
INTRODUCTION OF PROFESSIONAL ETHICS

COMMERCE DEPARTMENT

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e ISBN 978-967-2740-33-9

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First published 2022

Politeknik Tuanku Sultanah Bahiyah

Kulim Hi-Tech Park

09000 Kulim, Kedah

MALAYSIA

SYNOPSIS



PROFESSIONAL ETHICS provides students an understanding of the underlying ethical theories, philosophies and values in individual, organizational and professional. Students will be focus on the practical development of skills needed in dealing with ethical issues in accounting and corporate. The application of these ethical principles is best discussed within the framework of good practice of corporate governance, corporate social responsibilities, professional skepticism and code of ethics.

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PROFESSIONAL ETHICS

1.0 Fundamental Principles of Ethical Behavior

Ethics refers to an individual's moral judgment on right and wrong. Decisions within an organization can be made by individuals or groups, but the person making the decisions will be influenced by the culture of the business. The decision to behave ethically is a moral decision, employees have to decide what they think is the right thing to do. This may imply the rejection of the route which would lead to the biggest profit in the short term.



1.1 Define business ethics

Ethics is derived from the Greek word “ethos” which means customs, habitual usage, conduct and character. Ethics is and the individual’s personal beliefs regarding what is right and wrong or good or bad. Ethics involves a discipline that examines good or bad practice within the context of a moral duty



Business ethics means conducting all aspects of business and dealing with all stakeholders in an ethical manner. Business ethics can be defined as written and unwritten codes of principles and values that govern decisions and actions in an organization. In the business world the organization culture sets standard for determining the difference between good and bad decision making and behavior

1.2 Explain the importance of ethics in the business

Organization is a responsibility of stakeholders to increase their wealth.



Therefore, ethics is very essential to give better expectation to stakeholders. In addition, good ethics may enhance culture and value. Stakeholders such as shareholder, creditors, customer, management and employee will be satisfied and happy when the ethics applied in the organization.

In addition, employee satisfaction because the organization offers equality of opportunity to all employees. This can motivate them to work harder and perform better. Moreover, the employee will feel safe because their act is protected. There is very essential to keep remaining a good employee in organization. If the ethic breaks

up among the employee, such as bribery, lazy, bad attitude, it may affect the organization profit. The ethic will make the employee follow the organization



rule and regulation.

Moreover, ethics may raise the reputation of the organization where the right way exists. Without good ethics, it can be difficult for an organization to manage a business. This has put the organization in a difficult position of doing business with others. Therefore, an organization requires a good ethic to protect their reputation,



maintain integrity and more transparency to build up trust. Ethical behavior and corporate social responsibility can bring significant benefits to a business.

Attract customer to the firm`s product, thereby boosting sales and profits make employees want to stay with the business reduce labor turnover and increase productivity. Attract more employees wanting to work for the business, reduce recruitment costs and enable the company to get the most talented employees. Attract investors and keep the company share price high, thereby protecting the business from takeover.

Business priority is to maximize wealth throughout better performance. Therefore, the business ethics should be applied in the organization because of the various reasons such as:

- a) Management understands the situations and how they affect the business and approaches them admirably.
- b) Helps a company to understand the repercussions of such behavior and the consequences that it might have to face if caught
- c) Helps the company to understand these ethical expectations effectively so that it can work accordingly
- d) Offers the management with appropriate know-how and tools to improve ethical decisions by providing, analyzing, and diagnosing effective solutions to the problems
- e) Assists in retaining [operations](#) based on ethical standards to continue for a longer time
- f) Helps the company to face challenges effectively thrown by the competitors.

1.3 Explain consequentialist ethical theories

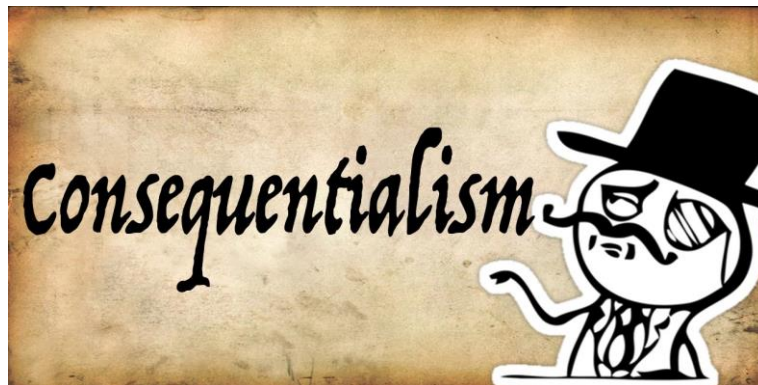


Diagram 1 Ethical Theories



1.3.1 Define consequentialist theory

The consequentialist theory has stated that judges whether something is right or wrong because its consequences are. As an example, people agree that lying is wrong. However, if telling a lie is a chance to save someone's life, consequentialism says it's the right thing to do.



The theory often criticized because no one knows what will happen in the future. Nobody is certain about the future.

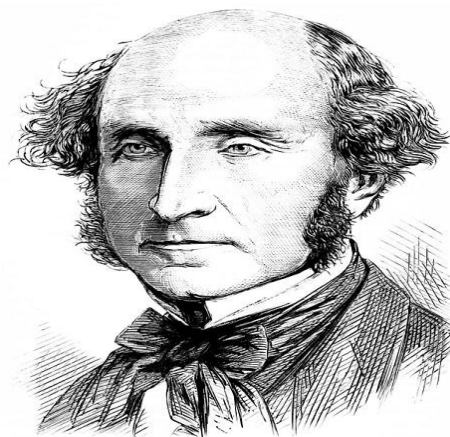
1.3.2 Explain consequentialist theories

Following is two examples of consequentialist theories.

a. What is Utilitarianism

Classical utilitarianism holds that what makes someone's life go well is what subjective conscious experiences they have. A good life is filled with positive conscious experiences like enjoyment, happiness, and contentment, whereas a bad life contains many negative conscious experiences like suffering and pain
(*Jeremy Bentham & John Stuart Mill*)

John Stuart Mill)



Utilitarianism states that something is moral, or good when it produces the greatest amount of good for the greatest number of people.



b. What is Egoism

Egotism is a normative theory. Egotism is a to which people always act to maximize their own interests. However, egoism theory focuses on the personal interest of one person, but can also include the interest of others. In addition, egoism theory state that it avoids any possible conflict between self interest and morality.



Generally, people do not perform an action except for personal interest. This shows that people do not morally obligated to perform an action unless motivated by self-interest.

