

HONESTY

Colleagues, it is a pleasure speaking about Honesty. For the University or any organisations, honesty is **a broader concept than the simple expectation that everyone should tell the truth.** Honesty is a **cultural paradigm** that includes trust, integrity, ethics, and so much more. Honesty is also a spiritual act, where all religions teach us to live an honest way of life. Therefore, we need to be very particular in the way we perform our tasks, be it personal or professional. In this case, I wish to concentrate on honesty at the workplace.

Most organisations have some kind of policy or code of conduct that defines behaviours that are acceptable and unacceptable, just like UKZN where we have the REACHt principles. **Honest behaviour in the workplace means the extent to which individuals and groups abide by consistent and rational ethical standards,** according to Des Squire (source Internet link available).

According to Klemchuk, ‘Honesty in the workplace increases trust, builds reputation, promotes loyalty and ensures quick dispute resolution. Honesty is one of the most desirable virtues in employees. Allowing employees to freely communicate is a good way to promote honesty, states Klemchuk LLP.

Honesty helps dispute resolution to occur more quickly. In times of disagreements, frank discussions can be held and the truth discovered, making it possible to come up with a solution faster.

Importance of Honesty in the Workplace

Understanding the importance of conducting ourselves with honesty and is something most of us are taught at an early age. Honesty is important within any context: but in the workplace, it is the cornerstone of professional attitude and behaviour.

It’s no secret that a workplace which encourages a culture of honesty and integrity is a healthier one, for both the organisation and the individual. We therefore, need to instil and protect these with the following positive behaviours in the workplace.

a) Think Before You Speak

Taking time to fully think about your words and their impact makes the workplace that extra bit healthier. We all want to blurt out what we’re thinking from time to time, especially when we’re nervous or upset. But, in doing so, may saying things that are potentially offensive, incorrect, or downright harmful. Importantly be honest, and if you have a long-standing conflict with a Colleague/s try not to let this affect your judgement.

b) Acknowledge Your Mistakes

People make mistakes. We're only human, after all. A mistake is an opportunity to learn and grow. So, when you do make a mistake – and we all do – try to learn from it so that you can avoid repeating it *and* help others avoid the mistake you previously made rather than lying or being dishonest.

c) Think About Other People's Point of View

It's only natural that workplace disputes are going to happen from time-to-time. But it's how you deal with these disputes, both as an individual or organisation, that will demonstrate whether you're acting with honesty or not.

So, whenever you find yourself in the middle of a disagreement with a colleague or a user, take the time to view it from their perspective and ask yourself: why are they acting like that; and how can you reach a compromise?

d) Lead by Example

People often assume that it's only the senior employees within a company that need to lead by example of being honest. But that's not true. No matter what your role or level, you should strive to be a positive example regarding honesty to all your colleagues – an example that sets the standards for the Library and the University as a whole.

Final Thoughts

The value of honesty cannot be underestimated. Unfortunately, some in the organisation, even in the Library, there will be staff that may be dishonest in spite of all the REACHt principles that have been discussed over many years. When honesty is a core value in the University/Library, we need to hold everyone accountable to that value.

Honesty really is the best policy; therefore, it has to start with you. Hold yourself accountable to the same standard you hold your Colleagues to. Whatever task or responsibilities you are entrusted with - Just do it with honesty and transparency at the forefront.

Thank you, Colleagues,

[Importance of Honesty and Integrity in the Workplace - Tribe 365](#)

[What Is the Importance of Honesty in the Workplace? \(reference.com\)](#)

[The Importance of Honesty at Work - Thrive Global](#)

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