

Professional Practice , Occupational Health and safety

Workplace Responsibilities and Rights

Course 306-221A

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Professional Practice, Occupational Health and safety



Workplace Responsibilities

Course Materials

Prof

Prof

Team Work



Team Work



Ted S. Warren / AP



Paul Vathis / AP

- Train Hard /be the best you can
- Follow the instructions
- Communicate
- Committed to the team
- Do your specific duty and more
- Protect your teammate
- Best performance
- Beat the competition
- Enjoy the participation
- Keep the client/fans happy

Team work



Maintaining confidentiality and avoiding harmful conflicts of interest are especially important aspects of teamwork and trustworthiness



**Are Your
Employees
Selfish?**

Workplace Responsibilities and Rights

TEAM WORK

- Data General Corporation

Tom West Engineer

Team of 15

New computer in less
than a year



Workplace Responsibilities and Rights

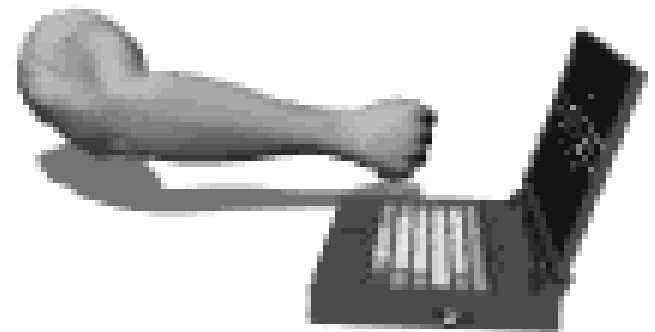
TEAM WORK

The incredible achievement was due;

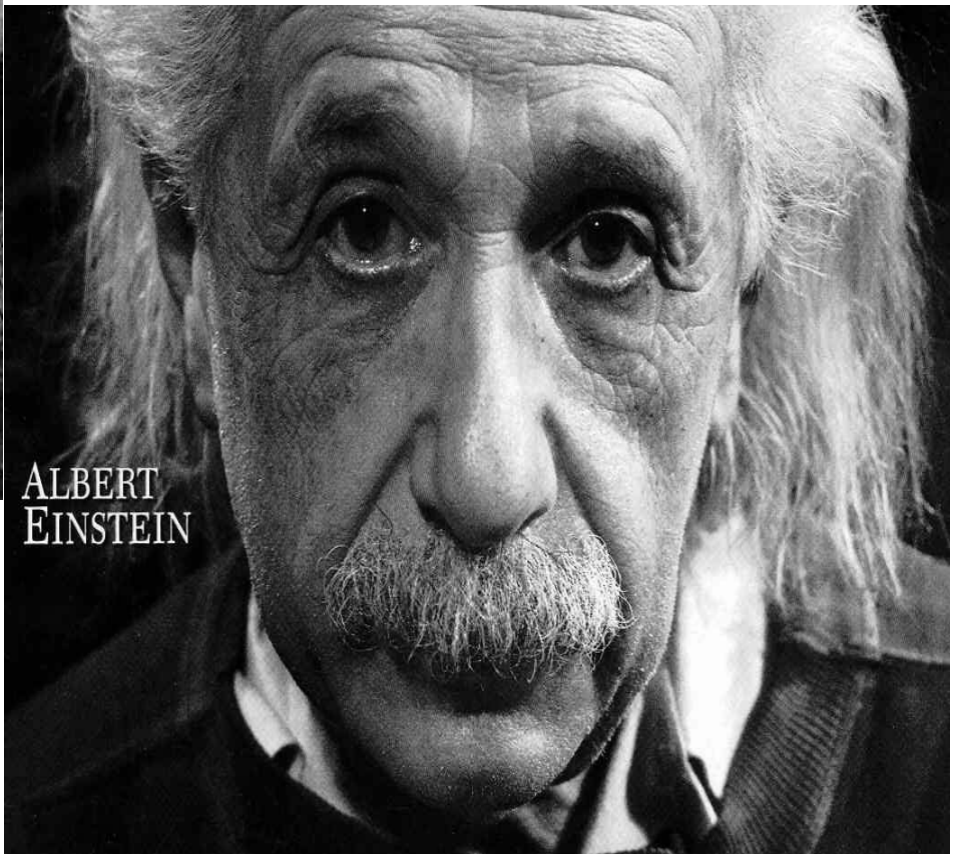
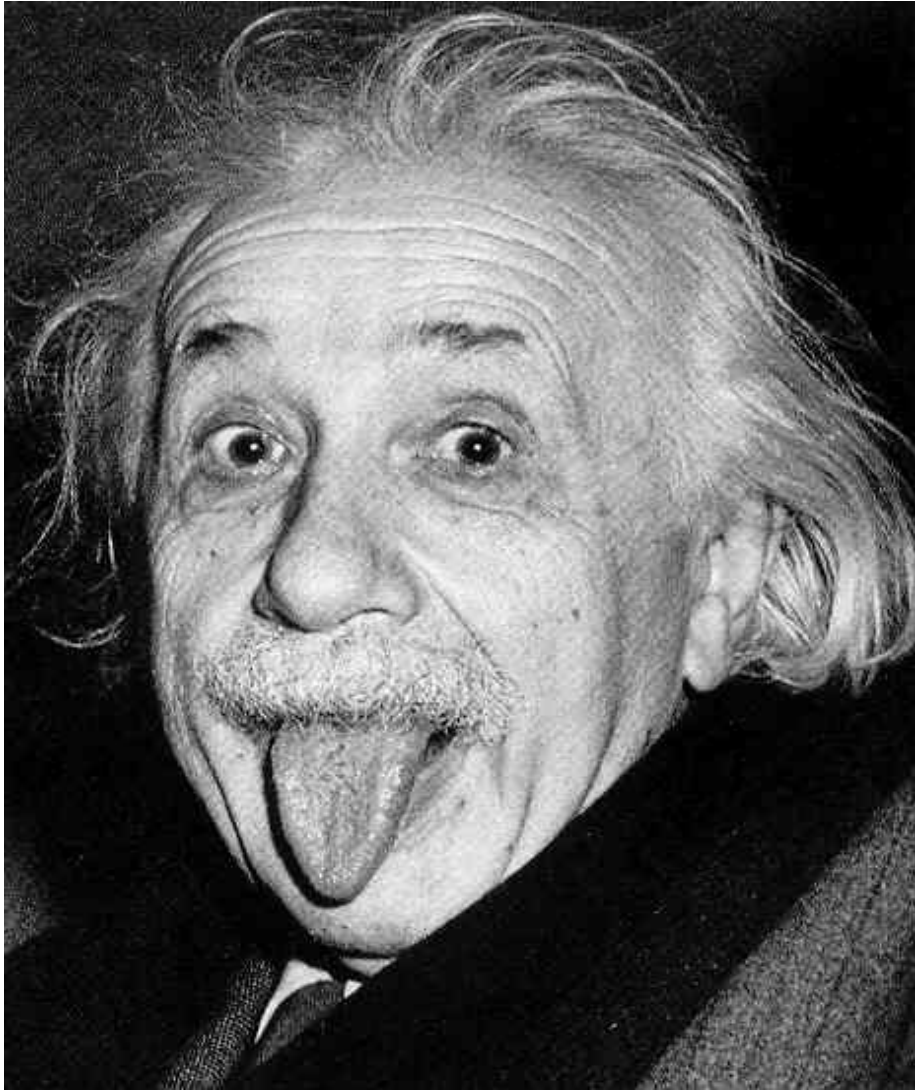
- **Identification of the engineers with the project and product.**
- **98% of the thrill is knowing the thing you designed works and works the way you anticipated**

