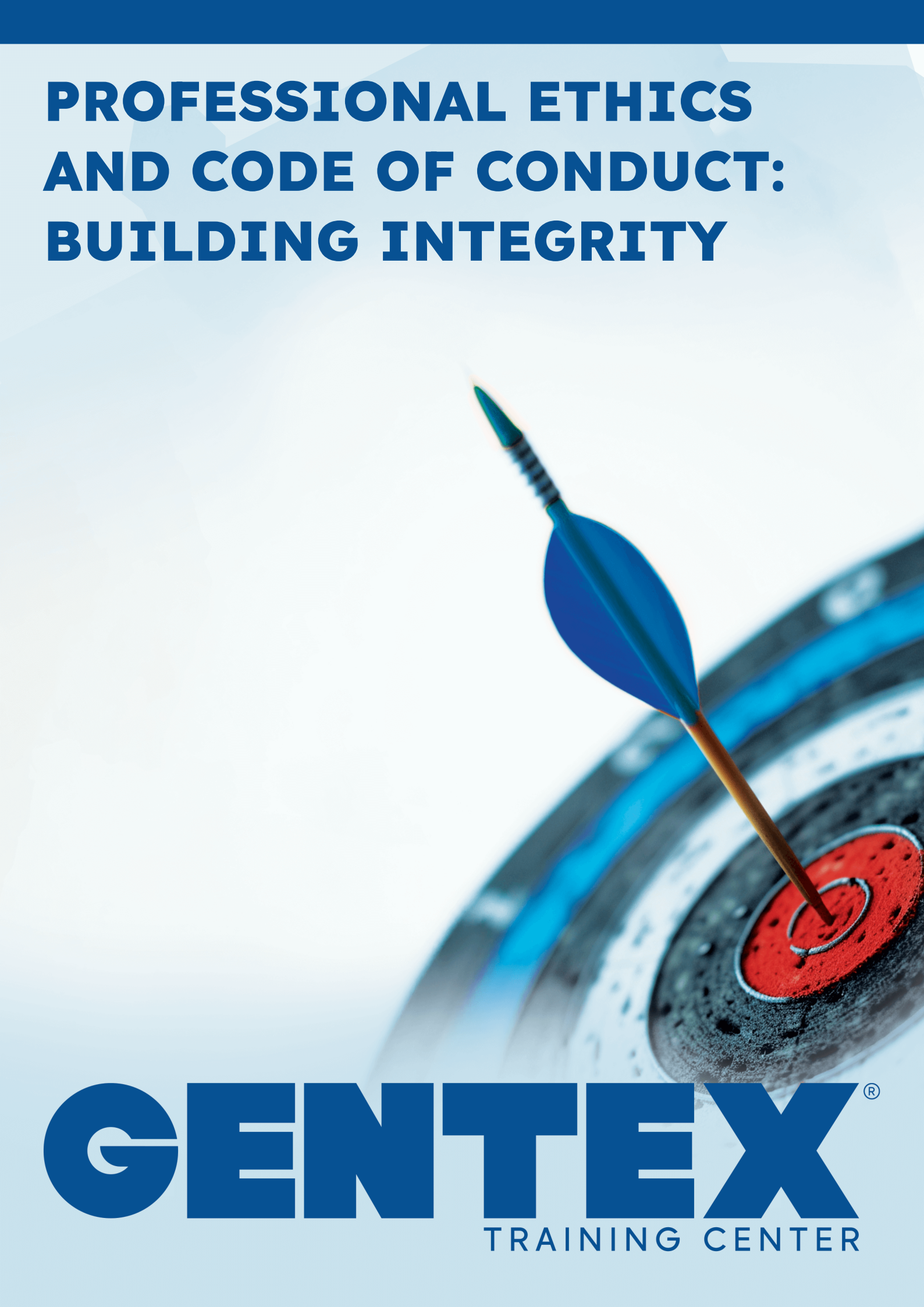
PROFESSIONAL ETHICS AND CODE OF CONDUCT: BUILDING INTEGRITY



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Introduction

The Professional Ethics and Code of Conduct: Building Integrity Training Course prepares professionals to turn written ethics standards into everyday practice. A code of conduct adds little if staff never read it, and less if managers ignore it under pressure. Integrity holds when expectations, decisions, and consequences reinforce each other. This course builds that connection across policy, culture, and daily judgement. It covers conduct standards, conflicts of interest, ethical decision-making, and reporting duties. Furthermore, it applies reputational risk management, discipline practice, and programme measurement. As a result, participants build an integrity culture that survives commercial pressure.

Professional Ethics and Code of Conduct: Building Integrity Course Objectives

- Explain professional ethics principles and their application to work.
- Distinguish legal obligation, compliance, and ethical responsibility.
- Interpret codes of conduct and translate clauses into practical behaviour.
- Apply ethical decision-making frameworks to real dilemmas.
- Identify and manage conflicts of interest through disclosure and recusal.
- Handle gifts, hospitality, and improper influence correctly.
- Apply confidentiality, data ethics, and information handling standards.
- Recognise misconduct indicators and apply escalation routes.
- Protect whistleblowers and support speak-up channels effectively.
- Design ethics training, communication, and programme measurement.

Course Methodology

- Interactive lectures with real ethics failure and conduct case studies.

