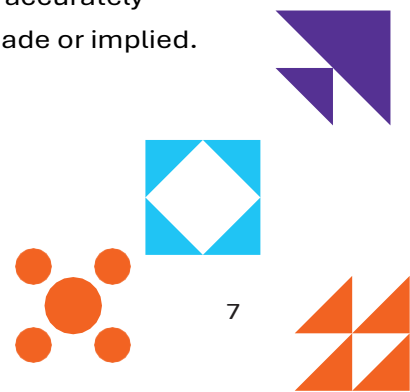
The Mentor will:

Respond to the Mentee's learning and development needs as defined by the Mentoring Plan.

Not exploit the Mentee in any manner, including requesting financial compensation or other forms of payment for their contribution. The Mentor will ensure that the durations of the Mentoring Agreement are only as long as necessary for the Mentee and as specified by the PMI Malta Chapter.

Understand that professional responsibilities continue beyond the termination of any Mentoring relationship. These include the following:

- Maintenance of agreed confidentiality in all information relating to Mentees.
- Avoidance of any exploitation of the former relationship.
- Provision of any follow-up which has been agreed to.
- Safe and secure maintenance of all related records and data.
- Demonstrate respect of the variety of different approaches to Mentoring.
- Never represent the work and views of others as their own.
- Ensure that any claim of competence and training undertaken is clearly and accurately explained to potential Mentees and that no false or misleading claims are made or implied.





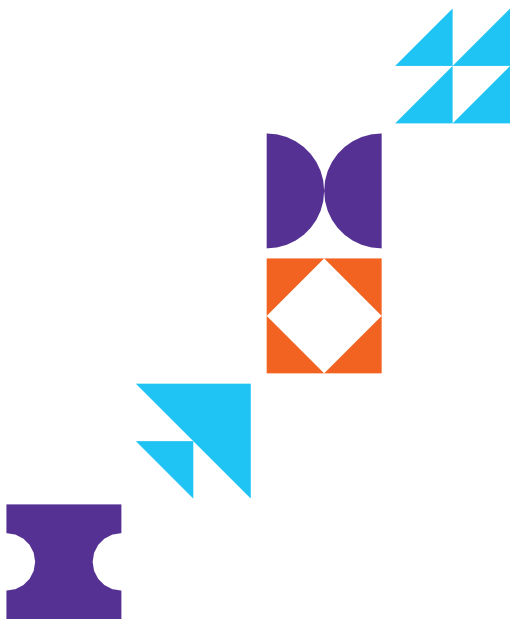
Formal Agreement

As the Mentor, you agree to and you will:

- Treat the Mentee with respect and sensitivity, while maintaining professional conduct.
- Keep any disclosure confidential unless the Mentee grants permission.
- Focus on providing knowledge and insight into the Project Management profession.
- Not assume the role of counsellor, regardless of issues brought to the table.
- Support the Mentee in achieving their goals.
- Communicate with your Mentee at agreed upon times.

As the Mentee, you agree to and you will:

- Treat the Mentor with respect and sensitivity.
- Not ask or expect the Mentor to provide you with a job or job referral.
- Enhance your Project Management knowledge through the mentorship relationship.
- Keep any disclosure confidential unless the Mentor grants permission.
- Maintain professional conduct without expectation of friendship.
- Take the mentoring relationship seriously by meeting all commitments.
- Commit to realizing your set goals.
- Communicate with your Mentor at agreed upon times.





Compliance with the Mentoring Code

The Mentor and Mentee should be familiar with the PMI Malta Mentorship Code of Conduct and use this as the basis for the Mentorship relationship.

Should either party feel that the Mentorship relationship is not operating within this code, they should raise this with their Mentor or Mentee or discuss it with the Mentorship team by contacting: mentorship@pmi.org.mt

