



# Ethics Analysis Form

Nan McKay

Employee's

Name: \_\_\_\_\_

Evaluator's

Name: \_\_\_\_\_

Date: \_\_\_\_\_

## I. Ethical Conduct:

### 1. Honesty:

- Has the employee displayed honesty in all their interactions? (Please rate from 1-5, 1 being the lowest and 5 being the highest) Rating: \_\_\_\_

### 2. Integrity:

- Has the employee consistently demonstrated integrity in their actions?(Please rate from 1-5, 1 being the lowest and 5 being the highest) Rating: \_\_\_\_

### 3. Respect for Others:

- Has the employee treated colleagues, clients, and other stakeholders with respect? (Please rate from 1-5, 1 being the lowest and 5 being the highest) Rating: \_\_\_\_

## **II. Compliance with Laws and Regulations:**

### 1. Understanding of Laws and Regulations:

- Is the employee knowledgeable about relevant laws and regulations in their area of work? (Please rate from 1-5, 1 being the lowest and 5 being the highest) Rating: \_\_\_\_

### 2. Adherence to Laws and Regulations:

- Has the employee consistently adhered to relevant laws and regulations? (Please rate from 1-5, 1 being the lowest and 5 being the highest) Rating: \_\_\_\_

### **III. Adherence to Organizational Ethics Policies:**

#### 1. Understanding of Organizational Ethics Policies:

- Does the employee understand and adhere to the organization's ethics policies? (Please rate from 1-5, 1 being the lowest and 5 being the highest) Rating: \_\_\_\_

#### 2. Upholding Organizational Ethics Policies:

- Has the employee upheld the organization's ethics policies in their actions and decisions? (Please rate from 1-5, 1 being the lowest and 5 being the highest) Rating: \_\_\_\_

### **IV. Decision-Making:**

#### 1. Ethical Decision-Making:

- Does the employee consider ethical implications in their decision-making process? (Please rate from 1-5, 1 being the lowest and 5 being the highest) Rating: \_\_\_\_

#### 2. Reporting of Unethical Behavior:

- Has the employee promptly reported any observed unethical behaviors? (Please rate from 1-5, 1 being the lowest and 5 being the highest) Rating: \_\_\_\_

**Additional Comments:**

Evaluator's Signature:

Date:

Employee's Signature:

Date:

This form is a tool to assess and promote ethical behavior within our organization. Regular completion of this form helps maintain a strong ethical culture and encourages ongoing dialogue about ethics in our workplace.

