**Professional Ethics Checklist**

1. Do your staff members know what is ethical and unethical for their roles and can they easily communicate them to you?
2. Do employees know what their obligations are, relative to reporting unethical business practices?
3. Do your staff members know what to do or where to go externally if a member of senior management appears to be behaving unethically?
4. Does your team have regular discussions about what is considered ethical practice, and what is considered unethical practice?
5. If you answered no to any of the above, what actions (if any) will you take to address those issues?