

Ethics in the Workplace

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Ethics in the Workplace? What's That?

Principle or moral ideals that arise in a business environment; This applies to all aspects of business conduct and is relevant to the conduct of individuals as well as the entire business as a whole. - The Center for Association Leadership Online

Business ethics generally result from an individual's own moral standards in the context of the political and cultural environment in which the organization is operating.

Three Levels of Business Ethics

- Macro Level - the role of business in the national and international business levels
 - different political beliefs or religious beliefs of the company
- Corporate Level - corporate social responsibility
 - issues facing individual corporate entities when formulating and implementing strategies
- Individual Level - behavior and actions of people at the individual level

Why do Ethics in the Workplace Matter?

- Formal ethics programs are becoming more and more common in U.S. organizations
- These programs lead to:
 - Recruiting and retaining top quality people
 - Fostering a more sustaining and productive working environment
 - Building and sustaining your association's reputation within the communities in which you operate
 - Maintaining the trust of members to ensure continued real obligations
 - Limiting time spent discussing ethical issues
 - Providing ethical guidance and resources for employees prior to making difficult decisions and
 - Aligning the work efforts of staff with the association's broader values and vision

But what is an ethics program and how do I establish one in my workplace?

Ethics program: The formal policies, practices, and processes that organizations develop to deal with their own ethical issues

- Why might good people in this organization do unethical things? What are our organization's values? Have we adequately articulated these values internally and externally?
- Does our organization have written ethics policies, procedures, or standards?
- To whom is our organization accountable?
- What do we own the success?
- Does the leadership of our organization support the idea of an ethical workplace?

In Conclusion

ETHICS ARE IMPORTANT
DON'T COMPROMISE YOUR VALUES OR MORALS FOR YOUR COMPANY, COWORKER, OR ANYONE ELSE!

BEING ETHICAL IS UP TO YOU!

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Adapted by Robert Giacomin, University of Michigan

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Why do Ethics in the Workplace Matter?

- Formal ethics programs are becoming more and more common in U.S. organizations
- These programs lead to:
 - Recruiting and retaining top-quality people;
 - Fostering a more satisfying and productive working environment;
 - Building and sustaining your association's reputation within the communities in which you operate;
 - Motivating the best of members to ensure continued self-regulation;
 - Legalizing open discussion of ethical issues;
 - Providing solid guidance and resources for employees prior to making difficult decisions; and
 - Attracting the work efforts of staff with the association's broader mission and vision.

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- Why might good people in this organization do unethical things? What are our organization's values? Have we adequately articulated these values internally and externally? Does our organization have written ethics policies, procedures, or structures? To whom is our organization accountable? What do we mean by "success"? Does the leadership of our organization support the idea of an ethical workplace?

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How ethical are you?

Some examples are

- Misrepresenting time or hours worked;
- Lying to supervisors;
- Lying to co-workers, customers, vendors, or the public;
- Misuse of your employer's assets
- Lying on reports or falsifying records.