Example *"Whenever I act, I am always pursuing my own ends or trying to satisfy my desires" so it follows that "I am always pursuing something for myself ..."*

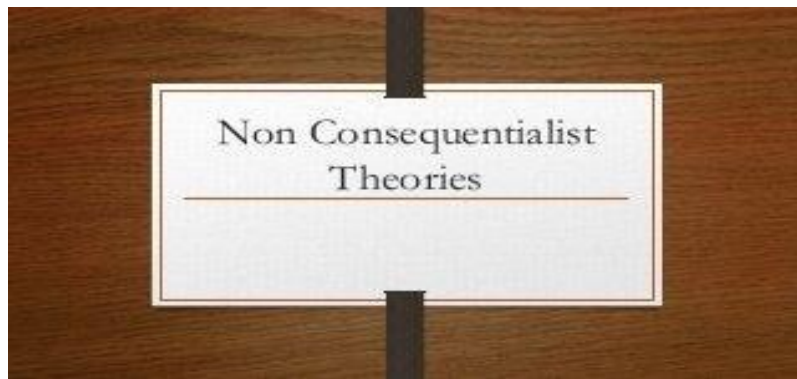
1.4 Explain non-consequentialist ethical theories

1.4.1 Define non-consequentialist theory

A non-consequentialist theory state that the empirical consequences of any given act have nothing to do with the moral worth of the act. Meaning that, actions are right or wrong in and of themselves not because of any consequences that may result from it.

For example,

Jim to break his promise to Jane is wrong not only because he has a bad result (Jane wrong feeling), but because of the inherent character of the act itself.

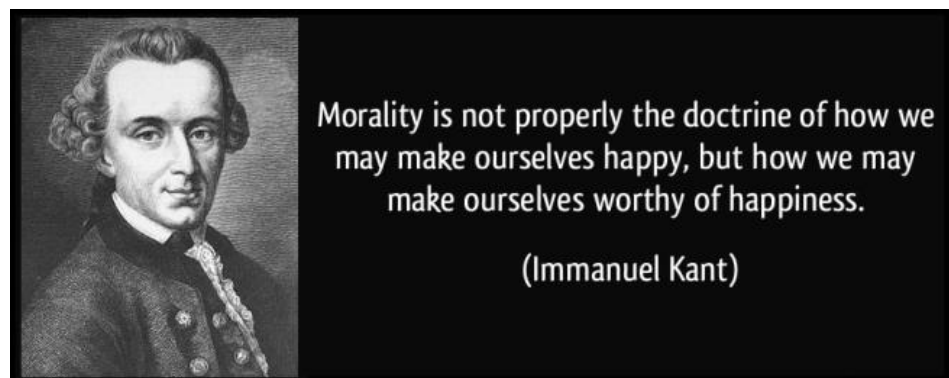


1.4.2 Explain non-consequentialist theory

a. Kant's ethics

Kant emphasized the important of duty and reason. He said that the intentions behind an action were more important that the consequences. In other words, we cannot predict the consequences, so that we cannot judge a person good or bad regarding to their actions.

Kant address that our job as moral agents which is to work out what our duties are and then to follow them.

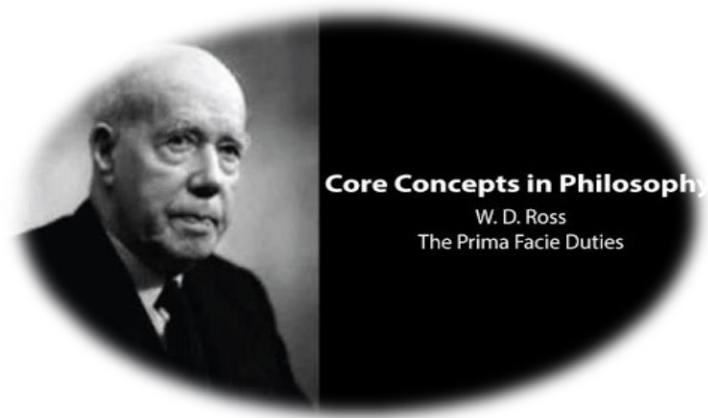


Immanuel Kant (1724 – 1804)

b. Prima facie obligation

The person can have overridden by a more important duty in specific circumstances. The person can choose which is important at that time. However, they can do other way around. For example, the person has conflict over the duty either to keep

promise to meet their friends or the duty to help person in need. The person may have to override the promise and favor the more important duty to help the person.



c. Moral right

The moral right approach focus on moral standing of action which is independent of their consequences.

Moral rights are personal rights between the creator of a work and its work. Moral rights relate to being correctly named or credited when your work is used, and how your work is handled and displayed. Moral rights require your name to be in your work at all times.

For instance, this means that: no one can change your job without your permission. No one can destroy your work without asking whether you would like to take it back. nobody can display your work in a way that damages its meaning.

1.5 Provide the discussion on the organizational values which promote ethical behavior using examples:

Business operate successful should has moral code which is related to the values and ethics. There is difficult to control everyone employee action but it can define expectation and procedures to reduce violations.

a. Openness

Organization easy to transparency when things are going well. Meaning that the organization follow the procedures and regulation very good. However, organization may not transparent when things are not going as planned. So that the openness as a value comes into play.

Openness is questioning when something should be private due to sensitivity or personal nature and whether it should be accessible only inside the company.

The Axelerant handbook reads:

"Openness means we value overcommunication over not disturbing people, clarity over playing it safe, honest feedback over causing worry, and public channels over private conversations."



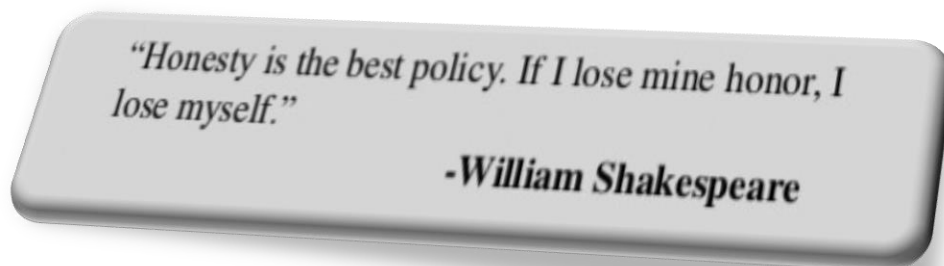
b. Trust

Trust is very essential elements in organizational values. In addition, trust build conditions for mutual understanding among the employees for better knowledge of their skills, motivation and ideas. Trust also related to voluntary responsibility giving account of performance, creativity, ability of free and ethical decision. Trust can be increase between employer and employee or employee and customer when have this element such as honest, no cheat or steal, be reliable, build a good reputation, and be loyal.



