



## How to use the Ethics Framework

The Western Australian public sector *Ethics Framework* came from research, comparison and review of existing ethics models used by other State, Federal and International public sectors.

A key feature of the *Ethics Framework* is the five stage model, with minimum standards suggested for each stage. An agency can determine any gaps they may have between those suggested minimum standards to what is currently in place. The framework also suggests strategies to agencies for bridging the gap and ideas for better practice.

The five stages are the backbone to the *Ethics Framework* and all were represented to some degree in each model studied. By presenting the five stages as a circular model demonstrates the continuous improvement quality of the framework.

The stages are:-

1. Refine the system
2. Integrate the system
3. Build and sustain commitment
4. Act on ethical and unethical conduct
5. Monitor and evaluate.

## What to do when you identify a gap between minimum standards and what is already in place?

OPSSC can assist build capacity in your agency by providing suggestions for what can be done to achieve minimum standard at each stage of the framework and offer ideas for better practice.

Use the framework to discover which suggested strategies could assist your agency to bridge the gap. Is the gap in skills or knowledge? Is the gap between policies and what actually happens in the agency? You may require a combination of strategies, depending on the size and nature of the skills gap, to bridge that gap. An agency may want to consider what could be done to achieve better practice where they do meet the suggested minimum standards.

The framework is also a great tool for assessing common understanding among management, HR and all staff as to what is needed to ensure the Code of Ethics is embedded in all parts of the agency. Different strategies may be applied to bridge the gap in different parts of the agency or for the different roles people have within the agency.

## Actions of the OPSSC

## Actions of Public Sector Agencies

**Independent oversight**  
 CEO selection  
 Examine, monitor and report on compliance  
 Manage breach of standards claims

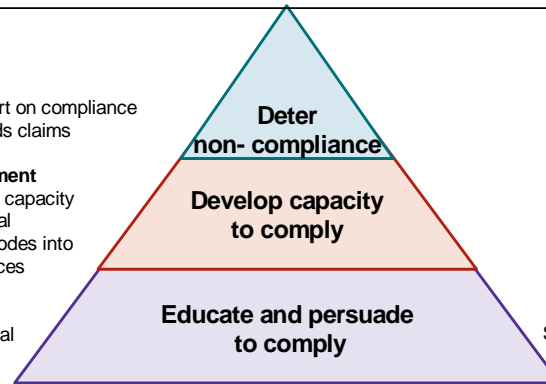
**Public authority development**  
 Assist public sector to build capacity to integrate HRM and ethical principles, standards and codes into decision making and practices

**Codes and standards**  
 Set and communicate ethical codes and HRM standards

**Take action on Non-compliance**  
 Deal effectively with issues of non-compliance

**Integration & monitoring**  
 Integrate standards, codes & strategies to achieve compliance. Monitor and implement continuous Improvement

**Commitment & communication**  
 Set, communicate and demonstrate commitment to organisational values and codes of conduct



**Merit Equity Probity Integrity**

