



American International University- Bangladesh (AIUB)

Faculty of Engineering

Course Name:	Engineering Ethics	Course Code:	EEE 3107
Semester:	Spring 2019-20	Section:	A
Title: A report on ethical guidelines (CO5)			
Student Name:	MD. MOHSIUR RAHMAN FAHIM	Student ID:	18-39182-3
Student's Department:	B.Sc. EEE	Submission Date:	14.05.2020

Rubric:

Category	Proficient [6]	Good [5]	Acceptable [4]	Unacceptable [2]	Secured Marks
Explanation of issues <u>CA1</u>	Issue/problem to be considered critically is stated clearly and described comprehensively, delivering relevant information necessary for full understanding.	Issue/problem to be considered critically is stated, described, and clarified so that understanding is not seriously impeded by omissions.	Issue/problem to be considered critically is stated, but description leaves some terms undefined, ambiguities unexplored, boundaries undetermined,	Issue/problem to be considered critically is stated without clarification or description.	
Influence of context and assumptions <u>CA1</u>	Thoroughly (systematically and methodically) analyzes own and others' assumptions and carefully evaluates the relevance of contexts when presenting a position.	Identifies own and others' assumptions and several relevant contexts when presenting a position.	Questions some assumptions. Identifies several relevant contexts when presenting a position. May be more aware of others' assumptions than one's own (or vice versa).	Shows an emerging awareness of present assumptions (sometimes labels assertions as assumptions). Begins to identify some contexts when presenting a position.	
Student's position (perspective, thesis/ hypothesis) <u>CA3</u>	Specific position (perspective, hypothesis) is imaginative, considering the complexities of an issue. Limits of position (perspective, hypothesis) are acknowledged. Others' points of view and assumptions are synthesized within position (perspective, hypothesis).	Specific position (perspective, thesis/hypothesis) considers the complexities of an issue. Others' points of view and assumptions are acknowledged within position (perspective, hypothesis).	Specific position (perspective, hypothesis) acknowledges different sides of an issue.	Specific position (perspective, hypothesis) is stated, but is simplistic and obvious.	
Innovative Thinking or uniqueness	Extends a novel or unique idea, question, format, or product to create new knowledge or	Creates a novel or unique idea, question, format, or product.	Experiments with creating a novel or unique idea,	Reformulates a collection of available ideas.	

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|-----------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|--|
| (of idea, claim, question etc.)<br><b>CA3</b> | knowledge that crosses boundaries.                                                                                      |                                                                                     | question, format, or product.                                                                                                                         |                                                                                                                                                 |  |
| <b>Proper Documentation</b>                   | Documentation and related outcomes are logical and reflect student's informed evaluation and ability to place evidence. | Documentation and related outcomes are logically tied to a some of the information. | Documentation is logically tied to information (because information is chosen to fit the desired conclusion) but some related outcomes are not clear. | Documentation is inconsistently tied to some of the information discussed; related outcomes (consequences and implications) are oversimplified. |  |
| Comments:                                     | Total Marks<br>(Out of 30):                                                                                             |                                                                                     |                                                                                                                                                       |                                                                                                                                                 |  |

### A report on ethical guidelines:

Suppose, you are going to set up a startup company.

- You need to mention the type of the company (indicate whether it is a local and Global company) and to give a brief idea about it's purpose and organizational hierarchy.
- Write a code of ethics for your startup company. This code should provide guidelines for ethical and professional conduct and should comply with the code of ethics of some professional societies like, NSPE, IEEE, ACM, IEB etc.

**Hints:** You may include but not be limited to the following issues to write code of ethics:

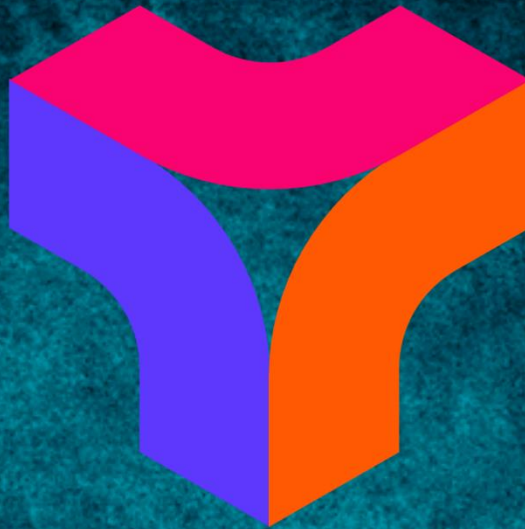
A. Ethical behavior, B. Positive work environment, C. Accurate and complete records, D. Obey the law,  
E. Avoid conflicts of interest, D. Illegal and questionable gifts or favors, E. Protect proprietary information,  
F. Reporting and compliance, G. Disciplinary measures.