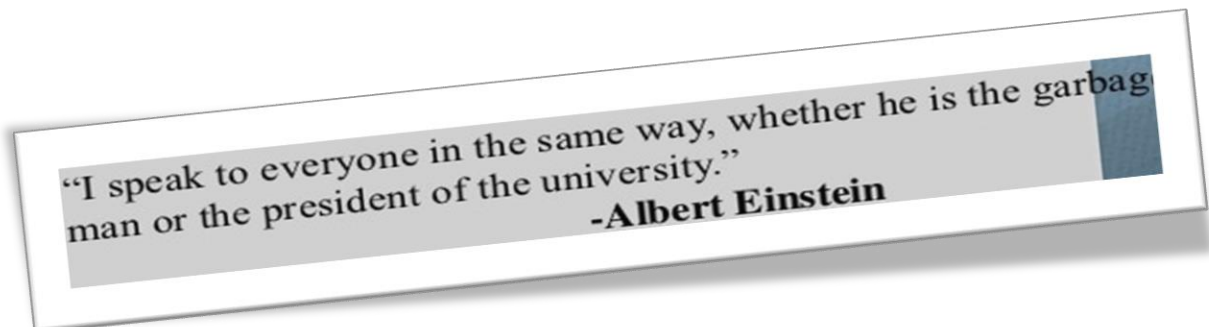
c. Honesty

Honest is about moral character and denotes positive, virtuous attributes such as integrity, truthfulness and straightforwardness along with the absence of lying, cheating or theft.



d. Respect

Respect gives a positive feeling of esteem for a person and conduct representative of that esteem. Respect can be a specific feeling of regard for the actual qualities of the one respected. Rude conduct is usually considered to indicate a lack of respect, disrespect whereas actions that honor somebody or something indicate respect. The opposite of respect is contempt.



e. Empowerment

Empowerment can be related to the individual autonomy dimension in organizational culture. Organization gain benefit from the value such as improves communication and decision making, increase job satisfaction, reduces layers of management, improves relationships with customers and suppliers.

EMPOWERMENT

f. Accountability

Accountability is often used synonymously with such concepts as answerability, blameworthiness, liability and other terms associated with expectation of account - giving. It is the acknowledgement and assumption of responsibility for actions, product, decisions and policies and be answerable for resulting consequences.

“When a man points a finger at someone else, he should remember that four of his fingers are pointing at himself.” — *Louis Nizer*

As Dwight D. Eisenhower once said, *“The search for a scapegoat is the easiest of all hunting expeditions.”* Too many companies try and refocus attention on why they shouldn't be held responsible for their actions. Yet, organizations with accountable leaders play by a different set of ethics. By taking personal responsibility at all times, they learn from their mistakes and grow. Executives that don't practice self-accountability, on the other hand, will more than likely make the same mistakes in the future.

Accountability

Companies and values

No.	Company	Values
1	Google	<ul style="list-style-type: none"> ▪ Focus on the user and all else will follow. ▪ It's best to do one thing really, really well. ▪ Fast is better than slow. ▪ Democracy on the web works. ▪ You don't need to be at your desk to need an answer. ▪ You can make money without doing evil. ▪ There's always more information out there. ▪ The need for information crosses all borders. ▪ You can be serious without a suit. ▪ Great just isn't good enough.
2	Kellogg`s	<ul style="list-style-type: none"> ▪ Integrity ▪ Accountability ▪ Passion ▪ Humility ▪ Simplicity ▪ Results
3	Olympus	<ul style="list-style-type: none"> • Unity: We are strongest when we work together as a team. • Integrity: We are trustworthy and act in good faith. • Empathy: We care about all of our stakeholders. • Long-Term View: We look beyond the present to deliver future value. • Agility: We challenge the status quo with open minds, focus, and speed.

1.6 Provide the discussion on the unethical behavior in organizations

Organization is able to increase profit if their employee is able to apply organization values. However, employee is unethical behavior may influence organization operations and affected the profit. For examples of unethical behavior is bribe/corruption. Beside that the unethical also related to stealing money from organization



Another example of unethical behavior is sick leave to many. Organization profit may be affected because salary need to paid but task does not do it. Taking office supplies home also consider as unethical behavior. All organization office supplies are for employee which is to make sure the business operation smooth.



1.7 Provide the discussion on the ethical challenges by organizational function

Organization focus on business operation to enhance performance with better strategies and planning. This situation required commitment from each employee and management to ensure the objective of organization achieved. However,

unethical behavior either employee or management may influence business performance. Following is discussion ethical challenges by organization.

a. Unethical leadership

Leader or management play essential role to ensure the employee work hard to fulfil organization objective via better performance. Conflict between management (leader) is more to personal matter. But the serious issue is related to the management behavior towards organization aspect. They misuse their power to do unethical matter which is affected the organization.

According to accounting matter, the management may use their power to manipulating the number. They will show the profit rather than loss to satisfy shareholder. The action taken by management is unethical and affect the reputation of organization. The shareholder may withdrawal the investment if they identify the number in account is false.

b. Discrimination and Harassment

Organization should give equal opportunity for all employee including age, gender, race and religion. The employee has similar chance to contribute to organization. Without discrimination the employee happy and satisfaction with their present works. However, the discrimination can be occurring especially related to gender manner. Female usually will be discrimination especially related to the task which is required for physical matter.

Other issues are about harassment which occur in workplace either by colleague or management. This is unethical manner which is become phobia towards the victim. The issues are very challenge for organization and require the has better strategies.

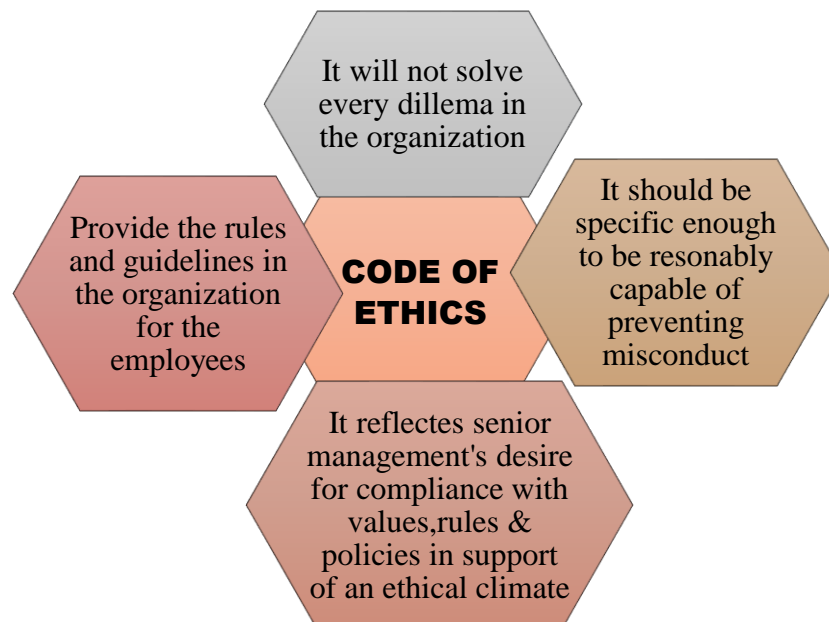
c. Unrealistic goals

Organization set the goals for sales is too higher and unrealistic to achieve. The situation need the employee to work hard day to day to ensure the sales target can be achieving. However, it is not realistic to achieve because the period is shorter.