Workplace Responsibilities and Rights

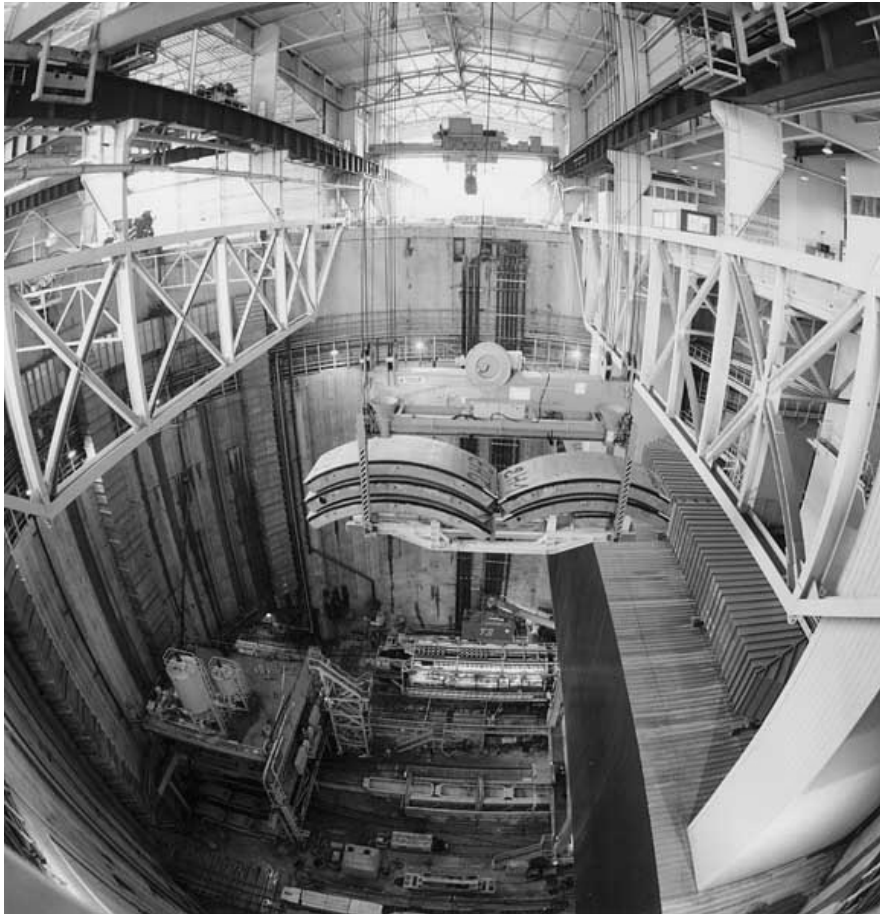
Conflicts are minimized by a commitment to team work, collegiality, shared commitment, and identification with the group's project.



Dedication



Initiation of the Project



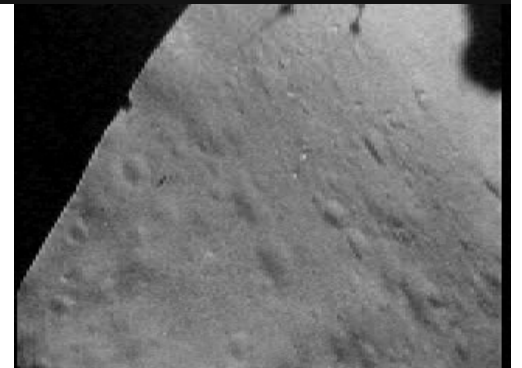
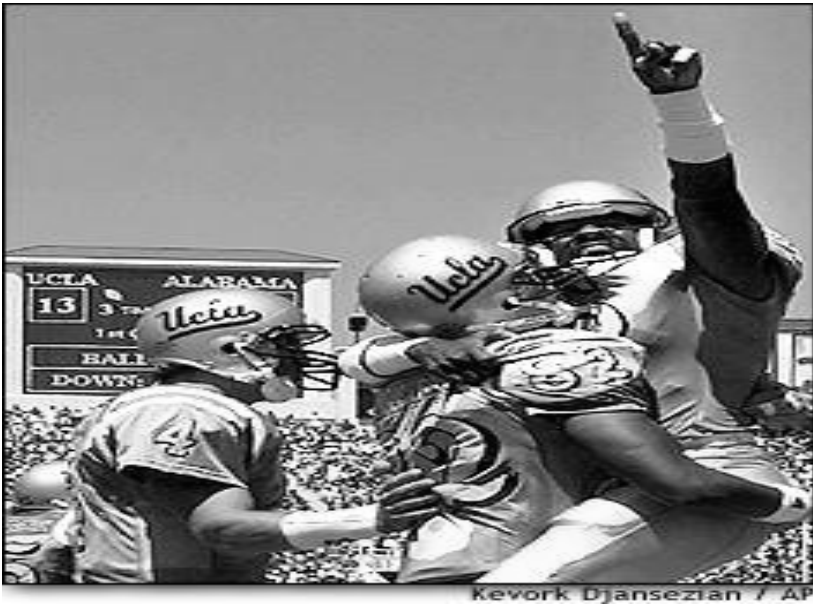


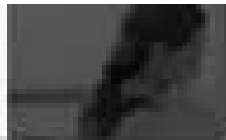
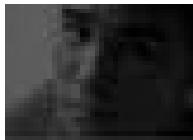
Collaboration

