



Ethics 101
Jill Moss

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Human Resource Management

Organizational Development

Strategic Leadership

Conflict Resolution

Industrial & Organizational Psychology



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I am passionate about helping organizations cultivate thriving work cultures where employees are genuinely excited to come to work and find deep purpose in what they do.



Intention & Commitments

Objectives



Understand the Foundations of Workplace Ethics



Identify Common Ethical Dilemmas



Explore the Role of HR in Promoting Ethics



Develop Ethical Decision-Making Skills



Foster a Culture of Transparency and Accountability



Promote Continuous Ethical Education



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Ethics: What is it?

What percentage of employees believe they act ethically all or most of the time?



A) 67%

B) 48%

C) 83%



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What percentage of employees believe they work in an ethical environment?

A) 33%

B) 13%

C) 73%





What percentage of
employees believe they
perform in the Top 10% of
performers?

74%



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BUSINESS ETHICS

“Business ethics are principles that guide decision-making and fulfill responsibilities to society, customers, and employees.” **-Harvard Business School Definition**





Building Your Code of Ethics

1. Identify Core Values
2. Know Best Practices & Common Ethical Challenges in Industry
3. Receive Input from Key Stakeholders
4. Create clear, concise guidelines
5. Ensure Alignment with Legal Requirements
6. Communicate & Educate
7. Implement and Enforce
8. Regularly Update



Core Values

Our way of being

Examples that emphasize good ethics:

- Always do the right thing even when no one is watching
- Value and treat everyone with dignity, fairness, and compassion
- Stand up for what is right and challenge anyone who is not living our values
- Promote open and honest communication
- Always act like an owner/ Take ownership and responsibility



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Common ethical dilemmas

Healthcare:

- Confidentiality & End-of-life decisions

Finance:

- Conflicts of interest & Insider Trading

Technology:

- Data Privacy & Artificial Intelligence creation

Human Resources:

- Fairness in hiring
- Employee privacy vs. organizational interest
- Confidentiality vs. Transparency
- Handling conflicts of interest
- Downsizing & termination decisions





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Hiring & Onboarding for Ethics



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JOIN OUR TEAM!



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Hiring Ad Sample Language

Join a Team Where Integrity Meets Impact

We believe in doing the right thing, even when no one is watching.

Be part of a company that prioritizes ethical decision-making and values the impact we have on our community and the world.

You deserve to work alongside professionals who believe in the power of integrity and teamwork.



Behavioral Based Interviewing

“Tell me about a time when you were faced with an ethical dilemma at work. How did you handle the situation, and what was the outcome?”

“Describe a situation where you noticed a colleague or team member engaging in behavior that you believed was unethical. What steps did you take, and what was the result?”

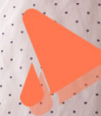
New Employee Orientation



TELL STORIES



FOCUS ON
CORE VALUES



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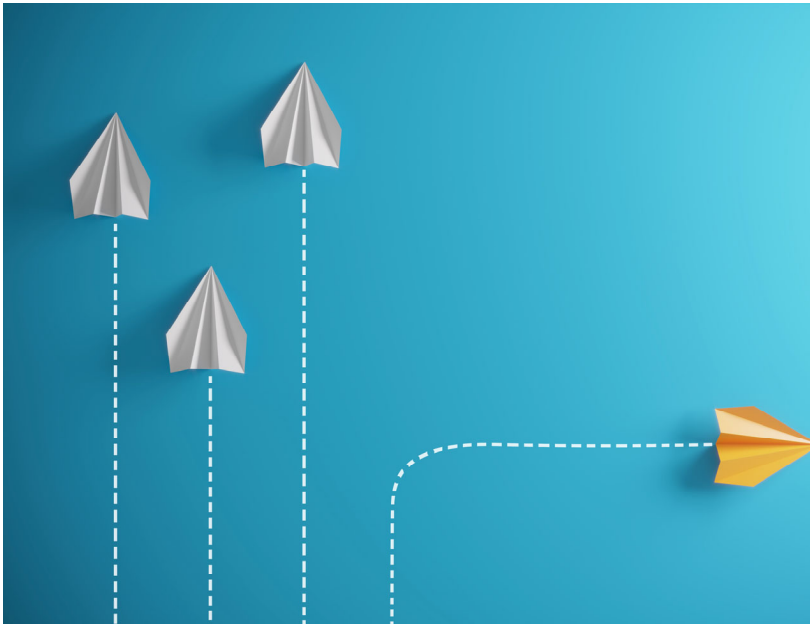
Maintain your Culture of Good Ethics



Eliminate a
“Snitches Get Stitches”
Culture

- Live it. Set the example.
- Provide training on how to address unethical behavior.
- Provide anonymous feedback options to report unethical behavior.
- Take Action
- Build ethical behavior standards into your performance evaluations

PLUS Filter for Decision-Making



- **P = Policies**

Is it consistent with my organization's policies, procedures and guidelines?

- **L = Legal**

Is it acceptable under the applicable laws and regulations?

- **U = Universal**

Does it conform to the universal values my organization has adopted?

- **S = Self**

Does it satisfy my personal definition of right, good, and fair?

Ethics & Compliance Commission



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Ethics One & Done


Ongoing Ethics Training

- Find ways to incorporate Ethical behavior
 - Special section in newsletter
 - Open Enrollment: re-sign Code
 - Skills/Competency Training

Performance Evaluations

- Build ethical behaviors into your performance evaluations





“Yeah, but...” Scenarios



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“Yeah, but...everyone else is doing it.”

Response:

Just because something is common practice doesn't mean it's right. Following the crowd can lead to ethical lapses. It's important to have the courage to stand up for what's right, even when it's difficult.

Set the standard, don't follow the lowest common denominator.



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“Yeah, but... it’s not my responsibility.”

Response:

Ethical behavior is everyone’s responsibility. If you witness unethical practices, it’s your duty to report it and take action. Ignoring unethical behavior can be just as damaging as participating in it.



“Yeah, but...we need to hit our targets.”

Response:

Pressure to meet targets or deadlines can never justify unethical behavior. Short-term gains achieved through unethical means can lead to long-term damage, both to the organization and to individual careers.



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“Yeah, but...we can't afford to lose our top performer



The long-term risks of allowing unethical behavior to go unchecked is much worse than the short-term fear of losing an employee.

Ethical lapses by top performers can undermine team morale, set a negative precedent, and ultimately harm the company's reputation and culture, which could be even more costly in the long run.

“Yeah, but...our industry is different”



Ethics can be a competitive advantage, rather than a hindrance. Companies known for their integrity often attract better talent, build stronger customer loyalty, and avoid costly legal issues.

Ethical practices can drive sustainable success, even in a competitive industry.

A woman with glasses and a patterned shirt stands in a meeting room, presenting to a group of people seated in front of her. The room has large windows overlooking a city building. The text "Final Thoughts" is overlaid on the image.

Final Thoughts



Commitment to Ethical Leadership

Your Role as HR Professionals:

- ▣ Define, communicate, and uphold ethical standards.
- ▣ Lead by example and create a legacy of integrity.



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What's Your One Thing



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Thank You!

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