

## **The reality of business ethics in the Phosphate Mines Company - Tebessa - based on its internal regulations**

Hassane Menaceur \*

University of Shahid Hamma Lakhdar El Oued (Algeria),  
menaceur-hassne@univ-eloued.dz

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### **Abstract:**

This research paper aimed to shed light on the reality of business ethics in the Phosphate Mines Company - Tebessa - based on its internal system, as the internal system of the Phosphate Mines Company - Tebessa - includes a set of rules and provisions that ensure the proper functioning of the work and kings, and these are all procedures that will Preserves the rights of employees on the one hand and ensures their ethical commitment On the other hand, it regulates the moral field based on its provisions and the penalties incurred for violating that system.

### **Keywords :**

Business Ethics, Rules of Procedure

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\* **Corresponding author**

## **1. INTRODUCTION**

The business world is currently facing many challenges and fundamental changes that are affecting humanity in various fields. The human resource is considered the basis and goal of every change, whether in the social environment or at the level of business organizations, in serving specific goals or organizing relationships, which will only be achieved through the availability of values. And ethical dimensions and respect for them, which leads to achieving the common good. Therefore, the subject of business ethics is considered one of the most important topics that modern management focuses on as one of the basic entrances to developing the organization and improving its various activities, as well as strengthening the relationship of interaction between it and its customers to benefit from the available opportunities and face the challenges, as well as achieving the desired goals. Side. On the other hand, the Tebessa Phosphate Mines Company is considered a national company that aims to increase its market share and acquire a distinctive position by providing the best services to advance the mining sector as it is one of the most important sectors that make up the pillars of the Algerian economy. The Tebessa Phosphate Mines Company has its own internal system, like any other company. This system is a set of rules and provisions that all employees in the company adhere to. The internal system contains provisions that guarantee the conduct of work and behavior in a manner consistent with work ethics. Among the ethical aspects extracted from the internal system, this research paper sought to answer the following main problem:

- What is the reality of business ethics in the Phosphate Mines Company - Tebessa - according to its internal regulations?

To answer the question, the following topics were addressed:

- What is meant by business ethics and what are its goals?
- What is the company's business ethics based on its internal regulations?

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- What are the company's disciplinary provisions and ethical code?  
the importance of studying

The study is of great importance by addressing one of the most important and fundamental topics, which is business ethics. The importance of the study is demonstrated through the following:

- Contributing to building and forming scientific knowledge related to the subject of business ethics
- Identify the levels of business ethics prevailing in the Tebessa Phosphate Mines Company.

Objectives of the study

The primary objective is to identify the reality of business ethics in the Tebessa Phosphate Mines Company in accordance with its internal regulations. Accordingly, the objectives of the study are stated as follows:

- Study the subject of business ethics and become familiar with the concepts associated with it
- Identifying the aspects related to the matter in the Tebessa Phosphate Mines Company and highlighting the level of business ethics prevailing in it according to its internal regulations

## **2. The concept of business ethics**

There is no specific and precise definition of business ethics, and many specialists and scholars of this subject have tried to provide definitions that help understand this term and its basic meaning.

Ethics represents the sum of values and standards adopted by members of society in distinguishing between what is good or what is bad and between what is socially acceptable or unacceptable. There is no doubt that ethics in every society are the result of a long historical development. Therefore, they are necessary in forming society and maintaining its integrity. Stability, and the sources of ethics in each society can be determined according to religious beliefs, the history and experience of the society, the traditions of the national culture, the tribe, the clan, the family, reference groups, opinion leaders,

exemplary roles, educational practical experience, and ethics. In fact, ethics can represent, for some, requirements in distinguishing between what is good and what is bad. (Baker, 2010, p. 35)

Robbin and Decenzo also define it as: “The set of rules and principles that determine what is right and wrong behavior. Therefore, business ethics is a set of standards and principles that dominate administrative behavior and are related to what is right or wrong.” (Najm, 2011, pp. 17-18)

**2.1 Ivanceich and his colleagues (Ivanceich et al) believe that they:** “represent guidelines for managers in making decisions, and their importance increases in proportion to the effects and results of the decision. The more influential the manager’s activity is on others, the greater the importance of that manager’s ethics (Najm, 2011, p. 21).”