- Ethical dilemma workshops using structured decision frameworks.
- Code of conduct review and behaviour-mapping exercises.
- Simulation of escalation, reporting, and disciplinary scenarios.
- Structured peer discussion with facilitator feedback on ethical reasoning.

Who Should Take This Course

- Compliance and ethics officers.
- Managers and team leaders across functions.
- HR and employee relations professionals.
- Internal auditors and investigation staff.
- Procurement, sales, and finance professionals.
- Directors and senior managers with oversight duties.

Professional Ethics and Code of Conduct: Building Integrity Course Outlines

Day 1: Foundations of Professional Ethics

- Ethical theories and how they apply to working life.
- Legality, compliance, and ethical obligation distinguished.
- Personal values, professional standards, and integrity.
- Common rationalisations and how they enable misconduct.
- Ethics and reputation: consequences of failure.
- Codes of conduct, professional oaths, and standards.
- Case study: an ethics failure and the culture behind it.

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Day 2: Codes of Conduct in Practice

- Structure, scope, and language of a code of conduct.
- Translating code clauses into day-to-day behaviour.
- Accepting and giving gifts, hospitality, and favours.
- Using company assets, information, and time correctly.
- Respect, harassment, and workplace conduct expectations.
- Reporting duties and cooperation obligations.
- Workshop: mapping code clauses to daily scenarios.

Day 3: Conflicts of Interest and Ethical Decision-Making

- Identifying conflicts: financial, personal, and professional.
- Disclosure, registers, and recusal practice.
- Related-party transactions and outside interests.
- Structured ethical decision-making frameworks.
- Recognising bias, pressure, and groupthink.
- Documenting and defending ethical decisions.
- Workshop: resolving a conflict of interest and documenting the decision.

Day 4: Confidentiality, Escalation, and Speak-Up

- Confidentiality obligations and information handling.
- Data ethics, privacy, and permitted use.
- Recognising misconduct signals and red flags.
- Escalation routes: management, compliance, audit, and hotline.

- Whistleblower protection and non-retaliation duties.
- Handling reports fairly, promptly, and confidentially.
- Workshop: handling an escalation and protecting a reporter.

Day 5: Building and Sustaining Integrity Culture

- Leadership behaviour and tone from the top.
- Embedding ethics in recruitment, onboarding, and appraisal.
- Ethics training design and awareness measurement.
- Incentives, discipline, and consistent consequences.
- Ethics KPIs, surveys, and programme reporting.
- Building an integrity roadmap and accountability framework.
- Course review, assessment, and action planning.

Conclusion

By successfully completing Professional Ethics and Code of Conduct: Building Integrity, participants will gain a thorough understanding of professional ethics, code application, conflict of interest management, escalation and speak-up practice, and integrity culture building. They will also acquire practical skills in ethical decision-making, code interpretation, conflict management, and escalation handling. In addition, the course prepares them to act with integrity and to strengthen ethical standards in their teams. Gentex Training Center delivers this programme with a strong focus on applied conduct practice and measurable integrity improvement.

LEARN BOLD. **LEAD BEYOND**
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FAQs for Professional Ethics and Code of Conduct: Building Integrity course

Q1 What is the "Professional Ethics and Code of Conduct: Building Integrity" course about?

It is a five-day programme on turning ethics standards into daily practice. It covers ethical foundations, code of conduct application, conflict of interest management, confidentiality, escalation and whistleblowing routes, and the design of a sustained integrity culture.

Q2 What are the key benefits of the "Professional Ethics and Code of Conduct: Building Integrity" course?

Participants gain practical tools rather than a set of principles nobody applies. The course reduces legal and reputational risk, improves conflict of interest handling, strengthens speak-up confidence, lowers misconduct incidents, improves audit and regulatory findings on conduct, and raises trust among staff and customers.

Q3 What skills will I gain from the "Professional Ethics and Code of Conduct: Building Integrity" course?

Participants gain ethical framework application and dilemma resolution, code of conduct interpretation and behaviour mapping, conflict of interest disclosure and management, and escalation, whistleblower protection and ethics programme design. These four skills cover the practical core of professional ethics and integrity work.

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Q4 What tools, methods, or standards are covered in the "Professional Ethics and Code of Conduct: Building Integrity" course?

The course covers ethical theories and decision-making frameworks, the distinction between legality, compliance and ethical obligation, professional codes of conduct and standards, gift and hospitality policies, conflict of interest disclosure, registers and recusal procedures, related-party transaction review, structured ethical reasoning methods, bias and groupthink checks, ethical decision documentation, confidentiality and information handling rules, data ethics and privacy principles, misconduct red flag indicators, escalation routes through management, compliance, audit and hotline channels, whistleblower protection and non-retaliation duties, investigation handling standards, ethics training design and awareness measurement, incentive and discipline alignment, ethics KPIs and culture survey methods, and integrity roadmap and accountability frameworks.

Q5 How is the "Professional Ethics and Code of Conduct: Building Integrity" course applied in real-world practice?

Participants apply the frameworks in their own roles. They interpret code clauses in real situations, declare and manage conflicts, escalate concerns correctly, document ethical decisions, and design training and awareness material. Many leave with an ethical decision checklist and a conflict of interest register format ready for immediate use.