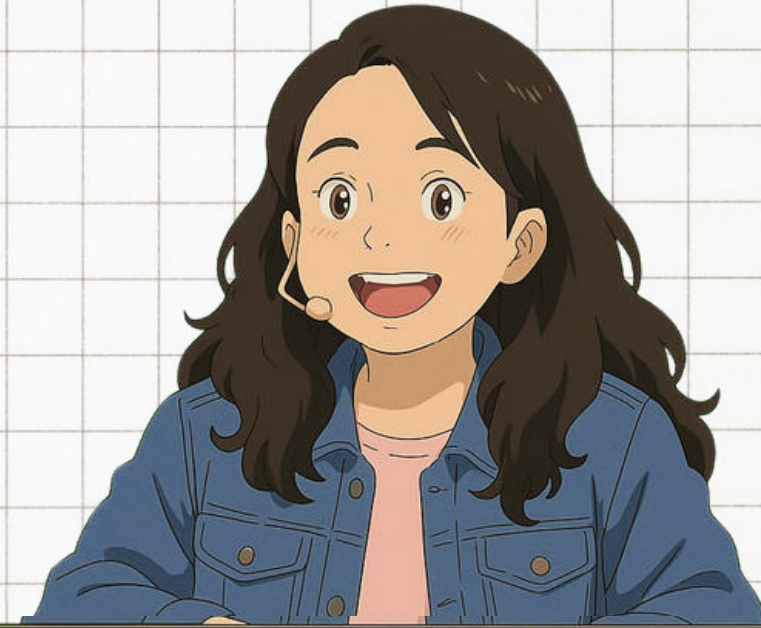


June 2025
Attempt

Chapter 05:

Ethics & Values

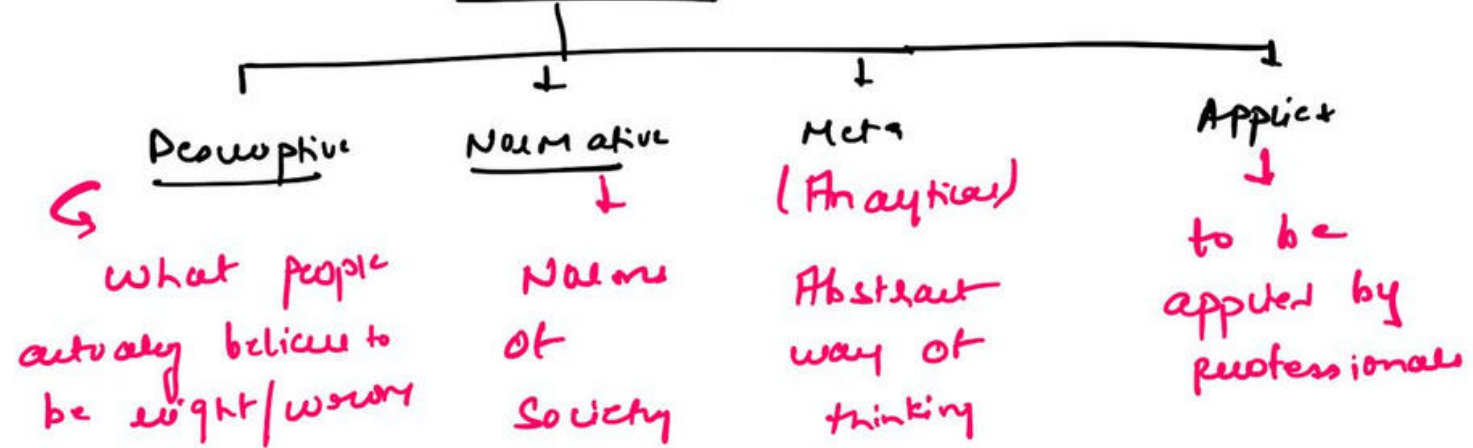
Handwritten Notes



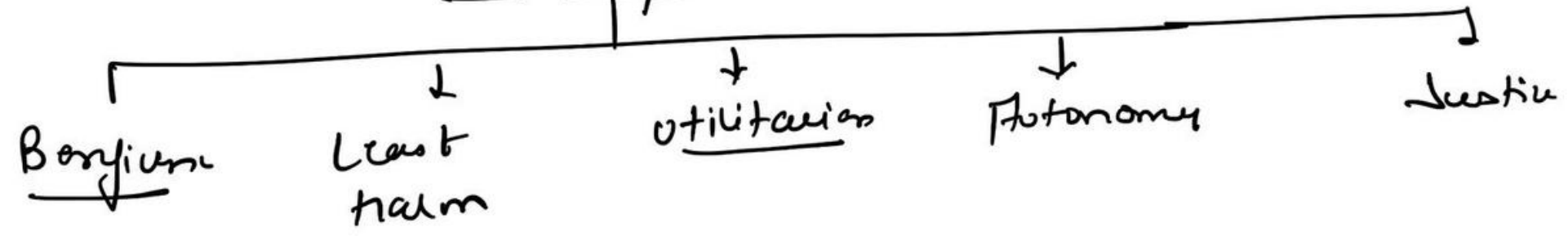


Ethics → derived
from Greek
word → Ethos

4 Main Branch



Ethical practices



Diff b/w Ethical values → already written

↓

universal

↓

diff from person to person

Professional Ethics

→ Professionals should possess set Ethical & moral values

→ integrity / independence

Major Ethical Principles of Company Secretaries

Diff b/w Ethics & Values → already written

↓

Universal

↓

diff from person to person

Professional Ethics

→ Professionals should possess certain Ethics & Moral Values

→ integrity / independence

Moral Ethics Principles of Company Secretaries

→ Enucleate

→ Trustworthy

→ Honesty

↳ integrity / independence

4

Model Ethical Principles of Company Secretaries

- Enucleate
- Trustworthy
- Accountable
- Courteous & Respectful
- Honest / open / Transparent
- Competent & Keen
- Ethical
 - Integrity
 - Confidentiality
 - Good Examples

UK code of conduct

Singapore

<
city

integrity

Examples

⑤

Singapore

- uphold institute's charter
- safeguard int of clients
- X do anything that conflicts with the int of client
- X use confidential info
- Skill & competency

- Code of Conduct _____

Test case of conduct

6

- Fair dealing → Deal fairly with the clients
- Professional opp → X Exploit for personal gain
- Mistake of other source → X take unfair Adv.
- Confidentiality → X used for own benefit
- Conflict → avoid conflicts
- Undertakings → must honour the undertakings

→ integrity of Evidence → & give facts/
misleading Evi

7

→ Client Documents

→ Dealing with Media

→ Anti Discrimination / harassment

Ethical Dilemma → choice has to be
made b/w two courses
of action → where if we
obey one decision
we will disobey
another

Causes

Unclear Policies

Overcoming

we'll disobey
mother

8

Causes

- 1) unclear Policies
- 2) conflict b/w individuals
org goal
- 3) cultural values & Backgrounds
- 4) diff Human Nature
- 5) Ambition & Discrimination
- 6) Pressure from Mgmt
- 7) Negotiation skills
- 8) conflicting values

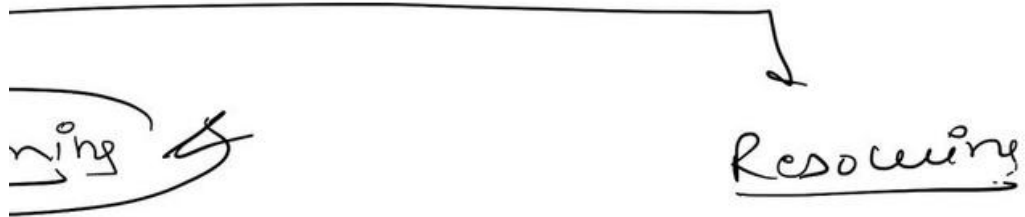
Overcoming

- ① Satisfaction
- ② Ends not Justifying
the Means
- ③ Ethical Leadership
- ④ Character

→ PNB Bank fraud → LOW

→ Yes Bank → 1) Evagueness of Loans
2) lax lending practices

< disobedience



9

ing

is not justifying
a mean
as Leadership

reuters

→ End Based

→ Rule Based

→ Case Based

- PNB Bank fraud → LOW
- Yes Bank →
 - 1) Evergreening of Loans
 - 2) Fraudulent lending practices
- ILFS → NBFC
 - Evergreening of Loans
- DNFL → Misutilisation of funds.