PROFESSIONAL ETHICS

PROFESSIONAL CONDUCT

&

PERSONAL MORAL JUDGEMENT

Presented by: Don LaFara
DCNR/NDEP/BSDW/LCP
Ethics is Something you Either Have
Or
Don’t Have

True or False ?
FALSE

Ethics is an Invisible Employee Behavior Noticeable by its Absence

Ethics is Something that is Learned and Chosen Throughout One's Life
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 looses $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.
Management has the Responsibility to Set a Standard that Reflects the Employer Expectations.

- **Ethical Relativism**
  Is the Position that there are No Moral Absolutes, no Moral Right and Wrongs. Instead, Right and Wrong are Based on Social Norms.

- **Ethical Fundamentalism**
  Strict Adherence to the Basic Principles of any Subject or Discipline.

- **Ethical Universal-Particularism**
  Exclusive Attachment to One's Own Group, Religion, Party, or Nation.
Unethical Attitudes

Amoral Lacking Moral Sense
Business is business and law = ethics
Business exists only to make money
Ethically unaware (naïve)

Immoral Not Conforming to Accepted Standards of Morality
If you don’t get caught it isn’t wrong
Unethical for the firm
Unethical against the firm
Management has the Responsibility to Set Ethical Standards

The Moral Employee

- Ethically aware
- Knows the difference between Right and Wrong
- Proactive
- Abides by a Code of conduct
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: ______________________ Date: 1/5/17

Printed Name: Michael Antoine
Signed: ______________________ Date: 1/5/2017

Printed Name: Joseph Mwakapumba
Signed: ______________________ Date: 1/5/2017

Printed Name: Michelle Nenzel
Signed: ______________________ Date: 1/5/2017

Printed Name: Jennie Fong
Signed: ______________________ Date: 1/6/2017

Printed Name: Paige Menicucci
Signed: ______________________ Date: 1/6/2017

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ETHICAL VALUES OF A ROLE MODEL

Honest       Caring
Integrity    Accountable
Dependable   Professional
Fidelity     Responsible
Fairness     Respectful
Attitude     Excellence
Professional & Personal Attributes
Your Work Should Be
  Relevant Reliable
  Verifiable Accurate
  Precise Objective
  Reproducible Comparable
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
But who is responsible for increasing our ethical sensitivity – and how can they accomplish this?

**SOUND ETHICAL CHOICES WITHIN ORGANIZATIONS START AT THE TOP BY SETTING THE EXAMPLE**
- Management’s Commitment
- Attitude
- Lead By Example
- Training
- Be a Role Model
Ask Yourself the Right Questions

- What are the core values and beliefs of my organization?

- Whose values, beliefs and interests may be at risk in this decision?

- Who will be harmed or helped by my decision or by the decision of my organization?

- How will my own or my organization’s core values and beliefs be affected or changed by this decision?
Ethical Principles

RESPONSIBILITIES
Exercise sensitive professional and moral judgment

Make a Commitment to Professionalism

Integrity
Maintain and broaden public confidence
Do what is right and just in the absence of rules
With highest sense of integrity
Ethics in the Work Place

Main types of Unethical Behavior
Lying; Withholding Information; Intimidation and Abuse; Falsely Reporting Time Worked; Discrimination

Most Investigated Misconduct
Conflict of Interest; Misuse of Resources; Gifts; Theft & Sexual Harassment
NRS 281.553 Honorarium
State Law Prohibits Public Employees and Public Officers from Accepting or Receiving an Honorarium, Defined as the Payment of Money or Anything of Value, for an Appearance or Speech while Acting in the Capacity of a Public Officer or Employee.
NRS 218H.060  “Gift” defined

1. “Gift” means any payment, conveyance, transfer, distribution, deposit, advance, loan, forbearance, subscription, pledge or rendering of money, services or anything else of value.
What Drives Unethical Behavior?

1. Unrealistic Expectations
2. Work Dissatisfaction
3. Financial Problems
4. Ability to Rationalize Unethical Behavior
5. Loss of Loyalty
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 Maleficence or 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 Service

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 to the Organization.

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 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. Keep an open mind. Focus on the team.

Be polite. Never lie or spread gossip. Never confront or ignore a co-worker.

Don’t make promises you can’t keep. Be kind to your clients and co-workers.

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. Your important, only 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 ?