- Within the group
- Within the company
- Within the country
- International



Ultimate Team Success





CONFLICTS

YOU CAN



YOU CAN

Resolve
disagreements

POSITIVELY



Army National Guard

Client satisfaction



More frequent trips

Time saving

Less pollution

Safer travel

Faster goods to market

Cheaper transportation

Disappointment and Failure



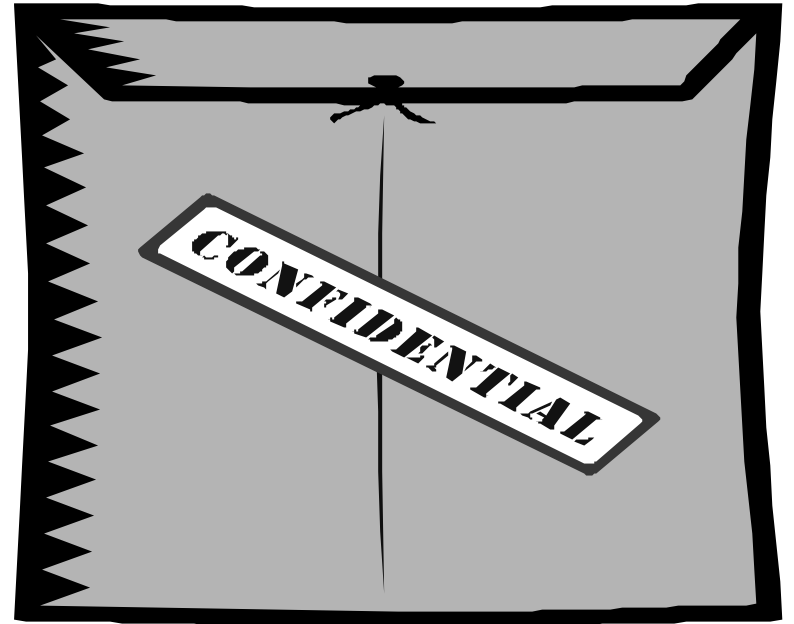
Disappointments

It is not funny

- Learn from mistakes and apply to future projects
- Experience

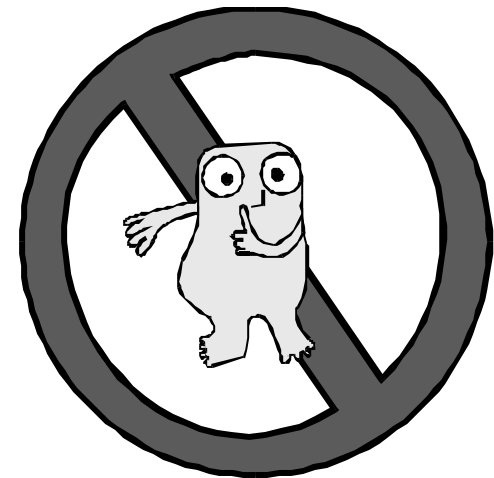


Confidentiality



The duty of confidentiality is the duty to keep secret all information deemed desirable to keep secret.

- Keep Secret
- Confidential
- Privileged information
- Trade Secret



Confidentiality and Changing Jobs



Confidentiality does not cease when employees change job

Former employees could

- Divulge info. To new employer
- A price sell it to competitor

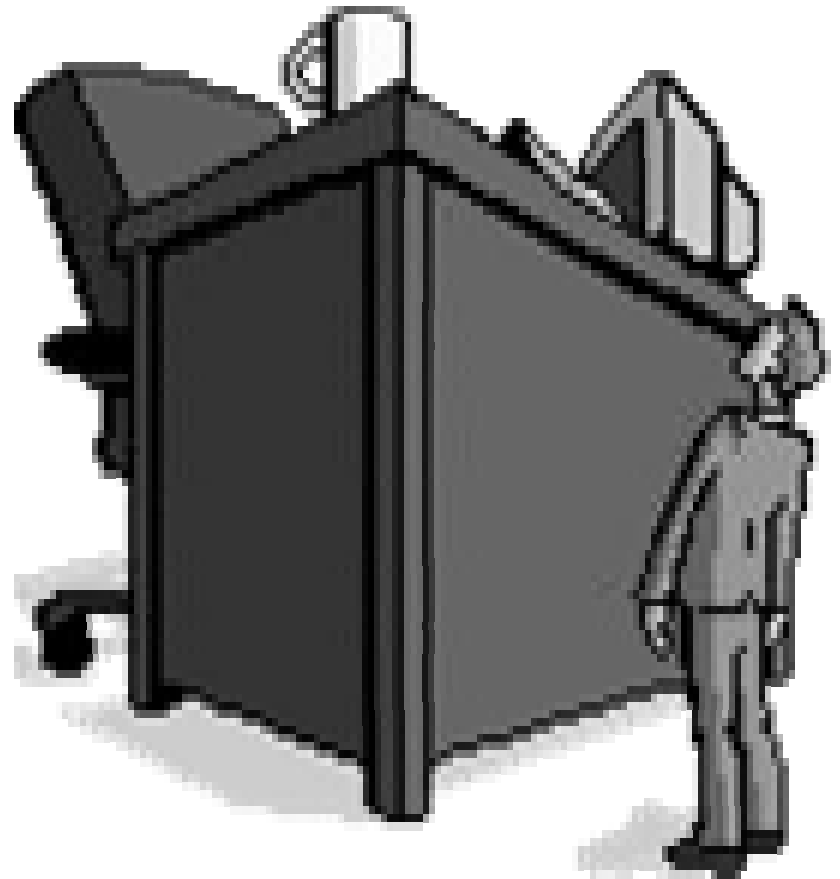


Confidentiality continues beyond the formal period of employment

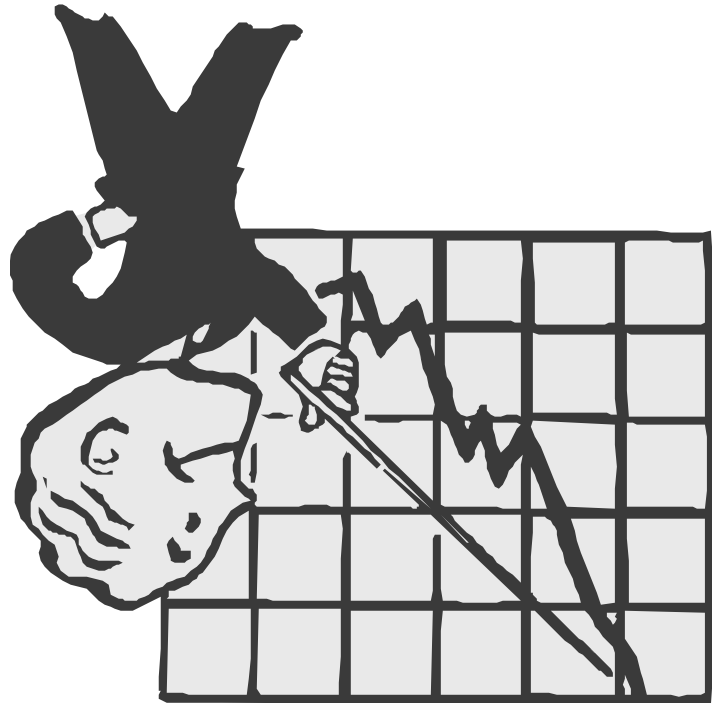
Confidentiality and Management policies

Right of the Employer

- Employment Contract
- Portable pension plan
- Tight control on flow of info.
- Create a sense of Professional Responsibility



Confidentiality and Changing Job



Success of some company depends on

New employees who have knowledge of the competitors know how and expertise



WHAT IS

I. P.

Intellectual Property

ADVANCEMENT



Many engineers value professional advancement more than long term ties with any one company

Case studies

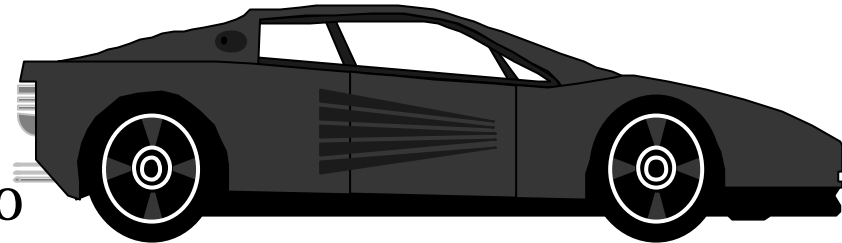
■ Case 1

January 1997

VW (Volkswagen AG) agreed to pay GM

100 million Dollars in cash and to buy in parts from GM.

