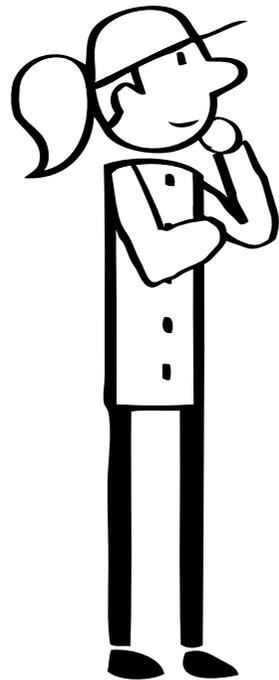


Part 1: Framing an issue and deciding what to do

Ethical Decision Making

To help guide you in your decision making we have included a two part process that you can use when you are not sure what the right thing to do is or to test a decision you have made. Use this process to help you do the right thing...

WHAT SHOULD I DO?



Be alert to situations that may involve an ethical issue and use this process to help you do the right thing...

PART 1

1

Describe the situation in your own words.



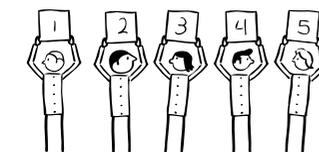
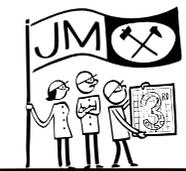
3

CONSIDER:

- What facts do I actually know?
- What am I only assuming?
- What additional information do I need to know to make a good decision?
- How do I verify the accuracy of what I know?

4

Do I still view the situation or ethical dilemma the same way?
If YES, proceed.
If NO, return to Step 1 and restate.





2

Does this situation involve an ethical dilemma?

To help you frame the issue, ask:

What values are involved? Are they in conflict with each other?

What topics from our Code are involved?

What group or individual(s) may be affected by the outcome and how?

CAUTION:

Circumstances can sometimes blind us to the ethical consequences of our decisions and actions.



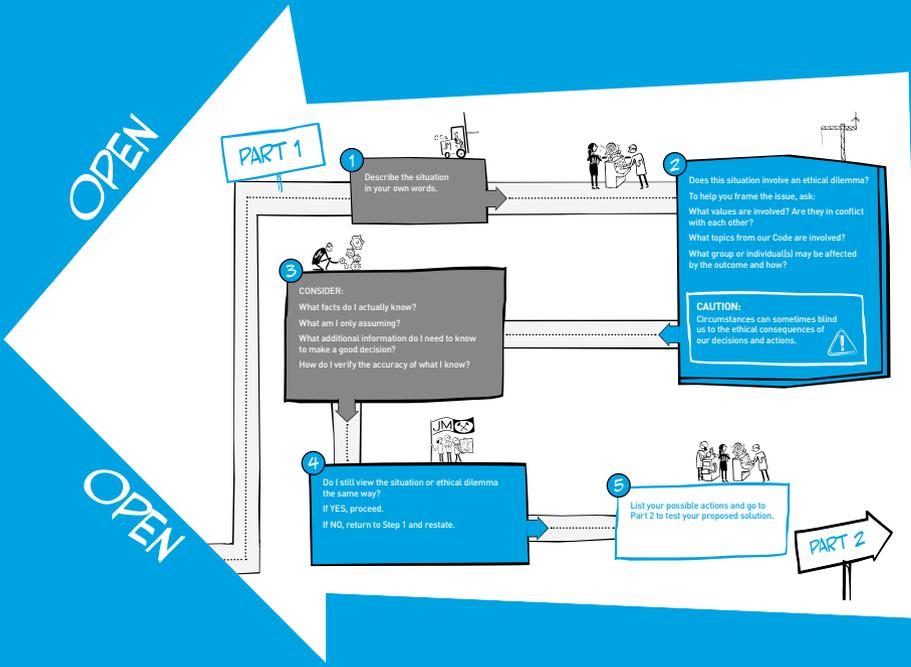
5

List your possible actions and go to Part 2 to test your proposed solution.



PART 2

Integrity means we take time to recognise ethical issues when they arise and to carefully consider what is the appropriate course of action. You can use the ethical decision making process under this flap to help you to do the right thing or to test a decision that you have made.



Part 2: Testing your proposed solution

GO THROUGH ALL OF THE QUESTIONS
IN ANY ORDER
with your proposed solution in mind.

If the answer to any question takes you to the outside of the wheel follow the arrows to answer the next question. If you land in the centre of the wheel follow the instructions there.

