

PROFESSIONAL ETHICS

PROFESSIONAL CONDUCT & PERSONAL MORAL JUDGEMENT



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DCNR/NDEP/BSDW/LCP



**Ethics is Something you Either Have
Or
Don't Have**

True or False ?

A sunset scene with a bright sun on the left, casting a golden glow over a field. A large tree is visible on the right side of the frame. The sky is filled with soft, orange and yellow clouds.

FALSE

Ethics is an Invisible Employee Behavior Noticeable by its Absence

Ethics is Something that is Learned and Chosen Throughout One's Life

Deontology

De-on-tol-o-g

How do we decide what is right?

Deontology: the study of moral obligation what is binding, necessary, and right.

I can be a good person by applying my reason to the discovery of moral behavior.

Immanuel Kant 1788

Practical Reasonability: *Affirms the existence of an absolute moral law that is categorically imperative* Immanuel Kant 1788

Ethics: *that branch dealing with duty, moral obligation, and right action is the science of moral duty* Jeremy Bentham 1826

Ethics - a System of moral values that establish appropriate conduct

- **Principles**

Most people see Ethics as synonymous with respect, loyalty, honesty, and trust. These are a few of the moral principles of Ethics.

- **Costs**

Average organization loses \$9/day per employee to fraud, waste and abuse. Fraud waste and abuse cost businesses \$400 billion annually.

- **Studies**

Suggest that morale is higher in organizations where employees observe ethical behavior from management.



Unethical Attitudes

**Amoral = Lacking Moral Sense
Ethically unaware (naïve)**

**Immoral = Not Conforming to Accepted Standards of Morality
If you don't get caught is it still wrong ?**



Management has the Responsibility to Set Ethical Standards

**Employees must know the difference between Right and Wrong
They must be Ethically aware
Abides by a Code of conduct**



NEVADA DIVISION OF
**ENVIRONMENTAL
PROTECTION**

STATE OF NEVADA
Department of Conservation & Natural Resources
Brian Sandoval, Governor
Bradley Crowell, Director
Greg Lovato, Administrator

**LCP QAM
Rev. 19
Appendix C
CODE OF CONDUCT
ETHICAL STANDARDS**

I have read Appendix C; Ethical Standard Operating Procedure and I agree to follow the procedures presented therein and to abide by the ethics policy.

Printed Name: Donald LaFara

Signed: Don LaFara Date: 1.5.17

Printed Name: Michael Antoine

Signed: [Signature] Date: 1/5/2017

Printed Name: Joseph Mwakapumba

Signed: [Signature] Date: 1/5/2017

Printed Name: Michelle Nenzel

Signed: [Signature] Date: 1/5/2017

Printed Name: Jennie Fong

Signed: [Signature] Date: 1/6/2017

Printed Name: Paige Menicucci

Signed: Paige Menicucci Date: 1/6/2017

A dramatic, low-angle photograph of a stormy sky. Dark, heavy clouds are illuminated from below by a bright light source, likely the sun or moon, creating a strong glow and highlighting the textures of the clouds. Several bright, jagged lightning bolts are visible, striking downwards from the clouds. The foreground is dark and silhouetted, showing the tops of trees and a horizon line.

Management's Commitment to Ethical Behavior
Lead By Example
Provide Training
Be a Role Model

ETHICAL VALUES OF A ROLE MODEL

Accountable

Honest

Caring

Professional

Dependable

Loyal

Fair

Respectful

Responsible



ETHICS IS A PERSONAL RESPONSIBILITY

**THE RESPONSIBILITY FIRST AND FOREMOST RESTS WITH YOU
ETHICS IS A PERSONAL MATTER, YOU THE INDIVIDUAL MUST
CONSCIOUSLY FOCUS ON ETHICAL & PROFESSIONAL
BEHAVIORS & NOT LET THAT FOCUS WAIVER, EVER**

No do overs

Ethical Principles & RESPONSIBILITIES

Make a Commitment to Professionalism

Exercise Sensitive Professional and Moral Judgment

Do what is right in the absence of rules

Integrity is Telling Myself the Truth

Honesty is Telling the Truth to Others

If it is Not Right Don't do it

If it is not True Don't Say it

Doing the Right Thing when Nobody's Watching

Ethics in the Work Place

Main types of Unethical Behavior

Lying

Withholding Information

Intimidation, Abuse

Falsely Reporting Time Worked

Discrimination

Most Investigated Misconduct

Conflict of Interest

Misuse of Authority, Resources

Gifts, Theft

Sexual Harassment

What Drives Unethical Behavior?