(March 1993 Jose Ignacio Lopez)



■ Case 2

Donald Wohlgmuth

B.F. Goodrich space suit

International Latex



Conflict of Interest



Situations where

Professionals have an interest that, if pursued, might keep them from meeting their obligation to their employers or client

Conflict of Interest

These situations typically arise when two conditions are met

1. The professionals in a relationship or role that requires exercising good judgment on behalf of the interests of an employer or client .
2. The professional has some additional or side interest that could threaten good judgment in serving the interests of the employer or client

Gifts, Bribes and Kickback

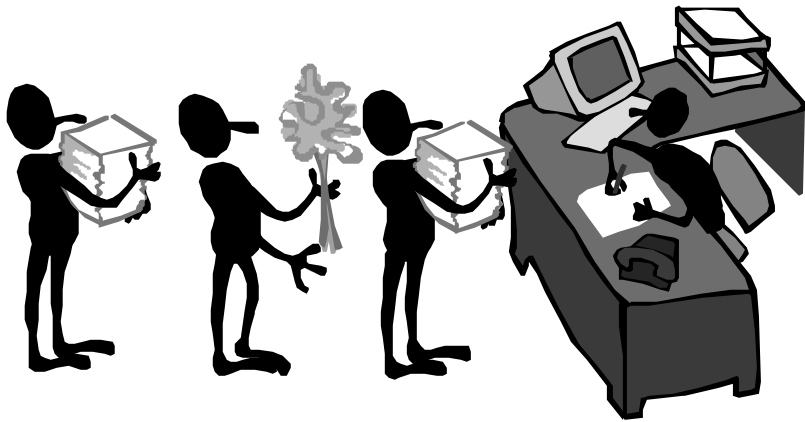


A gift is not a bribe if you can
eat, drink, or smoke it in a
day.

Old-timers' saying

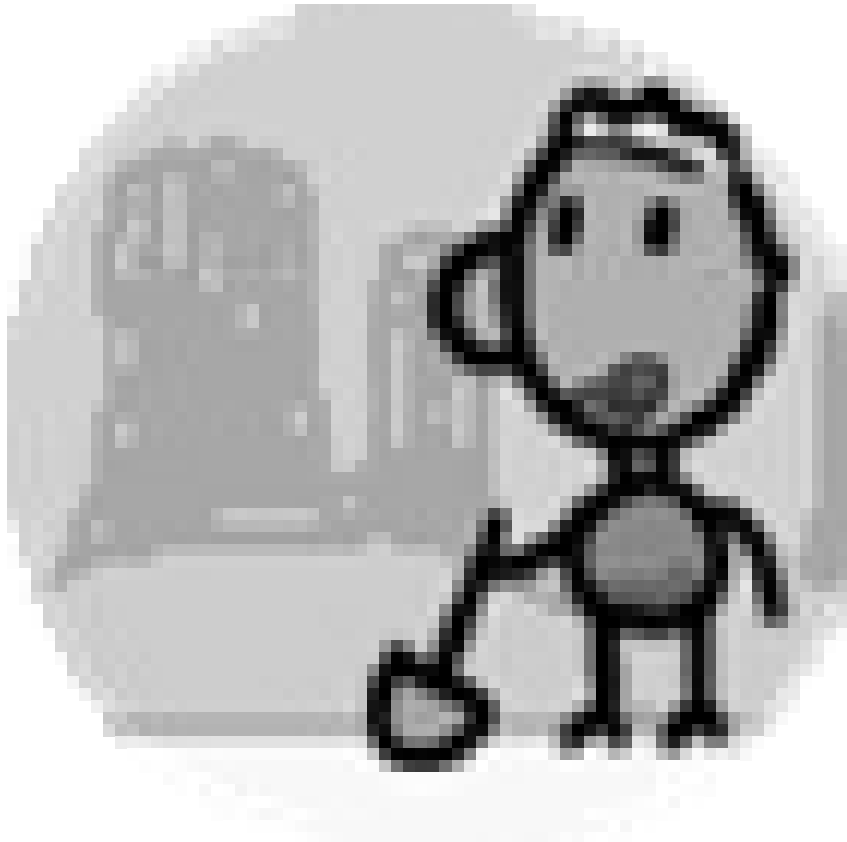
Do not believe it!!!!!!!!!!!!!!

Gifts, Bribes and Kickback



A bribe is a substantial amount of money or goods offered beyond a stated business contract with the aim of winning an advantage in gaining or keeping the contract.

Gifts, Bribes and Kickback



Gold diggers on

Personal bases

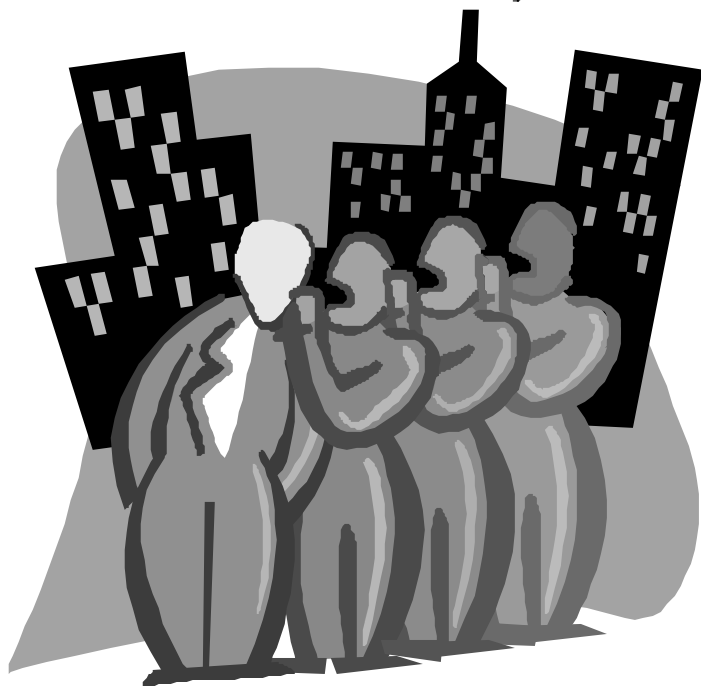
Corporation level

Government level

Insider information



- An especially sensitive conflict of interest consist in using **INSIDE** information to gain an advantage or setup a business opportunity for oneself, one's family, or one's friends



Right to Recognition



"I THINK WE CAN PULL OFF A TAKEOVER OF THIS COMPANY— BY THE WAY, WHAT KIND OF PRODUCT DOES IT MAKE?"



