

## ETHICS AT WORK

Your company ethics are more than a policy book or a written code of behavior. The true ethical standards of your company are the habits and behaviors that are accepted and consistently applied to how you do your work and business. While ethics are seen by many as the “rules” of your organization, highly ethical companies support ethics through a process of employee ownership of character standards and accountabilities.

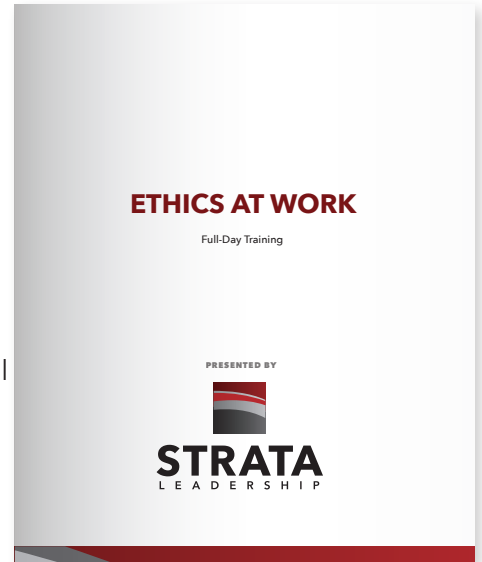
In this training you will learn how a culture of ethics is created and owned by employees. You will start by learning the basics of ethics and assess how you can become a part of setting the standard of behavior for your company. Participants will learn how to implement the three core elements of an ethical workplace (Awareness, Character, and Ownership) for personal and workplace development.

### PARTICIPANTS WILL LEARN HOW TO:

- Understand what it means to have an ethical workplace
- Practice making ethical decisions
- Communicate the importance of ethical behavior and standards
- Identify key ethical dilemmas within your work and organization
- Use resources to understand culture strengths and development opportunities
- Identify methods for supporting ethical behaviors at all levels of the organization

### HOW YOUR ORGANIZATION WILL BENEFIT:

- Increase awareness of ethical situations
- Improve decision-making
- Decrease unethical behavior
- Create clarity of organizational standards of work and service
- Strengthen accountability



### COURSE OUTLINE:

1. The State of Ethics
2. What is an Ethic
3. Ethical Awareness
4. Character Development – The Foundation of Ethical Behavior
5. Creating an Ownership Culture That Takes Pride in Doing Business the Right Way