

Decide Ethically

Guidelines for individual reflection and for conferences

Date: further information: <http://www.caritas.de/caritas-und-management>

Participant:

Minutes:

Moderation:

Business decisions are touched / affected by ethical standards and Christian values in different ways. Some decisions seem rather neutral impact on value, while others leave the impression that they correspond to the guidelines or to the guidelines of an establishment or at least do not contradict. In this case an explicit ethical reflection is usually unnecessary. However, there can also be decisive situations in which uncertainty or doubt how to act in accordance with the ideal enterprise goals /sighting. Here it may occur that...

- a decision-maker sees himself or herself in a conflict of values;
 - in an decision-maker body different values are prioritized;
 - the solutions attempts of problems in a specific situation do not seem to agree with the values of the organization.
- In this case, it may be good to consider a decision more thoroughly under ethical criteria and to weigh options for action well mutually. In such a situation the present instrument "Decide Ethically" offers the decision makers different ways of support.

1 Clarifying the question

First it is a matter of formulating the subject and question position - specific, but at the same time so openly that neither a restriction or influencing control restricts or influences a particular solution.

2 Description of facts

This section aims to bring the background, the origin and meaning of questions for the parties concerned and the company awareness to clarify each other. It may happen that information gaps become clear, which are vital for the development of a personal or common course of action and possibly make a postponement necessary.

- Which information, backgrounds matters to the decision-making?
- How does the problem affect the establishing / the service currently?
- Which persons / groups are directly affected? Which interests are significantly (decisively) affected?
- Which aims/goals of the organisation are affected?
- Which relevant information is missing, what is still important?

3 Designation of the measure possibilities

Here courses of measures are gathered. It is recommended to call out the obvious option and then to develop one or two possible alternative(s) and describe them. This enables premature orientations to familiar routines or plausibility can be interrupted and creative ideation be promoted.

- Which options are available?
- Are there alternatives or combinations?
- What options would I rate?

Option 1

Option 2

Option 3

4 Questions for the ethical evaluation of the forthcoming action possibilities

The evaluation of each option is based on eight criteria that have been developed after reviewing and testing of more than twenty ethics advisory models. The four criteria mentioned first (Justice, Compassion, Peace and Loyalty) stands for theological-ethical categories. But also the other four criteria (Efficiency, Sustainability, Legality and Transparency) are essential for an ethical reflection.

The explanatory aspects of the criteria are seen as help to develop the concepts mentioned; they are meant to be exemplary and not claim completeness. When assessing the extent to which each option meets the criteria, the individual aspects will not be rated - only the overall criterion. You can evaluate the described possibilities for action described under Nr. 3. in the cells with the following note "4" Strongly agree / "3" agree / "2" Not applicable / "1" not applicable at all:

Criteria	Explanatory aspects	Courses of action		
		A	B	C
Justice	<ul style="list-style-type: none"> * Are the interests of the directly affected seen / heard / involved - and are they adequately taken into account? * Is ensured with the measure that no one is advantaged or disadvantaged in any way? 			
Compassion	<ul style="list-style-type: none"> * Are the interests of the weak / excluded protected - will their situation be improve? * Are the caring responsibilities towards all interested parties respected? * Is it ensured that no one will be unbearable damaged or offended? 			
Peace	<ul style="list-style-type: none"> * Is the measure suitable for reconciliation of competing interests and avoiding an escalation? * Is the measure bearable for all parties concerned? * Can a damage that arose or is to be expected be adequately compensated? 			
Loyalty	<ul style="list-style-type: none"> * Does the measure stay loyal to the institutional mission statement of a Christian organization culture? * Is it ensured that the actors can remain loyal to their respective professional ethos? * Does the measure ensure that the actor / the decision makers remain faithful to their personal beliefs? 			
Efficiency	<ul style="list-style-type: none"> * Are the resources used efficiently? * Is the allocation of resources in view of the whole company useful? * Does the measure contribute to the competitiveness? 			
Sustainability	<ul style="list-style-type: none"> * Does the measure lead to a permanent solution of the Problem? * Is it avoidable, that in the future the solution can be used in an unfavourable way as a precedent case? * Are ecological and social interests sufficient included for the following generations? * Does the measure maintains or enhances the design and freedom of the company? 			
Legality	<ul style="list-style-type: none"> * Is the measure compatible with the secular and religious law? 			
Transparency	<ul style="list-style-type: none"> * Can the measure and justification be communicated to the relevant Persons concerned? * Is sufficiently ensured that neither corruption or manipulation has an influence on the measure decision? 			

5 Decision

Now look at your evaluation and answer the following questions:

- Which courses of action are ethically well explained?

- Which possible action do you choose or which option do you recommend?

6 Implementation

- Who is responsible for the implementation? Until when?

7 Network Graphics