Equal Opportunity ; Nondiscrimination

Nothing is more
demeaning than to be
discounted because of

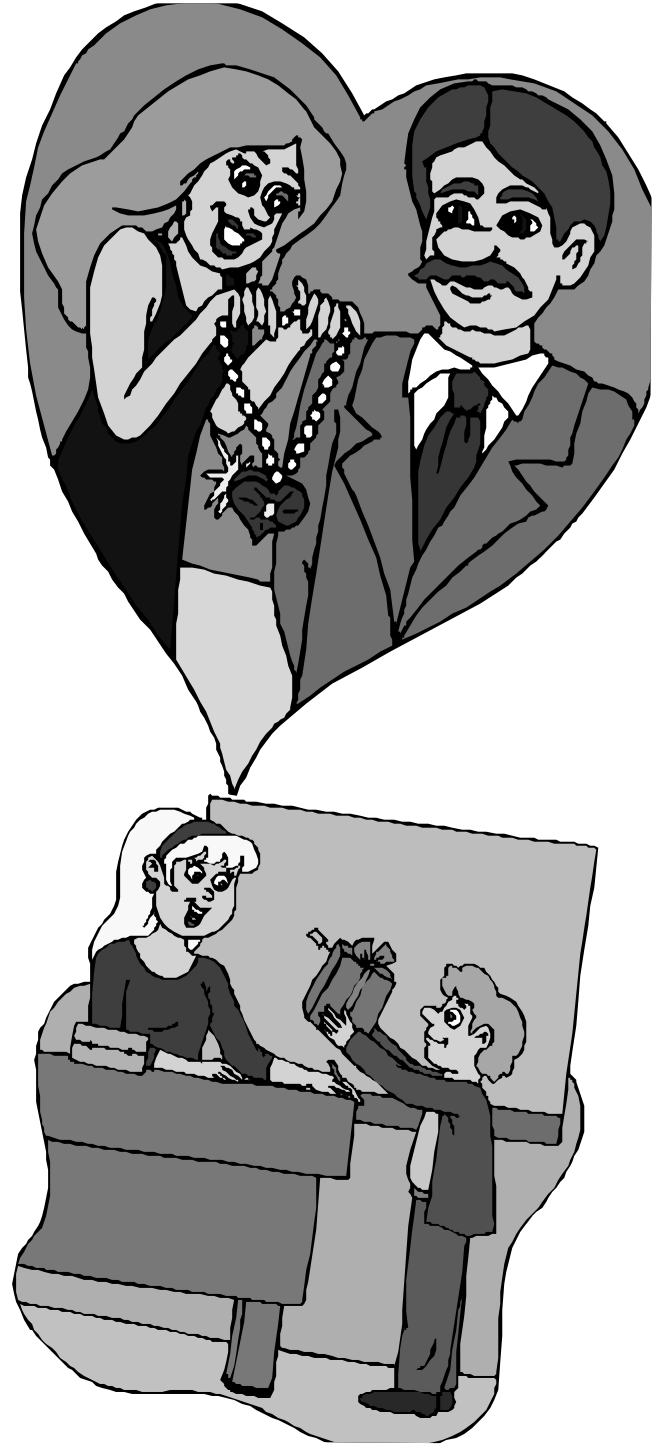
- Race
- Skin color
- Age
- Politics
- Religious



Sexual Harassment

■ DEFINITION

The unwanted imposition of sexual requirements in the context of a relationship of unequal power



Sexual Harassment

- Can Be Between
- Man against woman
- Woman against Man
- Man against man
- Woman against Woman



Sexual Harassment

- Quid pro quo

Supervisor require sexual favors as a condition for some employment benefit (a job, promotion, or raise)

Sexual threat or

Sexual offer

Hostile work environment



Damir Sagoly / Reuters

Is any sexually oriented aspect of the workplace that threatens employees' rights to equal opportunity

- unwanted Sexual proposal
- Lewd remarks
- Sexual leering
- Posting nude photos
- Inappropriate physical contact

Sexual Harassment

- This has existed for a long time
But Turn of events in 1990's brought this sensitive subject to the public attention



Sexual Harassment

Anita Hill / Clarence Thomas

Monica / Bill

Paula Jones/ Bill

Army/ sub ordinance wives

Navy /tail hook party

The film Disclosure



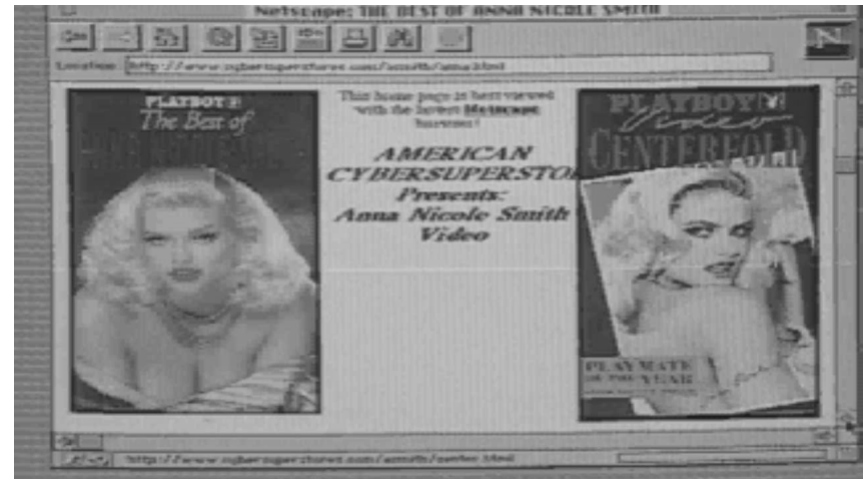
Sexual Harassment



NAVY'S SHAME



NET Sexual Abuse



Sexual Harassment

Words from the man himself



- Sexual discrimination
- Sexual preferences
- Sexual conducts

Are you being harassed?

- **Sexual harassment deals with behaviour that is not only inappropriate but also illegal. Unwelcome acts in themselves may not constitute sexual harassment. That behaviour arises from inappropriate motives and emotions. While it is often difficult to document, it can be documented**

sexual harassment

To convince authorities that the sexual harassment of students is both illegal and serious, the National Advisory Council on Women's Educational Programs issued and circulated a "Call for Information on the Sexual Harassment of Students," a request for descriptive anecdotes from victims and others who knew of harassment incidents. Anecdotes from 116 victims identified 5 types of sexual harassment:

- (1) sexist remarks or behavior;**
- (2) inappropriate and offensive, but sanction-free sexual advances;**
- (3) solicitation of sexual activity by promise of rewards;**
- (4) coercion of sexual activity by threat of punishment; and**
- (5) sexual crimes and misdemeanors**

The right to control access to and use of information about oneself

- This right is limited in certain instances by employers' right

ie.