2.0 Role of Regulator & Professional Accountancy Bodies in Promoting Ethical & Professional Standards in The Profession

2.1 Describe the guidelines of codes of ethics and profession

- ✚ The concept of codes of ethics is the codes that represents the employee ethics in a formal statement that describe what an organization expects of its employees.
- ✚ Codes of ethics is a code for corporate or business ethics where it is the most comprehensive documents, and it consists of general statement that serve as principle and the basis for the rules of conduct.
- ✚ A code of ethics and professional conducts outlines the ethical principle that govern the decision and behaviour at a company or organization.
- ✚ The code of ethics also provides and gives an outline of how employees should behave as well as specific guidelines in handling issues such as harassment, safety, and conflicts of interest.
- ✚ Code of ethics is the formal statement of values that serves the public and addresses the stakeholder interests.



- ✚ Professional codes of conduct can provide many benefits to group of people as follow:

- Public – Professional codes of conduct creates and build the confidence on the profession trustworthiness.
- Client – Professional codes of conduct provides greater transparency and certainty about how their affairs will be handled.
- Member of the profession – Professional codes of conduct provide supporting framework for resisting pressure to act in appropriately and for making acceptable decision in what may be the grey areas.
- The profession – Professional codes of conduct provide the profession as they provide common understanding of acceptable practice which builds collegiality and allows for fairer disciplinary procedures.

✚ The corporate code of the ethics often contains six core values:

- Trustworthiness
- Respect
- Responsibility
- Fairness
- Caring
- Citizenship

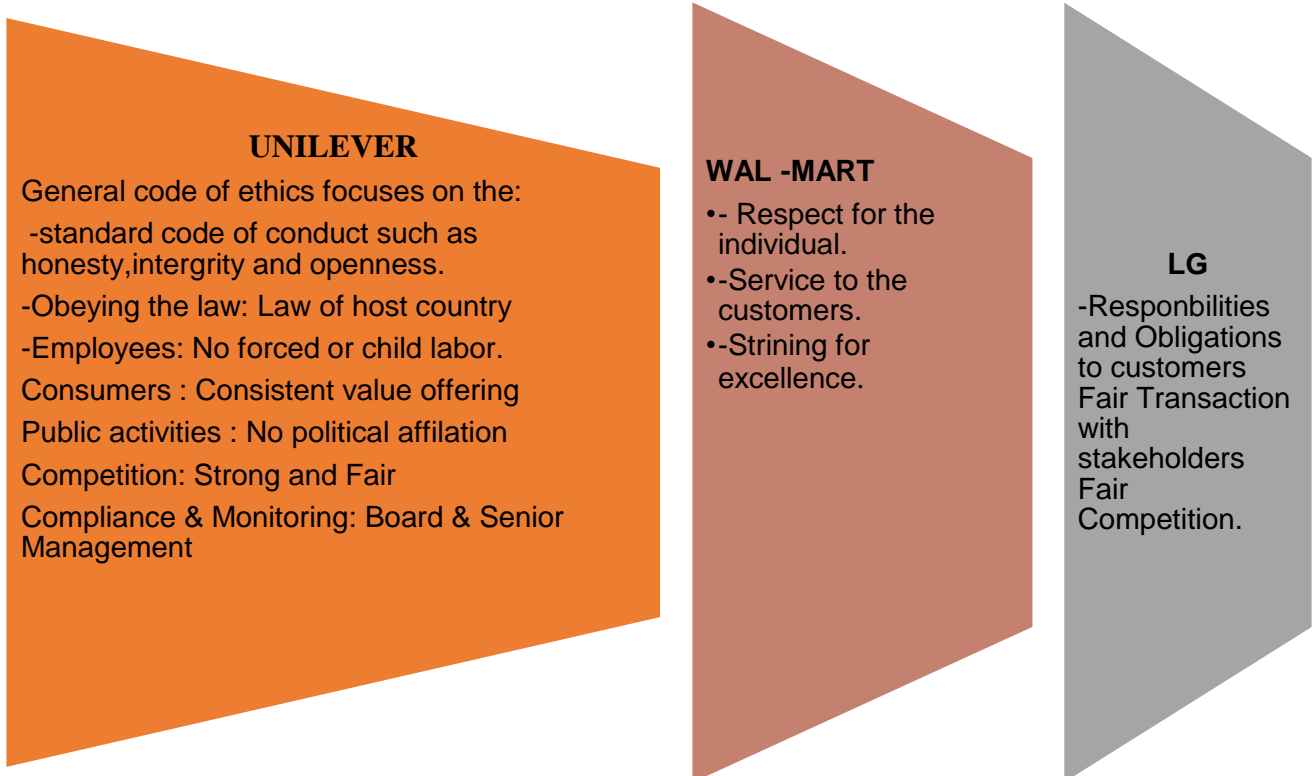
✚ There are several aspects that should be included in the code of ethics and professional conduct. The aspect that can be included is as follows:

- The work environment – employees should act as professional with full of integrity, comply with laws, maintain a professional work environment, and comply with the company policies. In addition, all the stakeholder such as customer, colleagues and partners shall be treated in an ethical manner.
- Conflict of interest – An organization reputation is fully depending on the action and integrity of its employees. It is more essential to avoid relationship and activities that hurt and appears as a threat to anyone surrounding. As such, there would be ability to make an objective and fair decisions.
- Protecting company assets – Employees should always work towards protecting the organization assets including the tangible and intangible assets.

- Attendance and punctuality – Employees are required to be regular and be punctual in attendance as such absenteeism and tardiness burden can be avoided within the organization.



- ✚ There are some perspectives from Researchers on the code of ethics:



- ✚ The main differences between the code of ethics for profession and occupation is where profession has values, belief, and code of ethics whereas occupation has values, belief and ethics do not always present.

