

Example of code of conduct research paper

[Business](#), [Company](#)



Steve Maine can be used to assist in communication of the introduction of code of conduct since he has worked at ALTAP consulting for years. The past vast knowledge that he has and his position can build trust from the employees' side. Since the companies to merger have different cultural background, the HR from the UWEAR should be scheduled for their meeting differently from the leadership from PALEDENIM. In both the meetings, Steve can be present to explain the reasons of for having a code of conduct giving examples of where he had proposed the introduction of the code of conduct and what were the results. Then the two leaderships from the two companies should have a joint briefing meeting to explain the introduction and the purpose of the code of conduct. This meeting will present the opportunity for both teams to seek for clarity on any issue regarding to the introduction of the code of conduct.

Codes of conducts are always written to guide the employees of a certain company and the other person that might be related to the organization like the customers of the organization. According to the Clarkson Centre for Business Ethics (1999), a code of conduct is not written for people who behave or work unethically in the organization but for every individual who is in the company. It therefore guides the moral principles that ought to be applied in the organization. By guiding the moral principles, the code of conduct will set the behaviors that are expected from all the employees in the organization. Since the employees of the companies that want to merge have different cultural behavior, this code of conduct will ensure that they form a common behavior that they should to follow.

The importance of code of conduct includes guiding the management,

employees and the consumer in making decisions. It creates a certain bar in which decisions are made in an organization. This will result in a clear understanding of all decisions that will have to be made in the organization. It allows for free communication between all the stakeholders and this will result in a good reputation to the organization. It therefore leads to thriving of an organization since it generates responsibility and good decision making (Smith, 2009).

The things to consider in a code of conduct are the general behaviors that the employees should apply in the organization. It will include how the company assets should be used like the telephones, protection of the company assets and information. It also illustrates the activities that should not be carried out within the company premises like smoking. It also gives instructions on how work should be done in the in the company (Driscoll & Hoffman, 1999).

Before a code of conduct is drafted, the company policy should be established since it is the one that will guide in the formation of the code of conducts. The company goals should be set first before the code of conduct is drafted. All the employees should be consulted to get their views on what they feel should be included in the code. Priority should be given to serious issues that will positively affect the organization. It is then written passed to the employees for approval before being put into official use and adherence (Driscoll & Hoffman, 1999).

After the code has been drafted, the dissemination can be done through trainings or through workplaces to show the importance of the code of conduct. The language used for creating the code of conduct should be easy

to understand to all employees. The company should be willing to share the details of the code of conduct to all its employees. A grace period should be given to employees after its application to allow for adjustment from the employees' side before they subjected to consequences of not following the code of conduct later.

References

- Clarkson Centre for Business Ethics. (1999). Principles of Stakeholder Management. Toronto: University of Toronto, Centre for Public Management.
- Driscoll, D., M & Hoffman, W., M. (1999). Ethics matters: How to Implement Values-Driven Management. Massachusetts: Center for Business Ethics, Bentley College.
- Smith, K. (2009). Code of Conduct. New York: HarperCollins.