Developing Your Business Ethics

Based on Relias Learning

Ethics

Ethics are the moral principles and values that help us to choose right from wrong.

Ethics play in all of our day to day lives be it during meetings, making business decisions, or making personal decisions

Common Myths about Ethics   True or False?

-Ethics are a matter of personal opinion

-Obeying the law is enough to ensure that your behavior is Ethical

-You can have separate ethics for work and for home

-Either you are Ethical or you are not

Ethical Approaches in the Workplace

The way you act, including the in the workplace, is shaped by your personal belief system

Not everyone has the same approach to figuring out what's ethical and what is not

Let's consider how two different people explain what making an ethical decision involves

Let's Discuss

Turn to your neighbors and take a minute to discuss the following:

-What steps do you use to determine if your decision is ethical or not?

-How is the different from your group members?

-How is this the same as your group members?

Notice the differences and similarities in our approaches

Three Main Approaches to Ethics

- Everyone is Different
    - Approaches to Ethics tend to fall into three main categories

- What are the Three Main Approaches to Ethics?
    - Virtue Ethics
    - Utilitarian Approach
    - Deontology

Think, Pair, Share

- Take a minute and reflect on the three main approaches
    - Virtue Ethics- Doing the Right Thing
    - Utilitarian Approach- Greatest amount of good for the greatest number of people
    - Deontology- The right thing does not change based on the situation
- What Approach do you best identify with?
- Why does this Approach Work best for you?
- Turn to your Neighbor and Reflect on your Thoughts
- Who would like to share their thoughts?

Code of Conduct Standards: Fairness and Respect

- A code of conduct is a set of standards
- This helps an organization and everyone in it define right and wrong
- These Standards are based on values

Situational Objectivity

- So you walk in your office and find a beautifully wrapped gift
- Where did it come from?
- Will this stop you from being able to make an objective decision?

Fairness

- How do you make a fair and objective decision?
- Using the standards in your organization's Code of Conduct may Help
1. Disclose Conflicts of Interest
2. Be Transparent about Decision Making

Respect

- Respect is a value that informs a Code of Conduct
  - Mutual respect promotes trust
- Be informed of Cultural Norms
- What is your Organization's Culture?
- What is the Culture of the Community that you Live in?
- Be sure to explore other's viewpoint
- Honesty is the Best Policy

Food for Thought

- Two other things to Remember
    - Never Badmouth someone behind their back
    - Always Conduct yourself in a Professional Manner

Code of Conduct: Responsibility and Honesty

- Take Responsibility
    - Base Decisions and Actions on Everyone's best Interests
    - Fulfill Commitments
    - Own your Mistakes
- Be Honest
    - Be Truthful in your communications and conduct
    - Disclose any Weaknesses

Personal Code of Conduct

- Have a Personal Code of Conduct to Guide you
- Base your Code on Values that mean something to you
- Think about your personal values and convert them in to standards
    - Make sure that you can put these standards in to practice
    - Try to spot any standards that could come into conflict

Think, Pair, Share

1. Draft Your Standards
2. Talk to your Group
    a. Are your standards practical?
3. Refine your Code
    a. Use the Feedback from your group to test for conflict
4. Share What you have Discussed

In Conclusion

- Ethics are the moral principles and values that help us to choose right from wrong
- It is important to use Ethics to make sound decisions in the workplace
- Everyone's Approach is Different