FROM: Ed Mechler, CCP, 76105,3332
TO: Norman SEEPP, Internet:norman_manny@emuvax.emich.edu
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CC: M. Barbachi, Ph.D, Internet:mrb@sei.cmu.edu
DATE: 12/4/95 8:42 AM

Re: Copy of: Continuation

Volunteers,

It has been a month since I sent my request to see if the group was still
working. I got six replies, the six I am sending this memo to. I finally got
in touch with Don G. and he reported there were problems with the group:
no reply to what yet. I also understand from Jayaramn that Mario thinks
we are working on the project; that is why he is cc. Therefore, I thought I
would note some of the work I have been doing, some additional resources,
and a priliminary Outline.
The Outline is wide open for change; designed as a starting point. I agree
with Manny that we should have reviewed more examples but I did not see
any from the membership; if you have an outline please pass it on. I did two
and have asked for ACM version plus reviewed some articles so I have
developed this prototype. I have tried to organize the subcategories but not
all that good, fill free to change. Also, fill free to change anything else. Please
return comments by the end of the year. We have an ETHICAL obligation to
develop a version for review. I plan to mix in all of your comments and get
your approval on the outline by Feb, 1996. Then we can decide what the final
version for submission should look like.

ADDITIONAL INFORMATION:

BOOKS;
        Information and Responsibility:The Ethical Challenge; R. Mason,
                F. Mason and M. Culnan
        Ethical Decision Making and Information Technology; E. Hallman
        Computer Ethics; D. G. Johnson
        Ethical Concepts for Information and Computer Science, Technology
                and Business; D Parker, S Swope, & B. N. Baker
  Maybe, since some of you are at the University, you could pick up a copy
  from the Library to see if we can use anything.
MAGS;
        Beyond Computing (IBM Mag) has a continuing two page artical
                Very practical.

Communications of the ACM Dec,95 has a number of articals
BOOHLET;
  I have ordered and received. I will try to outline and send along in a couple
        of weeks. Outline:

        "The Unwritten Laws of Engineering";by W. J. King
        First printed in 1944
        Revised and updated to reflect modern workplace
                Altered workplace definitions and nomenclature
                changing engineering demographics
                new social mores
        49 pages sets forth a professional code of conduct covering
                from interpersonal relationships to assigning responsibilities
        Draws on 25 books and articles
        timeless do's and don'ts
        Available from
                American Society of Mechanical Engineers
                Order Department
                P. O. Box 2900
                Fairfield NJ 07007-2900
                201-882-1170
                $9.95+ or $12.95 with credit card

OUTLINE:

INTRODUCTION
SYSTEM DEVELOPMENT
        Evaluate business affects and culture changes
        Implement Ethical evaluation.
        Assure proper Goals and Objectives
        Assure proper Development Methodology
        Assure proper Project Management
        Assure proper testing, debugging, Case Tools , GUI, etc
        Only approve safe and accurate documents
        Assure proper privacy, accuracy, property, access and people
PROFESSIONAL PRACTICES(Himself/Herself)
        Accept responsibility in engineering decisions for safity, health and public
                welfare; disclose endangering factors.

        Avoid conflicts of interest; disclose.
        Reject bribery.
        No paybacks from contracts
        No political contributions, gifts, commissions, etc. for award of contract
        Not accept outside work detriment to regular work
        Not represent adversary interest without consent
        Do not use employer equipment on outside engineering

No pirated soft/etc
Respect ownership

Service only in areas of competence
Faithful agents or trustees
Non-association with fraudulent businesses
Signature to only areas of competence
Same project-one party pay only
No decisions on services provided by self
No promotional efforts without consent
Salary appropriate to professal qualifications

Honestity in stating claims.
Objective and truthful public statements
Avoid deceptive acts
Not reveal confidential facts
Not falsify or permit misrepresentation
Admit own errors
Avoid misrepresentated statements

No professional compromised
Not promote own interest at expense of profession
Constructive service in civic affairs
Extend public knowledge of engineering
Prepair articles

Avoid fads
Develop ethical check lists
Develop review process
Develop contingency plans
Assure data is accurate and legitimate; kept confidentiall;
        authorized use
Customer fulfillment
Recognize and report problems to proper authorities, cooperate
Inform client if project will fail
PROFESSIONAL OBLIGATIONS(Others)
Improve understanding of technology.
Improve technical competence.
Improve ethical education
Develop ethical learning
Assist collegagues in professional development.

Not review work without other engineer knowledge
Honest criticism and credit properly.
Treat fairly all persons.
Avoid injuring others by false action.

Assure employee informed
Not attact engineer falsly

Assure only qualified signatures from others
Assignments only by educated/experience
Develop positive agreement on ownership
Assign duties to utilize for potential

Assist in development of Organization ethical environment
Assure commitment
Assure employees know
       Policies and procedures
       to protect passwords/files/soft/hard
       to cooperate with proper authorities
       to work in cometent areas
       to state opinion vs fact