



## Ten Ways to Act with Integrity

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What is integrity? If you look through the hardcopy paper books and digital dictionaries, there are two explanations that come up. One refers to integrity as the quality of being honest and adhering to moral values. The second description refers to integrity as being about wholeness, cohesion and unity. Generally we understand integrity to be a personal choice to hold oneself to one's beliefs, values, and principles, and to be consistent in doing so. However, when we talk about integrity we typically refer to something moral and good. Hitler and Ted Bundy were consistent, and for all we know, they did hold themselves to their values and beliefs and principles, yet we don't usually think of them as people of integrity.

Rather than going on about what integrity means in the philosophical sense, let's get practical. Below are ten acts of integrity. I am sure you can think of more.

1. Apologising to someone for yelling at them or doing something wrong - especially if the target is vulnerable like a child or subordinate. Being able to say sorry is a huge sign of integrity.
2. Highlighting another's accomplishments and their contribution to your own accomplishment. Integrity means I don't take ownership for the work of others. I acknowledge those who have played a part in my success.
3. Not gossiping, name-calling or engaging in vicious behaviours towards others, either behind their back or to their face. People with integrity are usually focused on more important things than needing to engage in slander.
4. Owning up when someone has undercharged you for a service or product. Integrity is very much linked with honesty. Yes it might seem smart to try and get away with cheating someone, but it is not a sign of integrity.
5. Being on time and apologising if you are late - even if you are a person in power. Time is valuable. Wasting other people's time, even if they are your staff or people who answer to you in some way, is rude and disrespectful.
6. Paying your bills on time. Mostly, if you are paying for a service, you have received the service. To not pay is to deprive someone of needed income for their services rendered. Would you walk out of a supermarket without paying for your groceries?
7. Owning up to omissions or mistakes rather than blaming them on others. If you make a mistake or forget to do something say so. That is honesty. Making mistakes and forgetting

things does not make you a bad person. It makes you a normal person. An honest person owns up.

8. Speaking out and standing up when you see someone bullied or someone involved in stealing. You cannot be a person of integrity and ignore what is happening around you. To not speak up when there is wrong-doing is to tacitly condone the wrong-doing. Having integrity takes courage.
9. Speaking the truth about what your product/service can and cannot do. Everyone wants to make the sale. Misleading customers and clients is not acting with integrity. And sooner or later they will find out.
10. Keeping promises. Doing what you said you would do when you said you would do it.



So how did you do? Do you act with integrity? Do you think others would say you are a person with integrity?

People who demonstrate integrity draw others to them because they are deemed trustworthy and dependable. They are principled and you can count on them to behave in an honourable way even when no one is watching.

Have a fantastic February