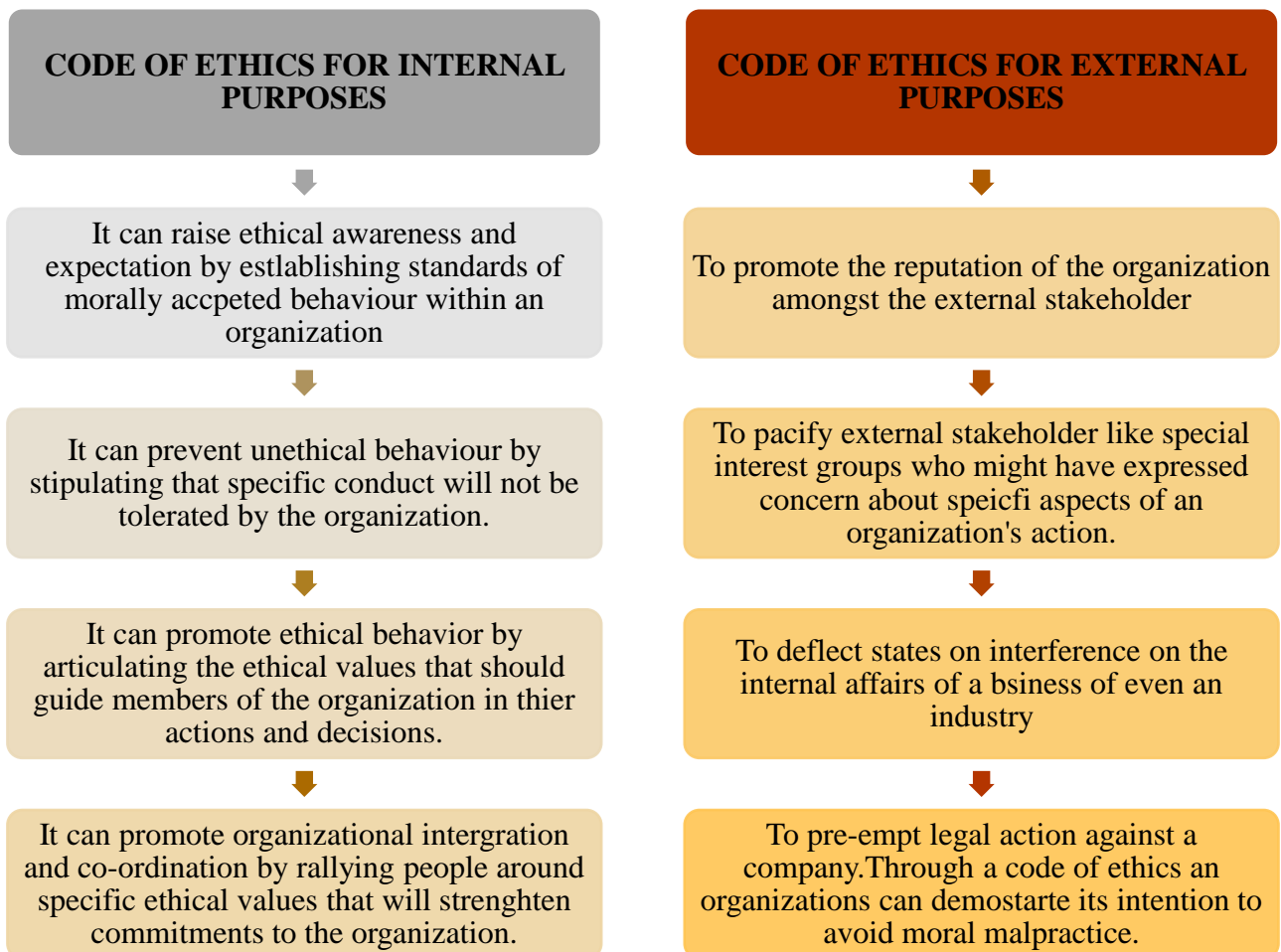
- ✚ Some examples of unethical behaviours are unpaid overtime, nepotism, unfriendly work environment, late night out and asking for sexual favours in return for a job or promotion.



2.2 Recognize the purpose of international and organizational codes of ethics and codes of conduct, IFAC (IESBA), MIA By-Laws, Section 560 (Companies Act 2016) and Malaysian Anti-Corruption Commission (MACC) Code of Ethics and Principles.

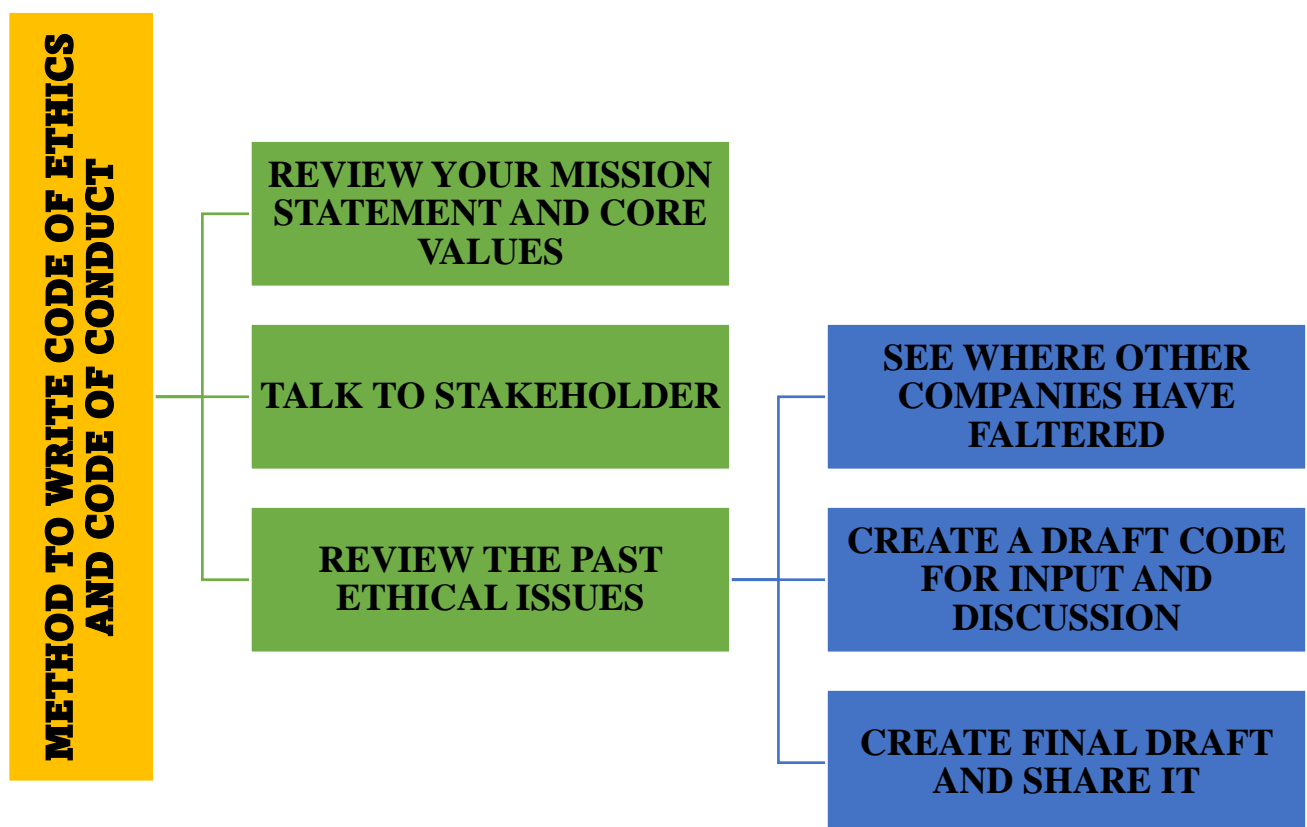
- ✚ Professional accountants are governed by ethical standards by which they must comply.
- ✚ The international Federation of Accountants (IFAC) is a global organization representing the accounting profession. IFAC established and promotes international standards and speaks for the profession on public policy issues.
- ✚ The International Ethics Standards Board of Accountants (IESBA) have prescribed the code of Ethics for Professional Accountants
- ✚ IESBA develop and promote the Code of Ethics for professional accountants and the international Independence standards that apply to audit and assurance engagements.
- ✚ MIA is the only accountancy body empowered by law to regulate the accountancy profession in Malaysia thus making MIA membership mandatory for those holding themselves out or practicing as an accountant in the country. MIA's membership encompasses both legal and market recognition for accountants in Malaysia.

