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## Pmi code of ethics and professional conduct pdf

Ethical analysis is a systematic approach to determining the right moral decision in a particular situation. By analyzing the situation logically, in accordance with your code of ethics, you can find out which options are both effective and moral. The principles of ethical analysis encourage you to paint an accurate picture of the situation and think through the effect of your decisions before acting. In business, you can use ethical analysis to restore your company's actions when your colleagues or managers perform unethical actions. Gather the facts. The University of Kansas' Center for Teaching Excellence states that high-quality ethical analysis requires collecting as much information as possible, making sure the facts are accurate, and getting to know what information you don't have. Identify ethical issues. The Computing Cases website states that when deciding on an action, you may need to consider issues related to quality of life, use or abuse of power, safety, property rights, privacy and honesty. Specific moral issues will vary from case to case. Identify the parties involved. For example, if you find that the supervisor insists that his subordinates sell defective goods, not lose money by destroying them, then traders, bosses, customers and owners of the company will be affected if this becomes clear. List potential solutions and possible consequences if you act on them. In case of defective goods, for example, you can report to the supervisor to the supervisor, offer your support to the sellers if they reject his orders, report what is going on to a regulatory agency or the media, do nothing or find a job elsewhere. Each decision will have different consequences. Choose the most ethical actions to follow. The University of Nevada recommends assessing which action will generate the best for as many people or which is most likely to solve the problem. Reporting defective goods to management can benefit all involved - if management acts quickly - except for unfair oversight. Reporting the problem to an external agency will put pressure on the government to deal with the problem quickly and make sure it doesn't happen again. In the end, you will have to decide based on the specific circumstances with which you are dealing. When an employee starts a new job, the company employee's manual is one of the first documents he receives. Similarly, students often receive a copy of their school's code of conduct. The Code of Conduct is an important asset of the organization, which outlines how members are expected to behave when actively engaged with the organization, as well as in their own time. code of conduct and the code of ethics are not the same thing, although the two documents can relate to each other and be used to support each other. A Code of Ethics is a document that principles to be followed by the company and its employees. A code of conduct sets out how employees should comply with the code of ethics and clearly indicate which actions are acceptable and encouraged and that are unacceptable. By writing a code of conduct, a company explains its culture. It answers many of the questions employees have about working with the employer and eliminates the grey area of challenges managers may face. The code of conduct clearly specifies exactly what kind of behaviour is expected of the members of the organisation. The employer's code of conduct for employees may indicate a way by which they can lodge complaints on workplace matters; how to report indicators such as profit, consumer engagement and company losses; how employees should behave to both consumers and their colleagues and actions they can expect to face disciplinary action. Those disciplinary measures should be included in the code of conduct. In many cases, an organization creates multiple codes of conduct. This is because the organization needs different things from the different groups it serves and is served by. For example, a school may have a code of conduct for students, as well as a code of conduct for teachers and staff. Code of Conduct for students can be addressed to: Plagiarism. Reporting an infringement. - Dress code. A policy of absence. The correct use of technology. While a code of conduct for teachers will instead pay attention: How to contact students' parents. Enrollment and presentation of students' grades. - Dress code. Leave politics alone. Companies can find examples of code of conduct rules by looking at the codes of conduct of other companies. Some choose to draw inspiration from other companies in their industry to ensure that they cover all industry-specific issues, such as certain legal or ethical standards that companies in other industries should not follow. An example is medical practice, including hipaa privacy rules in the code of conduct. In a similar trend, many companies consider the codes of conduct of other local companies to ensure that they do not miss employer requirements for certain cities or countries, such as anti-discrimination policies for certain protected classes. Many companies also look at the codes of conduct of big brands, especially brands, which are widely known for having employee-friendly workplace cultures to find effective examples of code of conduct requirements. Google's Code of Conduct is available online for anyone to read and read inspiration from, as well as a code of conduct for and IKEA for their suppliers. An easy way to find examples of code of conduct guidelines is the Google Code of Conduct. A well-developed code of conduct clearly indicates what is expected of the group for which it is written and provides sufficient to make sure that the reader understands every part of the code. This supporting material may include: diagrams illustrating specific scenarios. Infographics showing the causal reaction to following (or not following) the code of conduct. The actual anecdotes that refer to the code of conduct. Hypothetical situations where different points of the code of conduct are played. An effective code of conduct is one that is fair, transparent and clearly sets out the expectations of all members of an organisation, not just employees. When writing a code of conduct, an enterprise owner or human resources director should focus on the following principles: Fairness. Accountability. Clarity. Ethical practices. Respect for the people. Legal requirements such as labour law, antitrust laws, accountability requirements and environmental regulations. Safety. Integrity. A well-developed code of conduct protects both employees and the employer. Clear information about disciplinary measures used for specific employee actions can help the company avoid retaliation, while clear information about the company's ethical practices can help an employee assess whether there are any real grounds to file a whistleblower complaint. What should be in a code of conduct depends on the type of organization for which it was written. A nonprofit needs a different code of conduct from business, and the public school needs a different code of conduct from a private fraternity organization. Although there are overlaps between different types of codes of conduct, each type of organisation has type-specific needs to consider when developing a code of conduct for the individual groups within it. For example, a school code of conduct should evolve around creating an atmosphere that is conducive to learning and promoting student success, while a code of conduct of a nonprofit will focus on promoting the cause that the organization supports. The employer's code of conduct may include: Employee Leave Policy. The company's opening hours. If employees are expected to be available within hours. The company's definitions of conflicts of interest and how to deal with them. Employee internship. Legal reporting requirements, such as those imposed by the Sarbanes-Oxley Act. Proper use of e-mail, the Internet and other technologies. The company's participation in the community. Operational procedures for the business. Rules for gifts and entertainment. How employees use their expenses. Terms and conditions for rest of meals and rest. Behavioral standards. Violations of the company's behavioral standards and consequences. How issues such as safety violations and sexual harassment. The values of the company, compliance resources. When developing a code of conduct, it may be useful for a business owner or human resources department to ethics of the company code. Although a code of conduct is much more detailed and operational than a code of ethics, the use of the ethics document can put the reader in a behavioural-oriented mindset. It may also use the ethical standards it read as a guide to the code of conduct and rely on the ethics document to create a well-organised, visually appealing code of conduct that clearly communicates its points, complementing the rest of the staff handbook. Some organizations create simple codes of conduct and organize them as numbered or leading lists. Others get more creativity and create acronyms or organize key points in a question-and-answer format. Some, like Google's Code of Conduct, use very colloquial language that aims to read like a chat between the employee and human resources, while others have a more formal tone. An effective code of conduct is one that leaves no room for confusion. A clear, somewhat uninteresting code of conduct is a much better choice than a creative yet confusing one. Although a company can work with its brand in its code of conduct, the author of the code of conduct should always remember that clarity is its top priority, because when a code of conduct is vague, misunderstandings can easily lead to employee errors. Errors.