- Personnel division requires medical and life insurance info of employees
but not the supervisor

Examples of the functions of employers conflict with the right employees have to privacy

- personality test
- search desk
- hidden cameras
- union and monitoring tel.

privacy



Privacy/secretcy

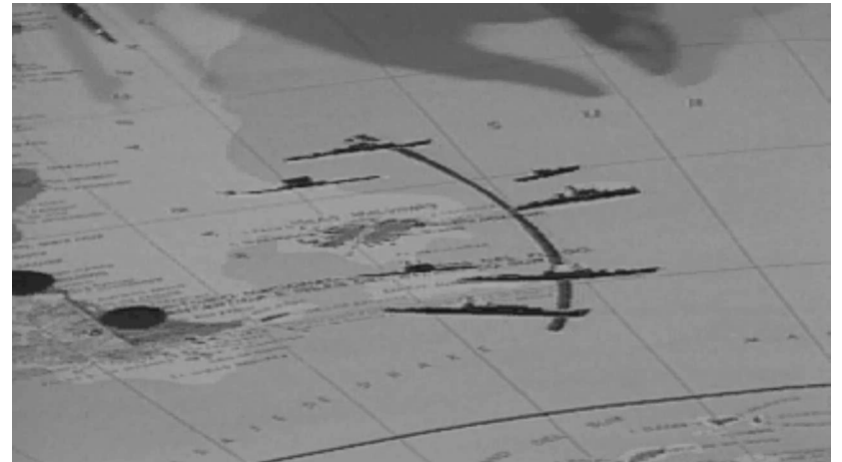
Falkland Island

WAR



Privacy and secrecy

Falkland Island Argentina against Britain



Preferential Treatment

- **Giving advantage to a member of a group that in the past was denied equal treatment ,in particular, women and minorities.**
- It reverses the historical order of preferences
- This is called
Reverse Discrimination



CITICORP BUILDING

Location: New York, New York, USA

Height: 279m/915ft

● **Stories:** 59

● **Use:** Multiple

● **Area:** 1.3 million sq. Ft.

● **Material:** Steel

● **Cladding:** Aluminum, reflective glass

● **Completed:** 1977

● **Architect:** Hugh Stubbins and Associates; Emery Roth & Sons

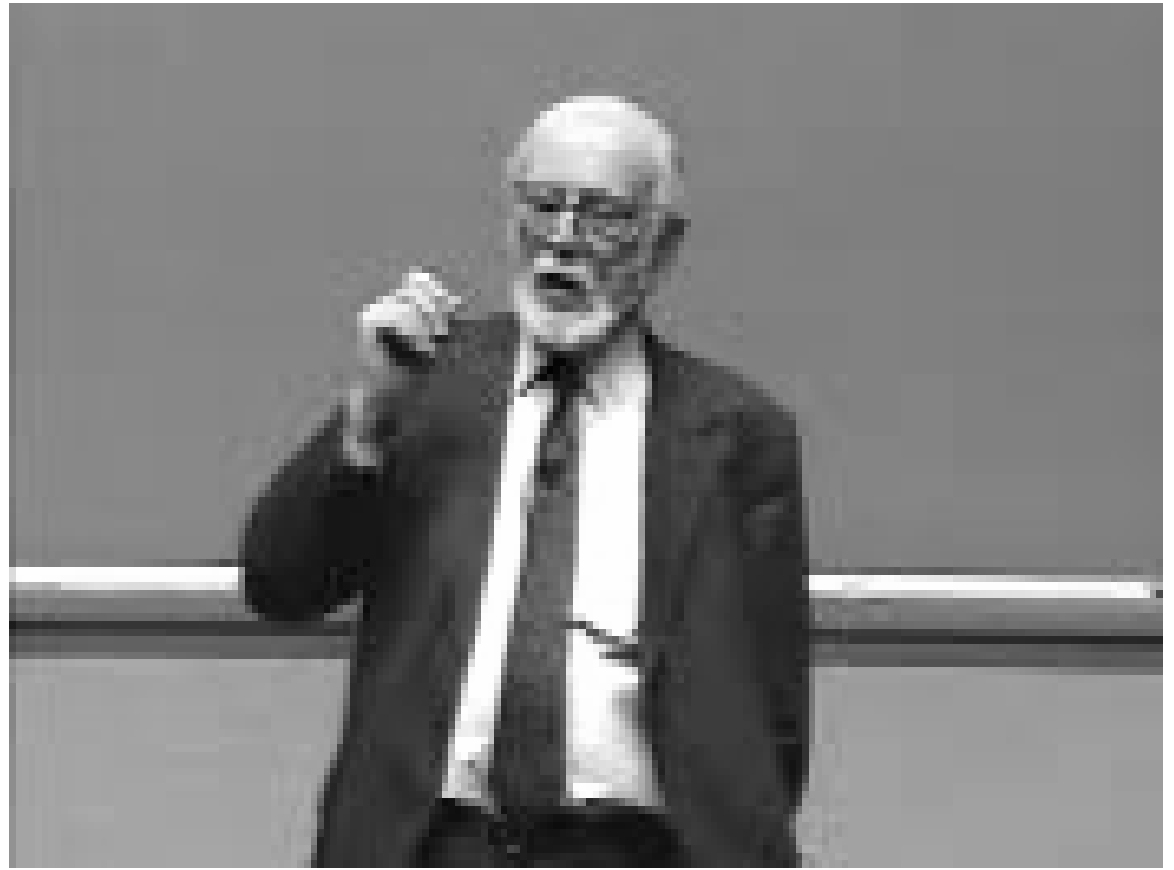
● **Structural Engineer:** Le Messurier Consultants; Office of James Ruderman



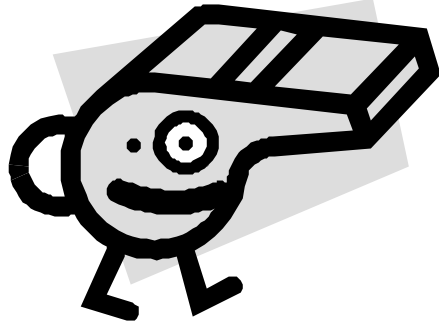
CITICORP BUILDING



■ Le Messurier

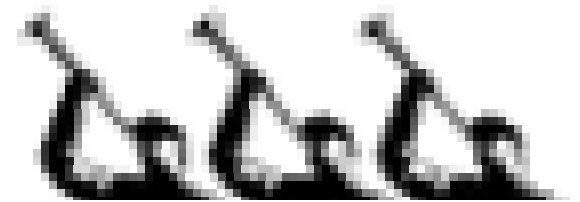


WHISTLEBLOWING AND LOYALTY



WE NEED ENGINEERS WITH THE
COURAGE TO SPEAK OUT WHEN THINGS
ARE NOT RIGHT, AND COLLEAGUES TO
SUPPORT THEM WHEN THE NEED ARISES.