- ✚ MACC Act carried the main principal as to promote the integrity and accountability of public and private sector administration by constituting an independent and accountable anti-corruption body.
- ✚ MACC Act objective is also to teach public authorities, public officials' members of the public about corruption and its detrimental effects on public and personal sector administration and on the community.



- ✚ The by-law on Professional Ethics is substantially based on the code of ethics for professional Accountants issued by the IFAC.
- ✚ Ethics is about the principle, values, belief which influence, judgement and behaviour.
- ✚ The professional code of conduct goes beyond obeying laws, rules, and regulations such as it is about doing the right things in the circumstance. This existence created the trust which is essential to the business and society today.

- ✚ A distinguishing mark of the accountancy profession is its acceptance of the responsibility to the act of public interest. Therefore, as a professional accountant's responsibility, it is not exclusively to satisfy the needs of an individual client or employer.
- ✚ As for the public interest, a professional accountant should observe and comply with the ethical requirements by-laws that have been framed with the objective that members exhibit with the highest standard of professionalism and professional conduct that are expected of the profession.
- ✚ To ensure that the by-laws are relevant and meet the needs of both the profession and the stakeholder, the council needs to amend the laws from time to time. As such, members are required to familiarise with the laws as they may be amended from time to time and be updated onto the website for members to comply with the law.
- ✚ A code of ethics reiterates the organization's values and morals so that employees and third parties understand the standards they are accountable to uphold.
- ✚ There are few methods on how to write a code of ethics and code of conduct as follows:



As an example, as a chartered Financial Analyst (CFA), the members must adhere to the following code of ethics such as:

- ✚ Acting with integrity, competence, diligence and in an ethical manner with the public, clients, prospective clients, employers, employees, colleagues in the investment profession and other participants in the global capital markets.
- ✚ The CFA member should place the integrity of the investment in the profession and the interest of clients above their own personal interest.
- ✚ Moreover, as a CFA member, they use reasonable care and exercise independent professional judgment when conducting investment analysis, making investment recommendations, taking investment actions, and engaging in other professional activities.



2.3 Provide the discussion on the IFAC (IESBA) and MIA by-Laws principle of code of ethics, using examples.

- ✚ distinguishing mark of the accountancy profession is its acceptance of the responsibility to act in the public interest. There as a professional accountant, responsibility is not exclusively to satisfy that needs of an individual client or employer. In acting in the public interest, a professional accountant should observe and comply with the ethical requirement of this code.
- ✚ Below diagram shows the IESBA and MIA principle of code of ethics, the definition, and the example of the code of ethics application.

1

INTEGRITY**Be straightforward and honest in all professional and business relationships:**

As the Director, have you evaluated the spirit of the CEO's expansion plan to determine if it effectively relies on any inappropriate influence of government officials to obtain approvals for building a factory and selling products?

2

OBJECTIVITY**Don't allow bias, conflicts of interest, or the undue influence of others to compromise sound judgement:**

As the Audit Manager, being mindful of the potential EVP job opportunity, are you able to plan and execute the audit with an appropriate level of skepticism and due diligence?

3

PROFESSIONAL COMPETENCE & DUE CARE**Always apply an appropriate level of professional knowledge, skill, and diligence:**

As the Director, have you done enough work to really understand the rules and regulations governing bribery so that your CEO can make the right decision about expanding into new markets?

4

PROFESSIONAL BEHAVIOR**Comply with all laws and regulations and don't act in a way that could discredit the profession:**

As the VP of Finance, is the analysis you prepared in support of the new pricing policy fair and accurate—such that it would hold up to professional scrutiny—and not be viewed as biased or incomplete information that “justifies” what the marketing department wants to charge?

5

CONFIDENTIALITY**Respect the confidentiality of information acquired because of professional and business relationships, subject to applicable laws:**

As the Director, you subsequently discover emails describing a scheme to funnel money to government officials; how should you communicate this information internally—including the CEO if necessary? What obligation do you have to notify authorities or disclose this information?

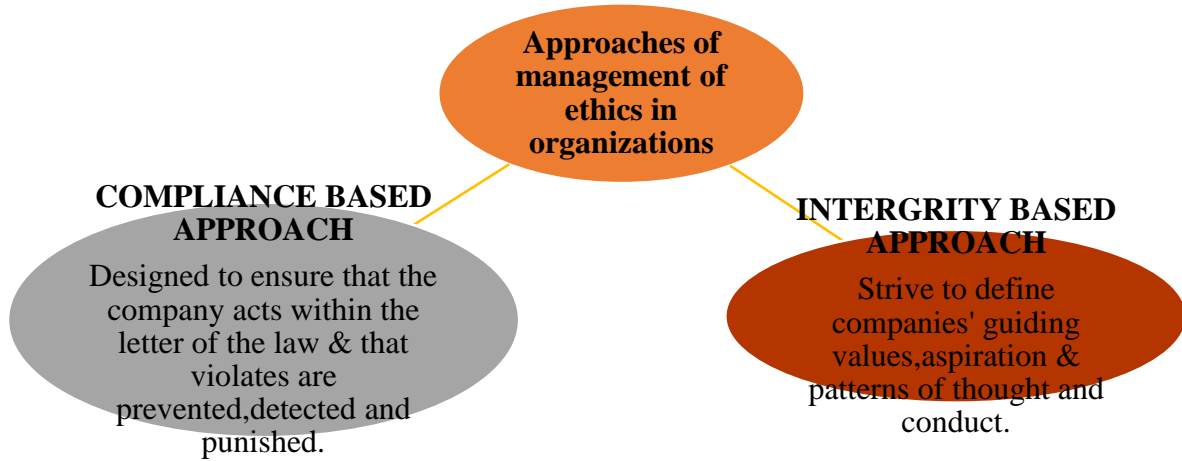
- ✚ There is a broad range of professional service that Professional Accountants provides, there are situation can arise that professional accountant are pressured by a client, supervisor, or any other person such as vendor, customer, or lender to breach the fundamental principle.
- ✚ In honouring the responsibility of the responsibility to act in the public interest, public accountant must not allow pressure to result in a breach or public accountant also should not pressure others to breach the fundamental principles.
- ✚ As a professional accountant, there is an obligation to evaluate any threats towards the compliance with the fundamental principle when the professional accountants know and could reasonably be expected to know the circumstance or relationship that may compromise compliance with the fundamental principles.

