



Lecture – 2

Ethics in Professional Organization



ETHICS IN PROFESSIONAL ORGANIZATIONS

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Outlines

1. **Workplace Ethics Definition**
2. **Ethics in the Workplace**
3. **Ethical Decision Making: Employee Rights**
4. **Unethical Behavior at Work**
5. **How to Solve Unethical Issues at the Workplace?**
6. **Employee and Employer Relationship – The Mutual Obligations**
7. **Why Workplace Ethics Matter? Benefits & Risks of Poor Ethics**
8. **Obligation of an engineer to clients**

Workplace Ethics Definition

Workplace ethics are the set of values, moral principles, and standards that need to be followed by both employers and employees in the workplace. It is the set of rules and regulations that need to be followed by all staff of the workplace.



These ethics are implemented by employers to foster both employee-employee relationship and employee-customer relationships. An organization may decide to put these ethics into writing or not—they are however meant to be followed. There exist some general workplace ethics that do not need to be defined by the employer, but are common ethical behaviors employees need to exhibit. In the same vein, some organization-specific ethics may need to be defined in a company handbook.



Ethics in the Workplace

1. Obey The Company's Rules & Regulation
2. Communicate Effectively
3. Develop Professional Relationships
4. Take Responsibility
5. Professionalism/Standards
6. Be Accountable
7. Uphold Trust
8. Show Initiative without being told
9. Respect Your Colleagues
10. Work Smarter

Ethical Decision Making: Employee Rights

Equal work opportunities for all - the state shall protect labor promote full employment, provide equal work opportunity regardless of gender, race, or creed; and regulate relations between employees and employers

1. Work days and work hours - employee must be paid their wages for all hours worked. If their work
2. Weekly rest day - a day-off of 24 consecutive hours
3. Wage and wage-related benefits
4. Security of tenure
5. Payment of Wages - should be paid directly to the employee in cash, legal tender, or through a bank.
6. Female employees- Women are prohibited from engaging in night work.
7. Employment of children - The minimum employment age is 15 years of age.
8. Safe working conditions
9. Rights to self-organization and collective bargaining

Unethical Behavior at Work

Unethical workplace behaviors are any actions in the workplace that violate the accepted moral norms of a community. These actions can be devastating to the individual, team, organization and in some instances clients or a customer.

- Lies
- Taking Credit for Others Hard Work
- Verbal Harassment/Abuse
- Violence
- Non-Office Related Work
- Extended Breaks
- Theft/Embezzlement
- Physical Harassment
- Corrupt Practices
- Bribe for Job/Promotion
- Late Night Out/Unpaid Overtime
- Verbal Harassment
- Undue Pressure
- Nepotism
- Unfriendly Work Environment
- Unrealistic Expectations

How to Solve Unethical Issues at the Workplace?

1. Have Rules
2. Accept Feedback/Complaint
3. List Consequences for Unethical Behaviors
4. Swift Justice/Disciplinary Action

ETHICS IN PROFESSIONAL ORGANIZATIONS



Employee and Employer Relationship – The Mutual Obligations

- ✓ What employers owe employees?
- ✓ What employees owe employers?

What employers owe employees

Ensuring a positive and productive work environment is a fundamental responsibility of employers. It encompasses various aspects of employee well-being and professional growth. Here are the factors companies can consider to improve employee and employer relationship.

1. *Safe and healthy work environment*
2. *Fair compensation*
3. *Respect and fair treatment*
4. *Compliance with employment laws*
5. *Opportunities for professional development*
6. *Clear communication and feedback*
7. *Privacy and confidentiality*
8. *Reasonable accommodations*
9. *Ethical business practices*
10. *Necessary tools and resources*

What employees owe employers

Creating a positive and productive work environment is vital for employers, covering everything from looking after employees' well-being to helping them grow professionally. Here are the factors employees can consider to improve employee and employer relationships.

1. *Commitment to quality work*
2. *Adherence to policies and procedures*
3. *Punctuality and reliability*
4. *Honesty and integrity*
5. *Respect and cooperation*
6. *Proactive learning and development*
7. *Confidentiality and conflict of interest*
8. *Responsible use of resources*
9. *Constructive feedback*
10. *Loyalty and positive representation*

Why Workplace Ethics Matter? Benefits & Risks of Poor Ethics

1. It can stimulate positive employee behavior and create a positive ambiance in the workplace
2. Ensures management guides and mentors their employees in a healthy environment
3. A workplace with good ethics usually strengthens the bond employees have with their superior
4. It boosts productivity through employee performance and job satisfaction which in turn increases company growth.
5. Bad workplace ethics can cause a strain in the relationship with company stakeholders
6. When it leaks (which it most likely will) poor behavior can be recorded and propelled into unsavory headlines online. This can lead to reputational damage to the brand name.

Obligation of an engineer to clients

The code states that "it is the duty of a practitioner to the public, to the practitioner's employer, to the practitioner's clients, to other licensed engineers of the practitioner's profession, and to the practitioner to act at all times with,

1. fairness and loyalty to the practitioner's associates, employers, clients, subordinates and employees;
2. fidelity to public needs;
3. devotion to high ideals of personal honor and professional integrity;
4. knowledge of developments in the area of professional engineering relevant to any services that are undertaken; and
5. competence in the performance of any professional engineering services that are undertaken."





Next steps

01.

Professional Organization

02.

ACM standard of ethics

03.

Ethics code of conduct

04.

Codes institutionalization of
Ethical Conduct

**Any
questions?
Ask away!**

Thank you