

SEAC 2019 Employee Ethics Survey

(Note: Survey was administered online.)

April 2019

Dear local official or employee,

The Shared Ethics Advisory Commission is very interested in your response to the following questions about ethics in your workplace. The purpose of the survey is to determine your awareness of ethical issues and your familiarity with procedures for reporting alleged unethical behavior in the workplace.

*While this survey is voluntary, we sincerely hope that you will take a few minutes to complete it. **Please respond by April 19, 2019.** The results will be tabulated at Purdue University Northwest. The information you and others provide will give us valuable insight into how best to serve you and the residents of our participating communities. Based on the results, future ethics training may be revised, and recommendations developed about ethical processes. We are only interested in the answers of groups of people. Individuals' answers will not be shared with anyone's workplace.*

PLEASE NOTE: This survey is voluntary and is intended to be anonymous. Please do not refer to specific people in your answers, and do not put your name anywhere on the survey.

Thank you for your participation in this important project.

Sincerely,

*Daniel Klein
Commission President*

Where are you currently employed?

- Burns Harbor Cedar Lake Chesterton Crown Point
- Dyer East Chicago Gary Hebron Highland Hobart Lake County
- Lake Station LaPorte County Lowell Merrillville Munster Ogden Dunes
- Portage Porter County Schererville St. John Valparaiso Westville Whiting

Before you received this survey, did you know anything about the Shared Code of Ethics and Values created by the Shared Ethics Advisory Committee?

- Yes
- No

Have you attended an ethics training program in the last...

- 6 months? 7-12 months? 13-24 months? greater than 24 months? Never

How important do you think ethics training is for you and your co-workers on a scale of 1 to 10, with 10 being the most important?

- 1 (Not at all important) 2 3 4 5 6 7 8 9 10 (Extremely important)

During the last 12 months, have you witnessed unethical behavior in the workplace?

- Yes
- No

Do you know what the process is for reporting unethical behavior in the workplace?

Yes

No

Have you ever asked anyone in authority (like your supervisor, an administrator, or someone in Human Resources) in your workplace for advice on any ethical issues?

Yes

No

Have you ever reported unethical conduct to someone in authority in your workplace?

Yes

No

Would you report unethical behavior in your workplace?

Yes

No

If you were to report unethical behavior, do you think someone would care enough to take action?

Yes

No

If you were to report unethical behavior, do you believe it would receive a fair and appropriate response?

Yes

No

What ethical issues are you most concerned about in your workplace? (Select all that apply.)

Unauthorized use of city/town/county resources

Favoritism

Conflict of interest

Harassment/Bullying

Other (please specify) _____

None

Skip To: Recommendations if answer = None

How concerned are you with the ethical issue(s) you selected?

Mildly concerned

Moderately concerned

Very concerned

Do you have any recommendations for the Shared Ethics Advisory Commission on how to improve ethics awareness in the workplace? If so, please explain.

Below, we have two hypothetical cases that we would like you to respond to. Keep in mind that we are interested in your honest opinions, and that your responses will be kept anonymous.

As you are walking out, your eyes randomly come to rest for a moment on a computer screen that somebody has forgotten to turn off. You happen to notice, in that quick glance, information you could use to your advantage. You realize the information is confidential and that you should not have seen it.

Do you...

- immediately tell your supervisor (or other appropriate person in charge) of what you have seen and point out that the information should be protected (for example, by turning off the computer).*
- shut down the computer yourself and say and do nothing about it.*
- take no action of any kind and keep quiet about it.*
- use the information to your advantage, since no one would know where you got it from.*
- share the information with friends of yours.*

You overhear someone in your unit telling a workmate that he/she has been stealing small items from work (such as cleaning supplies or postage stamps).

Do you...

- confront the person who has been stealing.*
- send an anonymous message to the appropriate supervisor about it.*
- tell the appropriate supervisor what you heard OR take the appropriate actions if you are the supervisor.*
- do nothing (keep out of it).*
- figure you can also take home some of those items because no one will know it was you.*

Thank you for taking the time to complete this survey.