- ✚ In the aspect of the threat, as a professional accountant, we should consider the qualitative and quantitative factors towards the significance of the threat.
- ✚ A proper safeguard shall be applied and implemented on the professional service involved or where is necessary when comes to the public interest and in the business sector.
- ✚ A professional accountant in public practice may also find that specific circumstances give rise to unique threats to compliance with one or more of the fundamental principles.
- ✚ There are several of threat that may affect the compliance with the fundamental principle such as:
 - Self-Interest threat – Financial or other interest influencing the judgement or behaviour
 - Self-review threat – Professional accountant will not appropriately evaluate results of previous judgement made by professional accountant or others on which the accountant will rely when forming the judgment as part of the current service.
 - Advocacy threat – Professional accountant may promote client's position to the point of compromising objectivity.
 - Familiarity threat – Due to long, close relationship with client, sympathetic towards their interest.
 - Intimidation threat – Deterring from acting objectively because of pressure and undue influence.

2.4 Provide the discussion on how the professional bodies and regulators promote ethical awareness and prevent unethical behaviour.

- ✚ The members of the bodies of IFAC are the professional bodies thus IFAC has no direct ability to punish an accountant who acts contrary to the code.
- ✚ IFAC expects the transgressor's professional body to investigate the matter and punish the accountant if necessary.

- Foster ethical behaviour – During the recruitment of employees, the organization should consider on screening the employee's values so that they are well fitted into the organization vision and mission.



- ✚ On the other hand, an organization should work towards preventing the occurrence of the unethical behaviour within the organization as this can create a damage on the company's credibility, causing the business to lose customers and ultimately shut down.

- ✚ Some of the methods can be adapted by the organization to prevent unethical behaviour is as below:

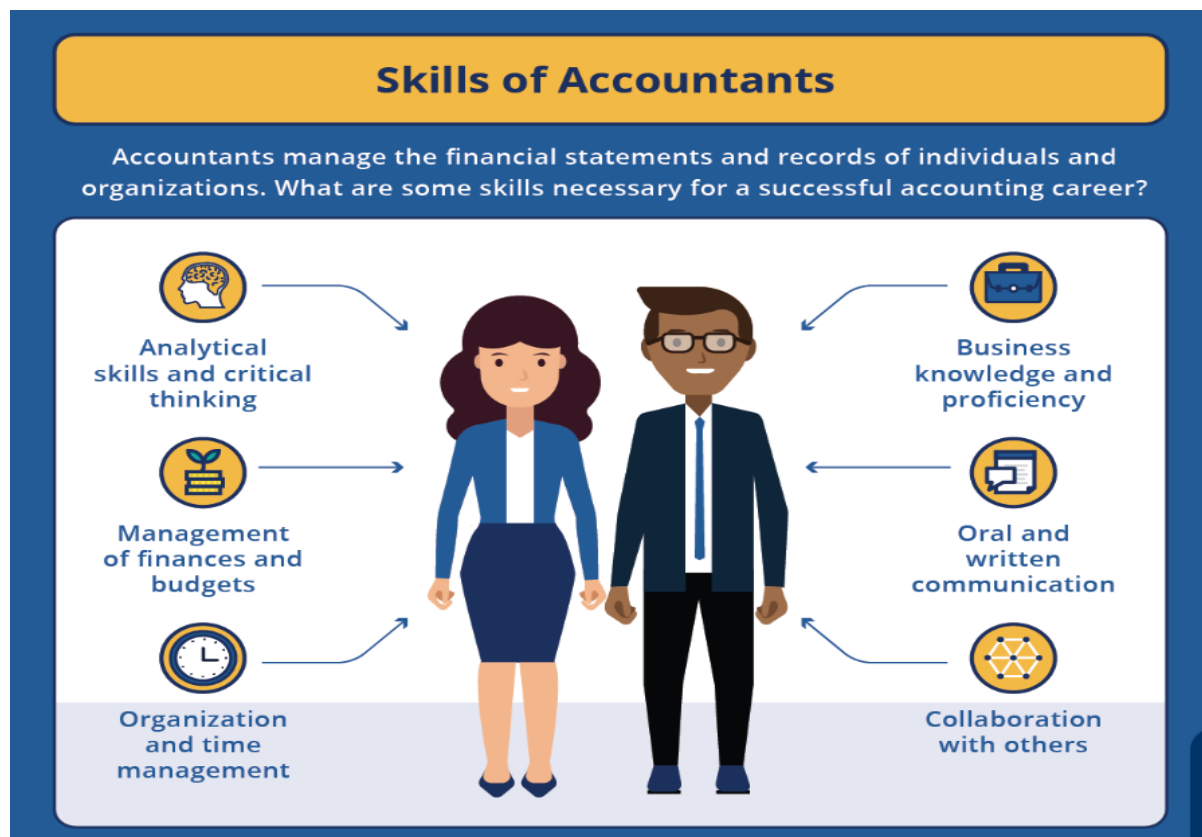
- Create a code of conduct
- Lead by example
- Reinforce consequence for unethical behaviour
- Show employees appreciation
- Welcome ethics speaker
- Create checks and balance
- Hire for values



2.5 Provide the elaboration on the factors that distinguish accounting profession from other type of profession.

There are few factors that can distinguish between the accounting profession from other type of profession.

- Process of Certification
- Governance by Association
- Acting in the Public Interest
- Ethical Codes of Conduct



There are some attributes of professionalism that contributes towards the creation of successful professional accountants as follow:

- ❖ **Competency** – Accounting professional are known for their specialised knowledge and skills backed up by the accountancy qualification. Accountants are expected and it is required to up-hold the knowledge and skills through the careers so that the outcome of the task given has been delivered at the highest

quality in accordance to the accounting standards and relevant laws and regulations.

