



Fringe Benefit Group



Ethics and Values in the Workplace

Presenters

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Objectives



- Ethics Definition and Quiz
- Knowing what is right
- Doing what is right
- Skills of the ethical vs. unethical employee
- Case studies
- Quotes to Live By
- Resources



Ethics Definition



Moral principles and values apply to social behavior.
A reasoned set of principles of conduct may have a religious underpinning which is logical—

Business ethics is applying moral principles and values to the business setting.

Ethical Barometer



- You get butterflies in your stomach
- What would your mother, grandmother (or some other role model) do?
- You Tube test*



Knowing What is Right



- Legal
- Rules and procedures
- Your values/company's
- Conscience
- Promises
- Role-models

Doing What is Right



- Think and check before you act
- Respect
- Responsibility
- Results...get the job done
- Every little “thing” counts
- You can say no... with manners
- Ask, ask, ask
- Look in and at yourself and your behaviors
- Personal and professional lives should match



Is Multi-tasking Unethical ?



- Trying to do many things at once
- Not doing any with complete attention
- But is it unethical?



Skills that an Ethical Employee Possesses



- Whistle blower - detect deception
- Ability to filter information
- Pick whom one can trust and whom one can not
- Ensure information gets to the appropriate person in a timely manner



Skills that an Unethical Employee Possesses



- Over-promises
- Exaggerates
- Lying
- Providing half truths
- Hiding bad news
- Only telling people what they want to hear
- Giving false explanations
- Taking credit that is undeserved
- Refusing to admit mistakes
- Blaming others



Case Studies



- At the highest level: Tylenol
- At the lowest:
Bernie Madoff
Enron
Martha Stewart
Kitty Genovese

Quotes to Live By



“Character is doing the right thing when nobody’s looking. There are too many people who think that the only thing that’s right is to get by, and the only thing that’s wrong is to get caught.”

~J.C. Watts

“ When I do good, I feel good. When I do bad, I feel bad. That is my religion.”

~Abraham Lincoln

Resources



- “The Ethicist” by Randy Cohen
- “Ethics of Multitasking”

Business Week 9-4-2009 by Dr Bruce Weinstein PhD