SCHINZINGER & MARTIN





WHISTLE BLOWING AND LOYALTY

NO TOPIC IN ENGINEERING ETHICS IS
MORE CONTROVERSIAL



WHISTLE BLOWING AND LOYALTY



A host of issues are involved

- When is whistle blowing morally permissible?
- Is it morally obligatory or is it beyond the call of duty?
- To what extent, if any, do engineers have a right to whistle blow?
- When is whistle blowing is immoral and imprudent?
- When is whistle blowing an act of disobedience and disloyalty ?
- What procedures ought to be followed in whistle blowing?

Whistle Blowing And Loyalty

Definition

Whistle blowing is sometimes defined as making public accusations concerning misconduct by one's organization.

This definition considered too narrow!!!!



Latest Whistleblowers



Whistle Blowing And Loyalty

An individual need not be a member of an organization in order whistle on it publicly,

- Journalists.
- Politicians.
- Consumer groups.

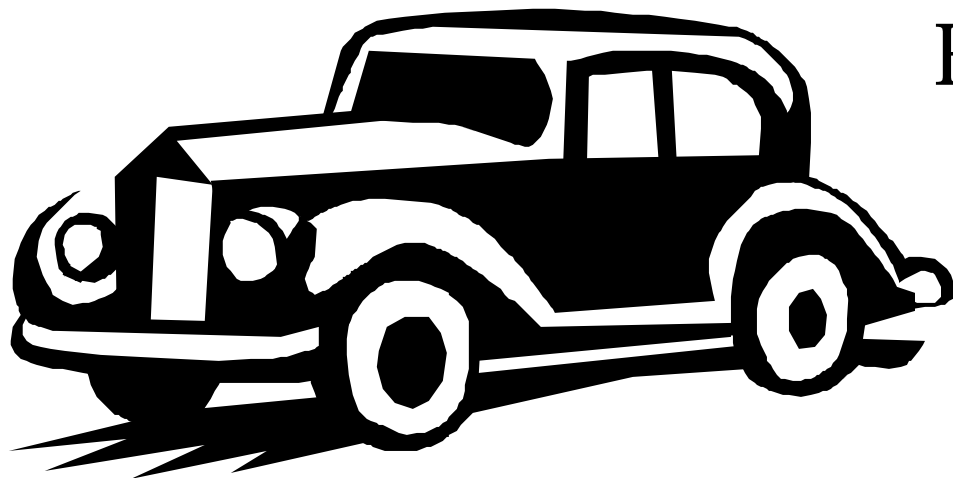
Main interest here is the employee (present or former).



Whistle Blowing And Loyalty



Not all whistle blowing involves going outside the organization.



Ford engine-test case

WHISTLE BLOWING AND LOYALTY

Definition



Whistle blowing occurs when an employee or former employee conveys information about a significant moral problem to someone in a position to take action on the problem, and does so outside regular in-house channels for addressing disputes or grievances.



WHISTLE BLOWING AND LOYALTY

The definition has four main parts

1. **DISCLOSURE**

Information is intentionally conveyed outside approved organizational (workplace) channels or

in situations where the person conveying it is under pressure from supervisor or others not to do so.



WHISTLE BLOWING AND LOYALTY

The definition has four main parts

2. TOPICS

The information concerns what the person believes is a significant moral problem for the organization (or an organization with which the company does business).

Examples of significant problems are serious threat to public or employee safety and well-being, criminal behaviour, unethical policies or practices, and injustices to workers within the organization

WHISTLE BLOWING AND LOYALTY

The definition has four main parts

3. AGENT.

The person disclosing the information is an employee or former employee (or someone else closely associated with the organization)



WHISTLE BLOWING AND LOYALTY

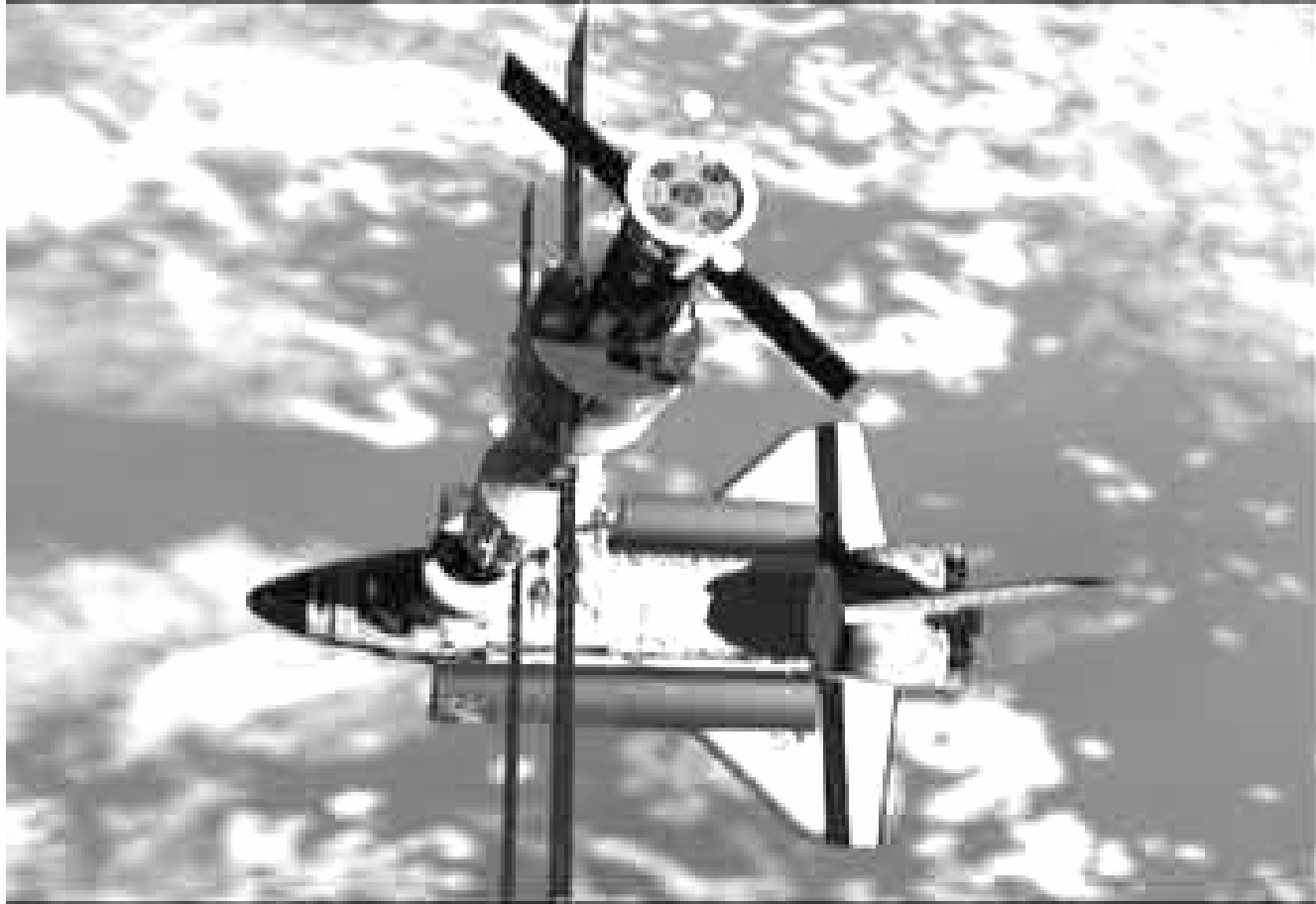
The definition has four main parts

4. RECIPIENT.

The information is conveyed to a person or organization in a position to act on the problem (as opposed, for example, to telling it to a relative or friend who is in no position to do anything).



