

Do/Don't List

Listed below are behaviors that either do or do not describe a person's activities when he/she is proficient at displaying integrity and honesty. Indicate in each blank whether **Do** or **Don't** should be the first word in the sentence.

	DO	DON'T
1. Consider that listening to a good mentor and studying philosophy will be enough to help you develop integrity and honesty.	_____	_____
2. Agree that you can still have personal integrity even though you do things required by the company or your boss that you know are basically dishonest or illegal.	_____	_____
3. Consider that a work procedure that your boss set up that wastes time and money is also your problem.	_____	_____
4. Acknowledge that the company's ethical code is really only there for show.	_____	_____
5. Know that character and conduct cannot actually be separated.	_____	_____
6. Be concerned about keeping ALL your commitments.	_____	_____
7. Believe that to be ethical, you have to be consistent.	_____	_____
8. Think that taking small company items like pens for your personal use is actually being dishonest.	_____	_____
9. List your mileage on your expense report higher than actual in order to cover the cost of an over-limit business lunch expense.	_____	_____