Personal Code of Ethical Communication
[Name of the Writer]

[Name of the Institution]

Personal Code of Ethical Communication

**Code of Ethics**

 The main purpose of a code of ethical communication is to lay stress on and promote truthfulness, honesty, and fairness. A code for ethical conduct or communication encourages positive bonding among the people, especially the employees and the management of a company, and in other social relationships like family and friends (Somers, 2001). The following code of ethical conduct will help in the promotion of positive and bright ethical values among the people working in my organization and among my social bondings.

1. We promote high values of truthfulness and honesty before initiating and during the process of communication.
2. We encourage the participants to respect all the other participants of the communication.
3. We encourage a clear level of communication so that the message can be easy to comprehend and more understandable.
4. We promote freedom of expression but the expression should not be hurtful for any community or class.
5. We strongly condemn such expression or speech that degrades or disregards individuals belonging to any specific community, race, caste, color, creed, nationality, or religion.
6. We encourage communication based on proper logic and well-researched facts.
7. We promote communication that is based on caring attitudes and encourages others to bring out their potential.
8. We encourage such communication that spreads positivity and plays a role in reducing negativity and hatred among the participants of the communication.
9. We strive to maintain a diverse environment with a combination of mixed values of various cultures and nations, so such communication will be preferred that spreads the knowledge about positive cultural values.
10. We strongly condemn such communication that degrades or proves to be hurtful for any specific religion, community, caste, color, creed or nation.

The term “ethical communication” refers to the concept of shaping and designing your communication in such a way that it is governed by the moral values and it reflects in each aspect of communication. This includes both speech and behavior. Ethical communication makes use of the highest values of morality and makes sure that all these values are inculcated in the process of communication. For this purpose, a code of ethical communication is developed in order to present such a code of conduct, which has been designed in the light of these moral values (Stevens, 1999). This code of ethical communication includes various rules and principles, which need to be followed in a certain professional or social setup, in order to maintain a professional and healthy environment.

 Usually, the principles mentioned in a code of ethical communication are based upon the values of truthfulness, honesty, and integrity. Moreover, these principles also promote mutual respect and understanding. In some cases, the code of ethical conduct and communication spreads the messages of compromise and sacrifice. Whatever the case may be, the set of these principles mainly focuses on bringing on positivity and intituling good values for the betterment of the society or the workplace.

 As all the principles mentioned in the code of ethical communication strongly advocate and promote the values of love and care, I would use them to instill these values in my current and upcoming relations. These points also promote the importance of understanding and removal of misconceptions among the people. These will significantly help in garnering better values of understanding and co-operation among the individuals in professional and social relations. It is an undeniable fact that conflict is a norm where a team of people is working together, especially such a large number of people. The rise of conflict is a natural occurrence in such conditions, but with the development of these principles for ethical communication, the occurrence of conflict will be significantly reduced. Not only in the arousal and occurrence of conflicts, but these principles will also help in the resolution and removal of ongoing issues among the members of family, friends and colleagues ate a workplace.

**References**

Somers, M. J. (2001). Ethical codes of conduct and organizational context: A study of the relationship between codes of conduct, employee behavior and organizational values. *Journal of Business Ethics*, *30*(2), 185-195.

Stevens, B. (1999). Communicating ethical values: A study of employee perceptions. *Journal of business ethics*, *20*(2), 113-120.