Accordingly, ethics refers to a set of standards and principles that dominate administrative behavior and relate to what is right or wrong.

Al-Maadidi gave a comprehensive dimension to business ethics, as he sees it as: “the comprehensive framework that governs behavior and actions towards something, and clarifies what is acceptable and correct and what is rejected or wrong in a relative manner in light of the prevailing standards in society by virtue of custom and law, in which the organization’s culture, values, and organization’s systems play.” Stakeholders play a key role in determining it.” (Ahmed, 2005, p. 06)

From the above, it is clear that ethics expresses a set of rules and foundations derived from religion and the social environment that are required in the behavior of employees in administrative work with the aim of achieving the public interest.

## **2.2 Objectives and sources of business ethics:**

Business ethics as a science is concerned with the moral duties of a particular profession and its disciplinary penalties with varying behavioral and ethical rules for a profession, whether among practitioners themselves or towards others. In general, business ethics

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aims to the following: (Al-Amiri, and Mansour, 2010, p. 136)

- Controlling customs, agreements, and the set of values, customs, and traditions agreed upon in an environment;
- Ethics helps provide self-criticism to improve productivity, improve technical competencies, stimulate professional skills, and create bridges of confidence in the goals pursued;
- Regulating the professional and personal behavior that state employees should have, ensuring their discipline in a manner consistent with the exercise of public service, and ensuring that they are aware of their professional duties within an ethical framework;
- Implementing a system of positive and negative sanctions to avoid some aspects of administrative corruption;
- Ensuring a rational plan for managing human resources that takes into account their career path;
- Achieving a balance between ethical provisions and the freedoms and rights of employees by controlling and codifying them;
- The need to give priority to the public interest over the employee's private interest in a manner consistent with the applicable legislative and regulatory systems;
- Bringing the work of public administration closer to citizens by listening to their interests and concerns;
- Establishing mutual trust between the administration and the citizen;
- Removing the authoritarian nature that may characterize the

**2.3administration by respecting the duties imposed on it;**

It is clear from the above that business goals and ethics are among the characteristics of the organization that help it control behaviors within the organization.

In the context of the importance and objectives of business ethics in business organizations, one study indicates that organizations that follow an ethical and social dictionary in their practices have achieved results that are superior to organizations that do not have such a dictionary. Thus, commitment to ethical dimensions in business

practice contributes directly and indirectly to achieving success. And sustainability.

Business ethics is considered a prominent and essential element for an organization that seeks to leave a mark on the environment in which it operates. Therefore, it must take into account the sources from which it derives its business ethics in order to achieve optimal benefit from them. It is worth noting that identifying the sources of ethical behavior among individuals in the organization is useful in predicting the phenomena related to this aspect and then controlling or adapting to them in a way that is in the interest of the organization, business ethics is based on two basic pillars as follows: (Yaghi, 2012, p. 106)

- The system of social and moral values, customs and traditions prevailing in society.
- The system of intrinsic values associated with the personality and beliefs in which the organization believes, as well as its previous experience, and the following figure illustrates this:

### **3.Establishing business ethics in organizations and its obstacles:**

Following ethics is what every person should be careful about, but the organization's management will not depend on the extent of employees' commitment to work ethics based on their personal convictions. Rather, it needs to oblige them to do so as part of the work requirements. Failure to adhere to business ethics affects the organization's performance and therefore it must be careful. .

#### **3.1Ways to establish and consolidate business ethics in organizations:**

It is necessary to define what is ethical and what is unethical in the organization's custom and culture so that everyone adheres to it. Because in the absence of that, every worker who joins the organization will have his own independent personality and his own ideas inspired by his social, cultural, religious, and even economic

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environment. Therefore, it is necessary to deal firmly with any violation of these ethics, especially the lack of honesty in news reports, administrative statements and information, as well as spreading a spirit of hostility and abuse among employees. It is not possible to leave every worker to behave according to what he is accustomed to, and it is not possible to deal with those who do not respect business ethics with lenience, as this makes everyone follow the same path.