Unrealistic Expectations

Work Dissatisfaction

Financial Problems

Ability to Rationalize Unethical Behavior

Loss of Loyalty

Reinforce Specific Leadership Behaviors to Encourage Ethical Behavior

How to Prevent Unethical Behaviors

When moral standards are unclear or unenforced, it's easy for People to act in questionable behaviors that are readily rationalized.

Reinforce Specific Leadership Behaviors to Encourage Ethical Behavior

- Practice Active Listening
- Reinforce ethical behavior
- Make ethics a hiring priority
- Make integrity a job requirement
- Discuss ethics during performance reviews
- Pay attention to personal character when hiring
- Encourage managers to share credit for success
- Educate managers about employees ethical use of social media

Protection Mechanism for Whistleblowers

Confidentiality

A whistleblower is a person who exposes any kind of information or activity that is deemed illegal, unethical, or not correct within an organization that is either private or public.

Protection from Retaliation.

Whistleblowers are Protected by Law [NRS 281.611 through 281.671](#) encourages State officers and employees to disclose improper governmental action, and it is the intent of the legislature to protect the rights of employees who make such a disclosure.

Prevent Unethical Behavior

Open Communication

Encourage employees to Ask when in Doubt

Get Everyone on Board

Explain the Mission of the Organization

Build a Culture of Quality

Don't ask the Impossible of Co-Workers or Subordinates

Employees only want to Please the Boss



Leadership is Not a Title, It's a Behavior

**Clearly and frequently communicate the desired behaviors and why
They are Important**

**Be a Role Model, Acknowledge Professionalism
Reward Good Behavior and Encourage Good Judgement**

Enable your Staff, give them the tools to do their Job

Provide Ethics Training Annually

Co-workers Balance

Working well with others involves understanding human nature, being willing to compromise, and looking beyond the surface to understand people and the reasons for their actions

Employees who get along with different types of people in the workplace show their flexibility and adaptability, two traits that are highly sought after

You can always improve your interpersonal dealings with a variety of people while on the job. It's all about attitude

