

## **Code of Conduct**

A code of conduct helps set the rules straight before people violate them, which enhances communication and strengthens relationships. Most people don't mind following rules if they are known in advance, if they are applied consistently and if they are fair.

An example of a written code of conduct for a company looks like this:

- 1) Use leveling and positive confrontation.
- 2) Agree to communicate directly, one to one.
- 3) Be receptive to positive confrontation.
- 4) Be aware of differing perspectives.
- 5) Check out perceptions for accuracy
- 6) Direct others back to the source; don't participate in or listen to gossip.