The Shuttle



CHALLENGE

D



- The American taxpayers bet 14 Billion Dollars
- NASA bet its reputation
- The air force bet its reconnaissance capability
- The astronauts bet their lives
- THEN WE ALL TOOK A CHANCE**

Roger Boisjoly



Roger Boisjoly has had over a quarter century of experience in the aerospace industry. Boisjoly has spent his entire career making well-informed decisions based on his understanding and belief in a professional engineer's rights and responsibilities. Roger Boisjoly was awarded the Prize for Scientific Freedom and Responsibility from the American Association for the Advancement of Science for his actions associated with his strong beliefs.

Free speech

- **Free speech for the public employee is much more limited than free speech in the society at large. The courts have been unwilling to extend free speech protection carte blanche and have instead cautiously attempted to define what speech would be allowed or prohibited in public organizations.**

This approach is illustrated in four areas of court concern:

- **(1) The controversy between internal versus external communication,**
- **(2) The establishment of criteria to distinguish protected from unprotected speech,**
- **(3) The scrutiny of organizational regulations,**
- **(4) The case of organizational members refusing to participate in certain activities.**

Regardless of what free speech protections are available to an employee, they are only as good as the employee's ability to press a free speech claim.

Two practical problems are involved in this:

- 1. lack of due process hearings and**
- 2. the complexity of organizational punishments.**

It is clear, then, that while the Constitution may offer some protection for the outspoken employee, that employee must fight hard for the protection.

If protecting is an important goal of society, then alternative legal strategies should be considered. One such strategy might be a specific contract with free speech provisions clearly stated. Another, and more promising strategy, is statutory protection

DRAFT GUIDELINES FOR ENGINEERS DISSENTING ON
ETHICAL GROUNDS
IEEE Ethics Committee

- *1. Establish a clear technical foundation*
- *2. Keep your arguments on a high professional plane, as impersonal and objective as possible, avoiding extraneous issues and emotional outbursts*
- *3. Try to catch problems early, and keep the argument at the lowest managerial level possible*
- *4. Before going out on a limb, make sure that the issue is sufficiently important*
- *5. Use organizational dispute resolution mechanisms*
- *6. Keep records and collect paper*
- *7. Resigning*
- *8. Anonymity*
- *9. Outside Resources*

Advance your career
Behaviour in the work place

**15 Soft Skills you must cultivate to advance
your career**

If you have 'em, you're employable, promotable

STEPHANIE WHITTAKER

Freelance

Saturday, March 06, 2004

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Soft skills

They're the characteristics you absolutely must display at work if you want to progress in your career.

Soft skills, as opposed to technical, work skills, are the social abilities that employers want.

If you have them, you're not only employable; you're also promotable. Here are a few of the soft skills experts suggest you cultivate for career success.

Advance your career

Behaviour in the work place

1. Flexibility

- **"When employers hire, they want employees who'll stay late, go to meetings, come in on Saturdays and give their businesses what they need to go to the next step,"**

Daryl-L. Dagenais, president of Laval-based Vertex, an outsourced human resources company.

- **Being flexible also means being prepared to accept tasks outside the scope of one's responsibilities,**
- **"This is an important trait because jobs are multi-faceted now."**

Linda Cicuta, a career adviser with McGill University's career and placement service.

2. Team work

- **Because most work is done by cross-functional teams, ambitious careerists are team players,**
- **"This is the ability to get along with people. They like to work with you and you have the mannerisms to get the co-operation of others. The team responds to you."**

Dagenais

3. Communication skills

- **Speaking and listening well are another top soft skill,**
- **"Good communicators express themselves clearly, can sell their points of view and can formulate arguments that back up their points of view," he said.**

Louis Verreault, vice-president and senior consultant at DBM, a career transition firm.

4. Entrepreneurism

- You should be entrepreneurial even if you're employed by others,
- "Entrepreneurial people are willing to take risks about their decisions and accept the consequences of those decisions,"

Verreault

5. Autonomy

- There's less management in most workplaces so the wise careerist works autonomously,
- "This is about being resourceful because there are fewer people in management to direct you," .

6. Community-mindedness

- Employers want to be good corporate citizens but often lack the resources,
- "So they encourage their employees to be involved in community endeavours and they reward them for that involvement."

Verreault

7. Leadership skills

- **An essential element in your career tool box if you want to get ahead,**
- **"Many people think leadership is supervisory but they're misguided. It's about building enthusiasm in others, igniting interest in them and inspiring them. You do this by getting a positive response from others."**

8. Emotional intelligence

- The term was coined by Daniel Goleman in his book of the same name.

EI is all about self-awareness and the ability to handle one's emotions. It's also about awareness of others. People with high emotional intelligence understand their colleagues and can adapt to situations,

- "Emotional intelligence is about knowing how to interact socially."

9. Commitment

- Develop commitment to your job, your employer and to your personal drive for success,
- "You can prove your commitment by organizing events inside and outside of the workplace,"
- "For instance, if you're the unofficial social director of your office, it shows you have commitment to improving your workplace."

10. Creativity:

- Being creative means looking beyond the rigid definition of your job description,
- "We all have to stretch. It makes the job more interesting. You can be a chemist or an engineer and be creative. It's about finding ways of working more efficiently and easily."

Kate McGovern, a senior consultant with Groom and Associates, a full-service recruitment firm

11. Resourcefulness:

- The resourceful employee finds his or her own solutions to problems that are in line with the mission of the organization,
- . "They take the initiative to uncover existing methodologies and to find new ones. This is about problem-solving and critical thinking."

12. Decision-making:

- This is a skill you learn by doing it.
- . "You need to make decisions, some of them good, some bad. You also have to learn from your mistakes," .

13. Self-development

- Instead of waiting for his employer to develop his skill set, the aspiring careerist takes it upon himself to develop himself through training and courses, .

14. Positive attitude

- Positive attitude does have an effect on your career advancement,
- "Someone with a positive attitude is well in mind, body and outlook," she says. "It shows when you talk because you're energetic."

15. Global business sense

- **Having a good business sense means being able to decide what is in the best interest of your employer, not just yourself,**
- **. "You need to be able to see things globally."**

THE END