If establishing work ethics in the organization is an important matter, then consolidating it is no less important, as there is no doubt that there is some defect in the application of these ethics, whether in the public or private sector, and there is no evidence of that in the global, national and local statistics in various organizations. (Bowie, 2016, pp. 141-145)

In order to establish business ethics in the organization, it is necessary to follow a number of elements that control ethical behavior within the organization as follows: (Al-Sakarna, 2014, p. 34)

- Adopting a vision and strategy based on ethics, as some organizations, after the resounding corporate scandals, launched calls for adopting the integrity of the organization as an ethical standard for the behavior of organizations, forming an ethics committee and creating the position of ethics official in the organization, which makes ethics part of the organization's basic structures, plans and activities, and this committee takes It is responsible for planning long-term goals in its field of work and adopting ethical training programs.

- Ethical leadership represents the new concept that has been increasingly talked about under the influence of ethical scandals in organizations and the deterioration of the relationship between management and workers. This is what prompted leadership to rehabilitate all values of integrity, justice, respect, dignity and humanity, diversify approaches to business ethics, develop self-monitoring, and establish precise systems that prevent individual

efforts, errors, and hold officials and employees accountable.

If business organizations want to promote and strengthen ethical behavior and ethical practice, they must support the ethical behavioral pillars, and these pillars, represented by individuals, leadership, the organization's environment, and its various systems, must be built and strengthened.

Ethical Code:

It is defined as a document issued by the organization, or any other organization, that includes a set of values and principles related to desirable and undesirable behaviors in the organization. (Najm, *Management Ethics in a Changing World*, 2005)

It is also defined as formal written statements of standards, values and ethics that guide the way work is performed in an organization. (Ricky, 2009, p. 108)

Okpara believes that the code of ethics has an impact on the behavior of individuals, as it helps to avoid wrong behavior. The code includes legal aspects and standards that prevent immoral behavior, enhances the organizational values and culture that must prevail in the organization, and confirms the spirit of commitment among individuals. (John, 2003, p. 18)

The code of ethics is limited to two main types, and the distinction between them is made according to the strengths and weaknesses of each type. In general, the process of developing and implementing the code of business ethics follows a set of decisions that can be summarized as follows: (Sullivan, 2014, p. 30)

Objective: What objectives does the blog use? To what extent will it be used? To answer such a question, the organization usually conducts a risk assessment as a means of determining how to move from the current state of the organization to the desired ethical state.

Formula: Will the code be prescriptive, aspirational, or a mixture of both? Drafting: Once the purpose and format have been determined, the next critical step is to determine the process by which



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the code will be drafted. There are some points that must be taken into consideration when drafting a code of ethics: clarity, neutrality (objectivity), innovation, consideration of the prevailing culture, obligation, elegant appearance, laws, support, slogan, rights, penalties, issuance, and reminders. Content: Expression in writing of the moral values, standards, prohibitions, sanctions and all other dimensions that constitute an ethical culture.

Tone: that is, the style in which the charter is written and the way it is communicated, which plays an important role in the extent of its impact. The tone ranges from cautionary to mandatory.

Application: Ensuring that the Code is transformed from a document into applied practices.

Codes of ethics have become the rule rather than the exception in most organizations, and this is due to the importance of this tool, which is:

- Growing interest in ethical aspects and problems parallel in interest between those aspects and material aspects, creating harmony within the organization, also contributing to the development of the management profession, and contributing to protecting its reputation and status.

From the above, it can be said that through ethical codes, the vision, mission and objectives of the organization are conveyed to the organizational levels. Ethical codes are necessary for all organizations, whether these organizations are small or large, production or service, because they establish an impression in the minds of workers about the importance of what they do. These actions, on the one hand, and on the other hand, represent a source of preserving their rights.

**4. Business ethics at the Phosphate Mines Company - Tebessa - based on its internal regulations:**

The Tebessa Phosphate Mines Company has its own internal system, just like any other company. This system is a set of rules and provisions that all employees in the company adhere to.