**Tentative Deadline of submission: 28/04/2020**

**Submission by Email (email subject: Engineering Ethics Sec\_A : Assignment on Code of ethics)**

# Beware of Plagiarism

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# Corporate Profile



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About the company

Company was founded «**ARSA Ltd.**» for general construction and real estate investment in 2020, As a company specializing in engineering and real estate investment, and it is operated by a team that is proud to provide quality services to rankings customers.

Our founders of the company have full track record and extensive experience in the fields of construction and engineering and we seek with our distinguished team to be one of the leading companies in our field. **ARSA Ltd.** one of the new Global Company. We are an extension of **MRF Group** Company, which was established in 2007 in Istanbul, Turkey and has a long history in the Global market through huge projects.

Business Identity

The identity of the «**ARSA Ltd.** » commercial values of our values and vision. Our brand identity includes our distinctive logo which reflects the philosophy of our work and our services, which we work with every effort and passion to offer to our customers.

OUR MISSION

To be the pioneers in the use of modern technologies to provide the highest quality services at the lowest cost and in the fastest time locally then regionally.

Our vision

Our vision is to be the first choice for value-added approaches and innovative solutions in the areas of construction and real estate investment, and to work hard to achieve long-term visions in which we seek to become a leading business enterprise associated with construction.

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### *Our Message*

In the company of « **ARSA Ltd.** » we carry a noble message with economic and social goals and stems from our comprehensive view of the reality and future of our homeland, through which we seek to serve the nation and the public interest.

### *Our values*

The management of the company believes in the rapid and sustainable growth that targets the three construction bases of the «schedule, budget and quality» so that we adhere to the schedule within the estimated budget and occupational safety standards and quality to ensure the satisfaction of our customers.

As we seek to fulfill and adhere to the three principles of building, we rely on values and principles we do not compromise:

- **Honesty at work:** We committed ourselves to work hard and sincerely and fully.
- **Clarity and transparency:** We discuss with our - valued customers everything related to the work and raise all the challenges so that the deal is clear from all sides.
- **Take responsibility:** We take full responsibility for - our work and we work to keep the client away from any problems or obstacles.
- **Creativity and innovation:** We support innovation - in the work team and encourage innovation as these two values part of the success and a path of excellence.

# ARSA

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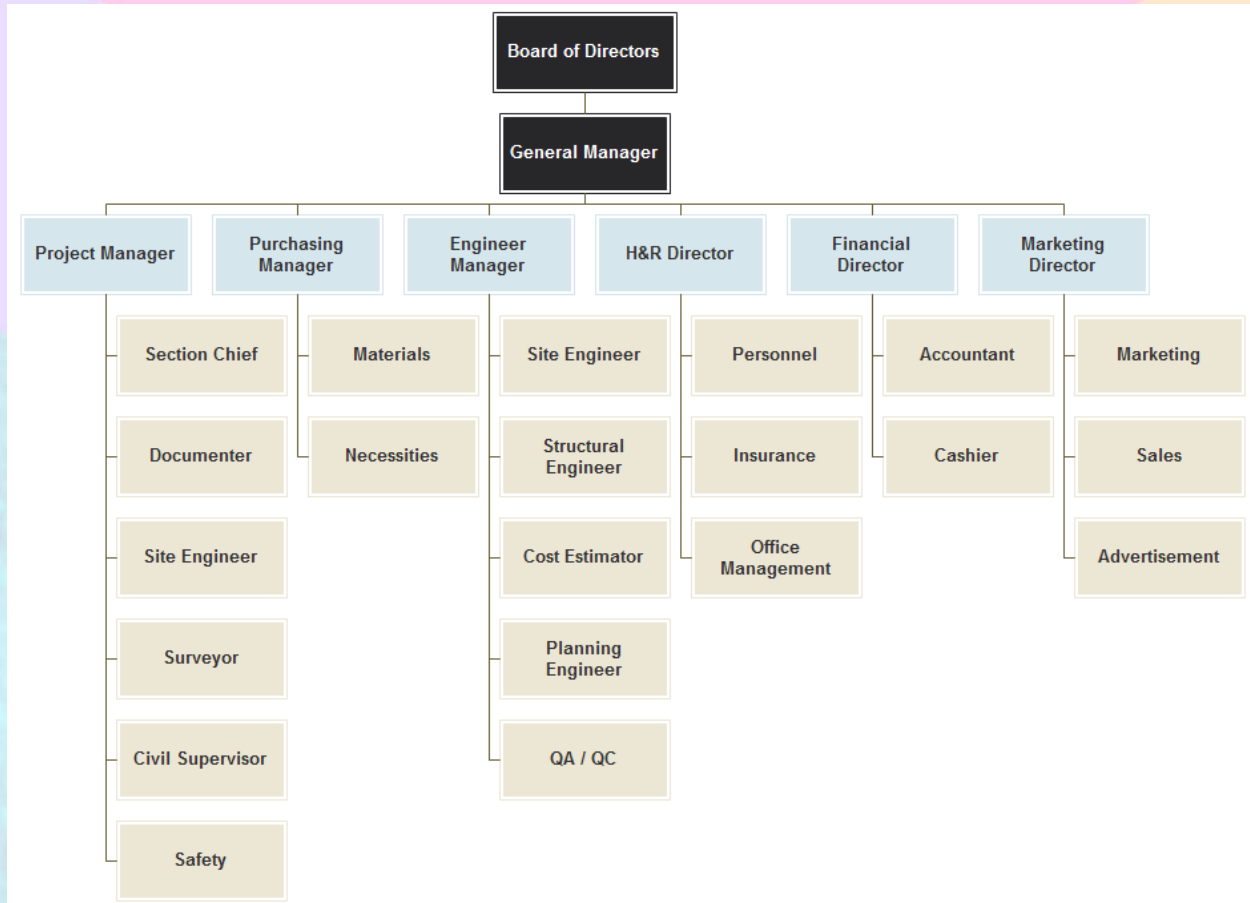
### Elite Services

