## **GOOD WORKPLACE ETHICS**

## **QUALITIES AND PRACTICES**

- Values, which may also include newer elements such as innovation, teamwork, customer focus and continuous improvement.
- Trust
- Loyalty and commitment
- Honesty and respect for one another
- Avoiding conflicts of interest.
- Know what is expected of you
- Punctuality
- Attendance
- Absenteeism
- Good manners
- Respect
- Honesty
- Tolerance