- ❖ Reliability and accountability – Accountants can plan and never turn up to clients' meetings unprepared as this resembles the true professionals. Professional accountants honour their commitment and always can be relied upon in completing the task.
- ❖ Honesty and integrity- Professional accountant should always speak the truth and never compromise their ethical values in any circumstances even if it was disagreed or disapproved by most people.
- ❖ Self-control – As a professional accountant, they should be calm when handling the irate client or supplier instead of getting angry. As a professional, you should try and understand the issue arising and helping in resolving the issues.
- ❖ Professional image – Professional accountant always look at the part that needs to exude an air of confidence and respectability. This should include on the appearance, writing emails and written documents that is presented to the client and supplier.

2.6 Provide explanation on the roles of the accountant in promoting ethical behaviour.

- ✚ It is important for the professional accountant to promote ethical behaviour to achieve objectives in assuring the quality and consistency of quality in the provision of professional services.
 - IFAC recognizes that values are also critical in driving behaviour
 - No regulation can be truly effective unless it is accompanied by ethical behaviour
- ✚ It is the ethical behaviour of the professional accountant that is the ultimate guarantee of good service and quality.

WHY IS ETHICS IMPORTANT IN ACCOUNTING?



You're dealing with sensitive information



Your mistakes are on you



You're seen as a professional



You're at less risk for legal trouble



Your business is counting on you

- Education in values, especially through example and the appropriate use of experience and professional judgement based on solid educational foundation and reinforced through continuing professional education will be essential to the future of the accountancy profession.
- High quality service from the profession is function of professional standards, including ethics, personal competencies and values and regulatory systems and all of which must be consistent with and supportive of one another.
- Accountant can promote the ethical behaviour in workplace by establishing straightforward guidelines, promote knowledge, provide tools, be initiative-taking, employ data monitoring and foster ethical behaviour.

The role of the accountant in promoting ethical behavior

Accountants are the conscience of an organisation

Need to prepare true and fair financial statements for the users

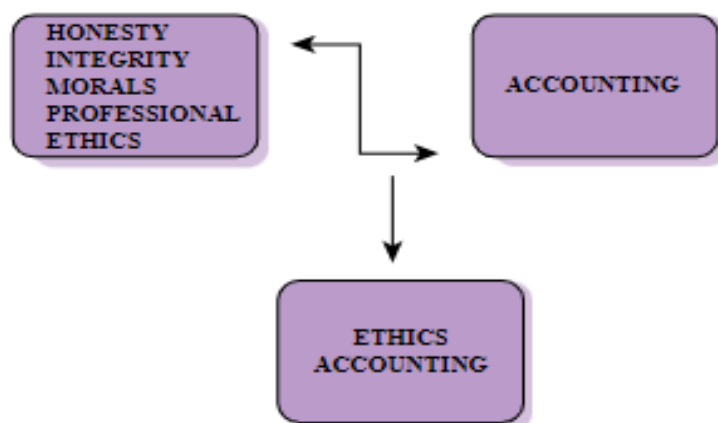
Must, at all times, be seen as objective by
☐ other employees and
☐ the outside world

One of the best ways for accountants to maintain their objectivity is by **strictly following the code of conduct** and ethics laid down by their profession's regulatory body

These standards help to enforce objectivity by **providing precise guidelines on how information / reports are to be prepared**



- In Malaysia, professional accountants registered under the MIA are required to abide the By-Laws (On Professional Ethics, Conduct and Practice) of the institute.
- If professional accountant does not well utilize this code, it could tarnish the public's confidence in the credibility of the whole profession, especially if the accountants put their self-interest above the interest of other stakeholders.

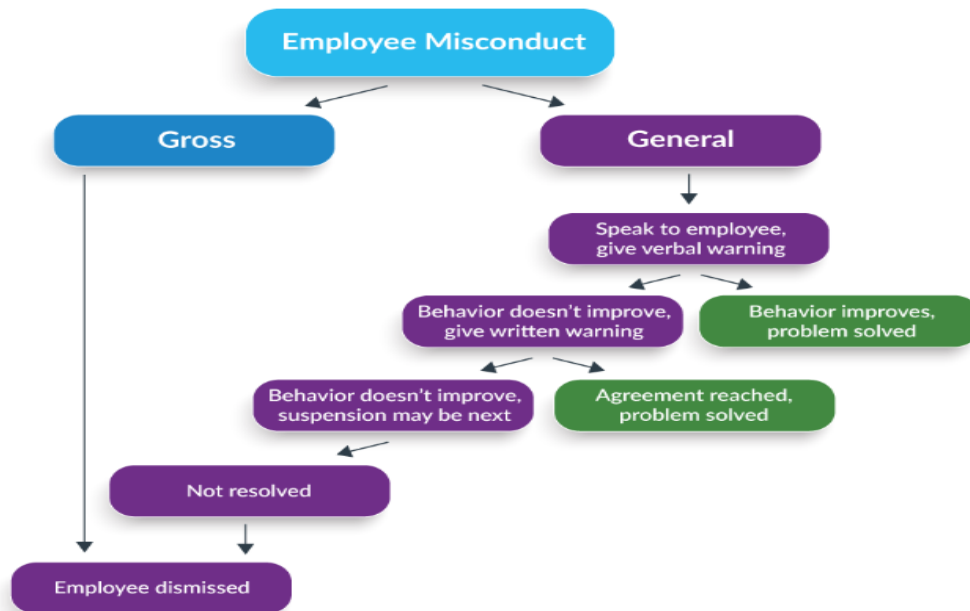


2.7 Provide the explanation on the disciplinary process following suspected ethical breaches.

- The discipline process begins with a complaint being lodged with the professional body about the ethical conduct of a member or firm.
- Alternatively, the conviction on a legal charge of consequences for instance fraud may also trigger the discipline process.
- The complaint or legal charge is investigated by staff and a decision is made to lay a charge or not.
- Laying a charge necessitates a hearing to determine guilt or innocence and the hearing process can be quite burdensome.
- When a professional accountant is found, the details of the case are made public.

Below are some of the processes on the disciplinary process:

Employee Misconduct Disciplinary Policy



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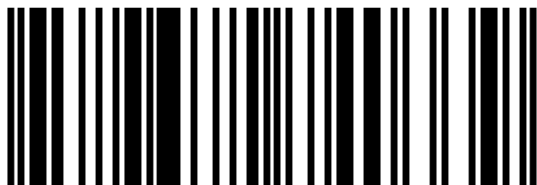
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e ISBN 978-967-2740-33-9



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