**Ethical Practices Questionnaire**

This questionnaire is designed to encourage discussion of ethical issues and to definitions of ethical and unethical practices. The questionnaire is not designed to demonstrate hypotheses or provide reliable and solid data.

**A Do you think that the following constitute unethical practices?**

<table>
<thead>
<tr>
<th></th>
<th>Yes</th>
<th>No</th>
<th>Depends</th>
<th>Don’t Know</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>11</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

- 1. Covering up for colleagues.
- 3. Acting in favour of a client for a bribe.
- 4. Recruiting/promoting staff on the basis of family ties or friendship.
- 5. Accepting corporate hospitality.
- 6. Discriminating against staff on the basis of age, colour, religion, gender etc.
- 7. Presenting misleading information.
- 9. Give out personal or organisational information to others.
- 10. Criticising your organisation to others.
- 11. Condoning false or
misleading advertising by our organisation.

12 Abusing expense accounts.

13 Blaming subordinates for mistakes.

14 Using office equipment for personal use.

15 Minimising the achievements of colleagues.

16 Telling 'white lies' to the client such as "the cheque is in the post".

17 Rewarding people differently.

The interesting questions are often raised by exploring the 'Depends' responses.

\[ \text{B Would you encourage staff to ...} \]

\[ \text{Never} \quad \text{Sometimes} \quad \text{Often} \]

1 Bend the rules to help the organisation.

2 Ask staff to carry out a task they disagreed with.

3 Cover-up for colleagues.

4 Carry out something against the
law.

5 Accept corporate hospitality.

6 ‘Massage’ statistics.

7 Take unnecessary short-cuts.

8 Treat equal clients unequally.

9 Misrepresent performance.

10 Treat colleagues unfairly.

11 Get involved in the running of the organisation.

12 Look beyond the ‘bottom line’.

13 Put their private lives first.

14 Meet targets at all costs.