



# Business Ethics Workshop

*“Ethics are important not only in business but in all aspects of life because it is an essential part of the foundation on which of a civilized society is build. A business or society that lacks ethical principles is bound to fail sooner or later” Henry Posters*

Most people agree that applying ethics in business makes good sense. Henry Posters captures this well by stating that a business that behaves ethically induces other business associates to behave ethically as well. If a company exercises particular care in meeting all responsibilities to employees, customers and suppliers it usually is awarded with a high degree of loyalty, honesty, quality and productivity. When individuals operate with a sense of confidence regarding the ethical soundness of their position, their mind and energies are freed for maximum productivity and creativity. On the other hand, when practicing unethical behaviour, the individual finds it necessary to engage in exhausting subterfuge, resulting in diminished effectiveness and reduced success.

## Workshop Objective

This workshop will assist everyone in your business in navigating the business world in an ethical manner. The aim is to provide your employees with the necessary knowledge and practical tools to effectively implement business ethics in the workplace and allow everyone to be business ethics champions.

Getting your entire business thinking about issues related to ethics in the workplace is sometimes an uphill battle, and in some businesses it is not always at the forefront of everyone’s mind. However, understanding ethics in the workplace is crucial to many areas of business operation, regardless of the size of the business. Studies suggest that corporate ethics training can go a long way in reducing legal action against your organisation, not to mention cost reduction through the reduction of supply shrinkage. This workshop explores several issues important in corporate ethics and will create awareness of the topic. It will further stimulate conversation about the ethical dilemmas facing your business, assisting everyone to reach agreement on possible ways to deal with these dilemmas.

## Workshop outline

The workshop consists of the following five modules:

### Module 1: Administrative arrangements

- Purpose of the Workshop
- Workshop properties
- Learning strategy matrix
- Course norms and housekeeping rules
- Glossaries and abbreviations

### Module 2: Introduction to business ethics

- Module objective
- What is ethics?
- Values
- Ethical standards
- Important ethical distinctions
- Does it pay to be ethical?

### Module 3: Guidelines for ethical behaviour

- Module objective
- Managing ethics
- Knowing your ethical moderators
- Setting your ethical beacons

### Module 4: Ethics Toolkit

- Module objective
- Tools for promoting ethical behaviour in decision-making

- Your own ethical decision-making process

#### Module 5: Application of ethical behaviour

- Module objective
- Application Exercises
- Conclusion and action steps

## Workshop Outcomes

After attendance of this one-day workshop, your employees will be able to:

- Define business ethics in practical terms
- Develop awareness and sensitivity to ethical issues
- Align organizational behaviours with operating values
- Understand the various approaches to ethical decision-making
- Understand the dynamics of ethical dilemmas
- Apply various tools that encourage ethical decision-making
- Integrate ethical guidelines to decision making
- Establish required operating values and behaviours
- Know about your organisation's tools to encourage ethics in the workplace

The Talent Hub is aware that this workshop should form part of an overall ethics management programme in your organization and will take care to ensure that those elements are supported by the workshop.

## Contact Details

If you would like more information on this workshop, please contact Lydia Cillié- Schmidt at 0829906327 ([info@thetalenthub.co.za](mailto:info@thetalenthub.co.za)) or Elize van Wyk at 0829906328 ([admin@thetalenthub.co.za](mailto:admin@thetalenthub.co.za))