

# Ninth Annual Pittsburgh Business Ethics Awards

Presented by the Society of Financial Service Professionals - Pittsburgh Chapter

Luncheon Awards Date: February 12, 2010



## APPLICATION FORM (DEADLINE FOR ENTRIES: SEPTEMBER 28, 2009)

The Pittsburgh Chapter of the Society of Financial Service Professionals calls for nominations for the 2009 Pittsburgh Business Ethics Awards program to honor companies that demonstrate a firm commitment to ethical practices in their everyday operations, philosophies and in response to crises and challenges. ***PLEASE NOTE: FINANCIAL SERVICES COMPANIES AND NON-PROFITS ARE NOT ELIGIBLE.***

### APPLICATION INFORMATION:

COMPANY: \_\_\_\_\_ BUSINESS ADDRESS: \_\_\_\_\_

COMPANY CONTACT: \_\_\_\_\_

*Please be sure this person is in charge of completing the company's application.*

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

### CATEGORY: (circle letter)

**A.** LARGE COMPANY (OVER 2,500 EMPLOYEES)    **B.** MID-SIZED BUSINESS (250-2,500 EMPLOYEES)    **C.** SMALL BUSINESS (UNDER 250 EMPLOYEES)

BRIEF DESCRIPTION OF BUSINESS: \_\_\_\_\_ BRIEF EXPLANATION OF NOMINATION: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

### NOMINATOR INFORMATION (if any):

NAME: \_\_\_\_\_ ADDRESS: \_\_\_\_\_

TITLE: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

YOUR AFFILIATION WITH THE NOMINEE: E.G. EMPLOYEE, CUSTOMER, VENDOR OR SHAREHOLDER:

\_\_\_\_\_

### JUDGING CRITERIA (to be completed by applicant):

The Committee is looking for a commitment to ethics as evidenced by information regarding the following criteria. Please comment on the following to the best of your knowledge.

A clear demonstration of the company's executive commitment to ethics as demonstrated by speeches or other correspondence and communications from the CEO and other senior officers to employees and/or customers.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

A corporate code of ethics, credo, code of conduct, mission statement or philosophy which demonstrates the company's requirement for honesty, integrity, and compliance with the law in all business dealings.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Entries accepted until September 28, 2009. For the most current information, please visit [www.pittsburghsfsp.org](http://www.pittsburghsfsp.org).

Clear communication of the company's ethical standards, corporate culture and its expectations of employees in company publications, employee handbooks, training courses and other materials. An indication of how employees are measured for ethical business conduct, and how their compensation is tied to ethical conduct.

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A clear indication that employees throughout the organization understand and accept the company's ethical standards as indicated by survey results or internal audits.

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A means for employees, customers and other parties to bring ethical problems or conflicts to the attention of management and a mechanism for resolution that ensures fair and consistent treatment of the parties involved.

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A narrative description of business ethics in action as demonstrated by the company's response to a specific challenge affecting its operation or its industry, or by evidence of how ethical decision-making is part of the company's everyday operations, philosophy and culture.

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A consistently high quality of products and services, business and production practices, including demonstrated awareness of environmental impact, if appropriate.

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A corporate commitment to providing a work environment that is safe, free from harassment or inappropriate discriminatory behavior of any kind, and that fosters growth and opportunity.

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A community commitment that is demonstrated by involvement in local, regional and/or national issues, corporate philanthropy, support of civic and charitable endeavors through foundation grants, and/or contributions or gifts of time and materials.

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**Send Completed Application Form to:**

**David Berg Center for Ethics & Leadership, University of Pittsburgh, 335 Mervis Hall, Pittsburgh, PA 15260**

Phone: 412-648-2169 • Fax: 412-383-7463 • E-mail: [bergcenter@katz.pitt.edu](mailto:bergcenter@katz.pitt.edu)