The company relies on its own resources to commit to any of its projects of any type and level.

- ✓ Implementation of all construction and maintenance work. Construction and installation of prefabricated and metal buildings, construction of sports and residential cities, commercial markets, tourist cities, hospitals and clinics.
- ✓ Construction of hotels, resorts, resorts, parks, restaurants, cafés and all infrastructure works such as roads, pavements, parking stations, water, sewerage, telephone and electricity networks.
- ✓ Drilling and deepening and maintenance of water wells.
- ✓ Design, construction and maintenance of airfields, airports, roads, bridges.
- ✓ Establishment of workshops, laboratories and factories to achieve their objectives.
- ✓ Carrying out all works of carpentry, metalwork, woodworking, metalwork, mechanical, electrical, decoration and facades works, carrying out engineering and project studies, preparing maps and drawings necessary for implementation and supervising the implementation of various projects.
- ✓ Real estate investment, purchase of land and buildings, investment and sale.
- ✓ Carry out general cleaning and waste removal services.
- ✓ The company is entitled to the recycling of concrete mixers and the manufacture of building materials and the importation of the necessary equipment.
- ✓ The company has the right to own real estate and movables necessary to achieve its purposes.

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## Organization Hierarchy



# ARSA

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CODE OF CONDUCT & WORKPLACE ETHICS



Preamble

ARSA Ltd. is committed to ensure that its business is conducted, In all respects and all the according to rigorous ethical, professional and legal standards, which prevail from time to time, in the same industrial sector in which company conducts its normal business. The Company is also committed to create a workplace, at all of its working locations, that, all the times, is free from harassment and discrimination, where co-workers are respected, and provided an appropriate environment so as to encourage good performance and conduct.

To achieve this goal all Employees must follow the **ARSA Ltd.** Code of Ethics.

ARSA Ltd. Code of Ethics as Follow:

1. **ARSA Ltd.** Employees shall act for client as faithful agents or trustees and also he or she shall be act truthful manner.
 - Professionalism/Standards
 - Be Accountable
 - Develop Professional Relationships
2. All **ARSA Ltd.** Employees shall exhibit and promote the highest standards of honesty and business conduct throughout all activities.
 - Work-Life Balance
 - Training & Development-Focused
 - Recognition for Hard Work
3. Comments and completion of the work according to contract agreement and schedule. Work should be completed in time.
4. This policy applies to all organizational members regardless of rank or employment type.
5. **ARSA Ltd.** Employees shall not be influenced in their professional duties by conflicting interests.
 - Work and Humor
 - Positively Encouraging

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6. **ARSA Ltd.** shall not tolerate extortion, fraud bribery, gift or any other form of corruption. Political contributions are not permitted.
7. **ARSA** Employees shall not disclose, without consent, confidential information concerning the business affairs or technical processes of any present or former client or employer, or public body on which they serve.
8. Employees shall issue public statements only in an objective and truthful manner.
9. **ARSA Ltd.** is an equal opportunity employer. All **ARSA** employees will be treated only and without discrimination regardless of race also treat each other with respect, professionalism, fairness, and sensitivity to our many differences and strengths, including in situations of high pressure and urgency.
10. **ARSA** recognizes that people with different backgrounds talents, skills, attitudes and experiences bring fresh, independent knowledge and experience.
11. The company (**ARSA Ltd.**) shall ensure that all activities are undertaken with respect to relevant articles of the universal declaration of Human Right.
12. **ARSA Ltd.** shall encourage and reward professional integrity and actively seeks the elimination of all conflict of interest. The company assess shall not be used for personal gain.
13. The use of funds, property, or things of value of the Company or any of its subsidiaries for any purpose which would be in violation of any applicable law or regulation is strictly prohibited.

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