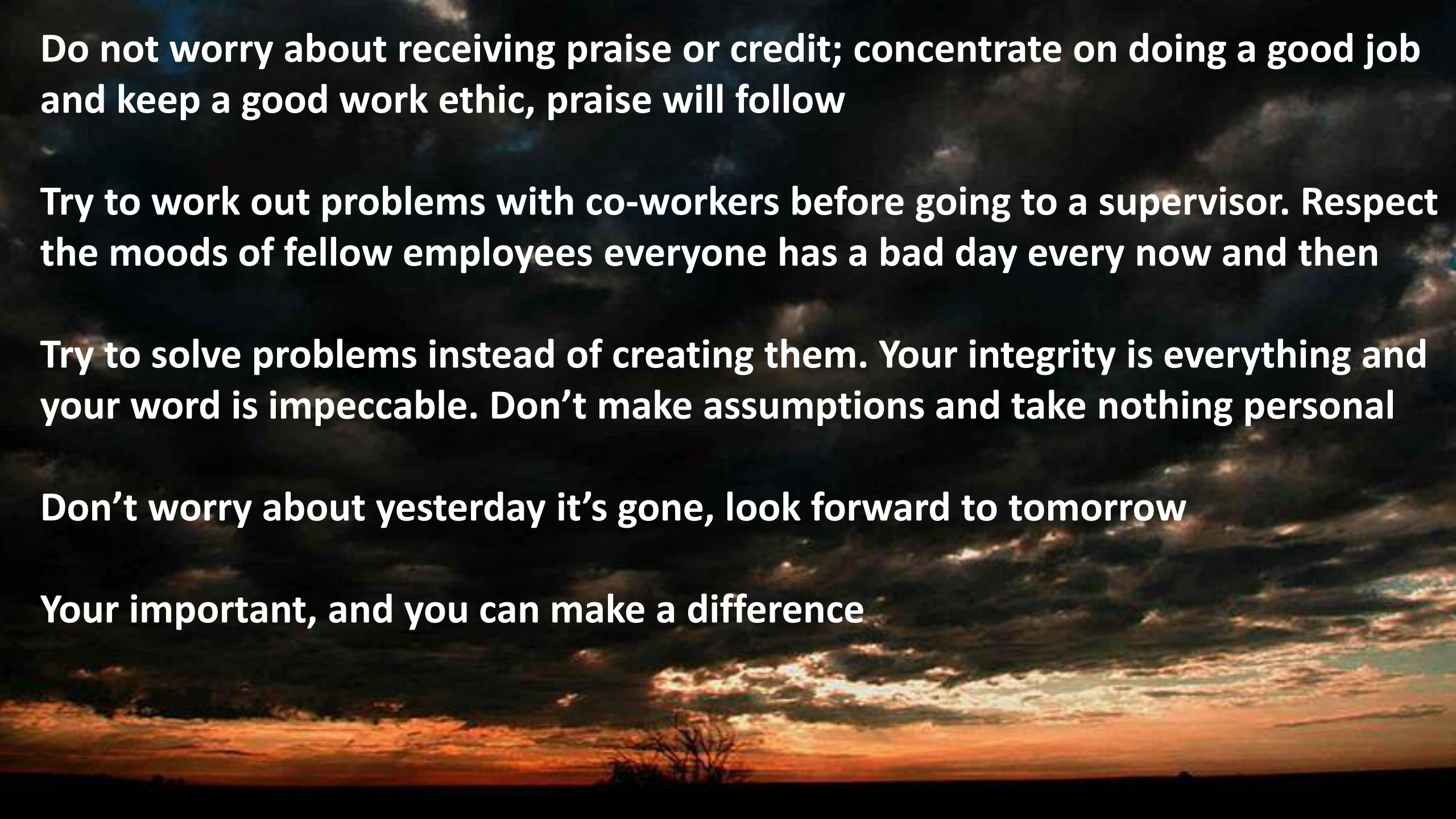
No matter what the job, we need to respect each other and work together to accomplish the Task and the mission

The most important thing to remember when dealing with co-workers, especially difficult co-workers, is to remain professional

Treat others as you would like to be treated and Keep an open mind

Never lie or spread gossip and don't make promises you can't keep

Do not discuss topics in the office that would make co-workers uncomfortable



Do not worry about receiving praise or credit; concentrate on doing a good job and keep a good work ethic, praise will follow

Try to work out problems with co-workers before going to a supervisor. Respect the moods of fellow employees everyone has a bad day every now and then

Try to solve problems instead of creating them. Your integrity is everything and your word is impeccable. Don't make assumptions and take nothing personal

Don't worry about yesterday it's gone, look forward to tomorrow

You are important, and you can make a difference

CONTACT THE NEVADA ATTORNEY GENERAL REPORT FRAUD WASTE AND ABUSE

Here is the information to help you contact the Nevada Attorney General's Office.

Attorney General's Bureau of Consumer Protection Hotline: 702-486-3132. Most Nevadans can contact the Nevada Attorney General's Office with a local telephone call to our nearest office.

**Carson City Office
Office of the Attorney General
100 North Carson Street
Carson City, NV 89701
Telephone: 775-687-2100**

**Reno Office:
Office of the Attorney General
5420 Kietzke Lane, Suite 202
Reno, NV 89511
Telephone: 775-684-1100**

**Las Vegas Office:
Office of the Attorney General
Grant Sawyer Building
555 E. Washington Avenue, Suite 3900
Las Vegas, NV 89101
Telephone: 702-486-3420**



Questions ?

