



## Disclosure of Profits & Advantages Code

This Code must be read with the Code of Conduct. The Code of Conduct is the parent document of the CLC Handbook and Frameworks; it sits above all other Codes in our regulatory arrangements. The Code of Conduct prescribes six Ethical Principles of behaviour which are essential to delivering the specific Outcomes which sit beneath each of the Ethical Principles. All CLC regulated individuals and bodies are expected to comply with the Code of Conduct in the delivery of authorised reserved legal activities and permitted non-reserved legal activities.

The CLC also publishes several other topic specific Codes addressing important areas of practice, including this Disclosure of Profits and Advantages Code. Topic specific Codes underpin the Code of Conduct and support regulated individuals and bodies in delivering the Ethical Principles and Outcomes of behaviour defined in the Code of Conduct. Topic specific Codes apply to all regulated activities carried out by the individuals or bodies specified in that Code.

In this Code 'you' refers to individuals and bodies regulated by the **CLC**. You must ensure that you always comply with the Code of Conduct and topic specific Codes and must not permit anyone else to act or fail to act in such a way as to amount to a breach of this Code, the Code of Conduct, or the Ethical Principles.

Should circumstances arise in which there is an apparent conflict between a topic specific Code, the Code of Conduct, or any other regulatory requirement, you must ensure that you comply with the Code of Conduct. If in doubt, contact the CLC for advice.

You must ensure that:

1. Your clients are aware of any referral arrangements, and they are consistent with your responsibilities both to your clients and to the CLC.
2. You do not allow your independence or professional judgement to be compromised in any way, including by ensuring that you are transparent with your clients about any fee arrangements and that they do not compromise your independence, or call into question your professional judgement.
3. Where you enter into an arrangement, including any fee sharing agreement, with an introducer, the agreement is in writing.
4. You periodically review referral arrangements/fees to deliver the **Outcomes** in the Code of Conduct.
5. You inform the **Client** in writing of the existence of the referral arrangement no later than

when accepting instructions, or when introducing a **Client** to another person.

6. You advise the **Client** that they have a choice of provider.
7. You inform the **Client** of the nature of the arrangement (including any payment made), with whom it is made, and any impact (including any legal costs they are charged).