

Ethics in the Workplace

Based on SAQA's Unit Standard 252217 NQF Level 4, 4 Credits | 4 OPISA CPD Points

Introduction

In today's business environment, the importance of corporate accountability has never been more critical. Companies that are perceived to operate with integrity, see tangible benefits such as being able to attract and retain quality staff, an improved reputation and increased trust and customer loyalty.

In this course, we will highlight the importance of proper corporate behaviour, spanning from accounting practices to interpersonal interactions.

This course is suitable for all levels of employees – everyone from executives to subordinates.

Course Objectives

- Describe your company's code of conduct and ethical issues
- Adhere to the code of conduct
- Identify and understand the ethical issues in your organisation
- Raise ethical awareness in your organisation

Course Outline

Understanding ethics

- Ethics and corporate governance
- The strategic importance of ethics for organisations
- Institutionalising ethics in organisations

Code of conduct

- The purpose of a code of conduct
- The principles of a code of conduct
- The relationship between a code of conduct and successful marketing

Applying the code of conduct

- Analyse a code of conduct
- Discuss the implementation of a code of conduct
- Identify possible deviations from the code of conduct and how these could be addressed

Implementing ethical standards in an organisation

- Implementing an ethics safe reporting (whistle-blowing) system
- Preventing corruption
- Building ethical awareness in your organisation