

# Effective memo



MEMO March 27, 2007 TO All Employees FROM Adam Smith, Manager

Sending Female Executives abroad to finalize Contracts in certain countries.

As discussed with Mr. A. Brown, Marketing Manager this morning, the

Company's policy regarding sending female executives abroad to certain countries is being reviewed.

As a Company Policy, Burns & McCallister does not encourage sending of its female executives abroad to certain countries, especially the Far East, since in those work cultures, women executives are not given their due status.

Also, they “ are not permitted to speak in a meeting of men.” (Cultural and Ethical Dilemma for Women Managers). As a result, their women workforce performs work as Office Secretaries and Filing Assistants and is not empowered to take corporate decisions.

In certain cultures, women executives are not expected to clinch deals. We have to respect the cultural values of host countries too, and therefore, it will be against our interest to send women executives to such countries in hopes of getting them to strike deals. From the perspective of moral values also, we have to understand that since the beginning our company has been practicing this on the basis of sound business judgment. Under the circumstances, it only seems appropriate that we maintain the status quo. As the manager, I would like to further reiterate that this policy, in no way, compromises the promotional avenues of women executives. We owe our staunch loyalty to the concept of equal opportunities, and value the contribution of our women executives as much as we appreciate that of their male colleagues.

I am confident that this area of concern has now been clarified and I deeply appreciate your interest in the matter.

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Work Cited

Cross-Culture: Cultural and Ethical Dilemma for Women Managers:  
Expanding Communication Power: Listening, Nonverbal and Intercultural  
Skills. P 53.