The bylaws contain provisions that ensure the conduct of work and behavior in a manner consistent with work ethics. Among the ethical aspects extracted from the bylaws are the following:

1.2. Discipline and objectivity in work:

To ensure that the activity proceeds in a firm and controlled manner, the company includes provisions and laws that regulate this. This provides and maintains behavioral discipline for employees and the method of working in an equal and fair manner. It prevents any objections or sensitivities among the employees of the company, as it guarantees them the spread of the moral spirit, the result of which are ethical actions and behaviors.

The company is working hard to establish fair and objective regulations and laws, but if these regulations are violated, the owner is exposed to disciplinary rulings that may sometimes lead to total dismissal, and this is evident through the following:

- Technical organization of work:

The technical organization of work includes all provisions and laws related to working hours. This organization, objectivity, and discipline ensure attendance and respect for working hours, whether official, overtime, or rotational, regardless of the status of this employee. The working hours in the Tebessa Phosphate Mines Company are estimated at (40 hours) per week and (173.33) per month. This is in accordance with Article (05) of the company's internal law. In addition, the bylaws contain articles that govern the process of overtime and compensation (see Article 12-14) of Chapter Two, pp. (5-6).<sup>3</sup>

Article (15) of Chapter Two (Rotational Work) stipulates that the employee may, after consulting the Participation Committee organs, organize work on the basis of successive teams or rotating work. Rotational work entitles you to compensation. The company's internal law grants the employee who works on legal rest days to enjoy a similar compensatory rest and also benefits from the right to increase

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additional hours in accordance with the provisions of the applicable labor law, and this is in accordance with Article (14) p. (6).

During the weekend, the employee must be subject to regulation based on regular circulation among workers in places where work is continuous and uninterrupted. This trading on the weekend is distributed in a fair manner among all employees of the concerned department. All of these materials are merely an actual translation of the dimensions of the company's business ethics (discipline, objectivity) among employees.

Chapter Four of the company's internal law clarifies the section on vacations and absences, as Article (19) p. (7) of this chapter stipulates that every employee must obtain an annual paid vacation and he cannot waive part or all of his vacation. For more information, see Chapter Four. From the Internal Law (Appendix No. 01) pp. (7-8).<sup>2</sup>

During the occurrence of some of the following family events:

- In the aforementioned cases, the employee benefits from only three paid vacation days.

- The employee who wishes to go to the Holy Places has the right to a special paid vacation lasting 35 days, with proof provided to the concerned department.

- Employee marriage.

- Increase of one of the employees' children.

- Death of a parent...etc

- Sick holidays and absences:

The employee has the right to sick leave and must declare it to the authority within (48) hours from the date of the holiday. For more information, see Appendix No. (03).

Every arrival to the workplace after the specified time, as well as departure, is considered an unjustified absence and the necessary disciplinary measures will be deducted from the salary.

**Integrity and transparency in the treatment of employees:**

The Tebessa Phosphate Mines Company seeks to take care of its employees in all aspects. After setting labor and disciplinary laws for them in a fair and objective manner, it provides them with a set of benefits in the form of equal and fair rights among all employees, and Chapter Two (Security, Prevention, and Occupational Medicine) of the system. The company's internal policy explains this. In the first chapter, the company is keen to provide security and protection for its employees, according to Article (41) of the internal law. After entering offices or workshops and any workplace by foreign persons, it is strictly prohibited except with a license from the user, and all means must be provided. Prevention and protection in internal and external workplaces, as well as in places designated for documents, equipment, and all means of work and production. Security clothing and equipment are obligatory and compulsory, and this is stated in Articles (43-44). For more information, see Appendix No. (01)<sup>2</sup>.

Within the framework of occupational medicine and health care, employees are subjected to a continuous medical examination every year. The company can establish occupational medicine services in more than one unit in accordance with controls specified by the organization. Every employee is obligatorily subjected to medical examinations specific to employment, as well as periodic and special examinations, as well as those related to resuming work. Truck drivers and employees who perform direct tasks and are more exposed to serious occupational diseases benefit from a second periodic examination if necessary, as stipulated in Articles No. (45), in order to ensure the implementation of the applicable legal and regulatory provisions and the provisions stipulated by the company within the framework of security and prevention. Health An equal-member committee for health prevention and security is established. This committee has a set of powers as stipulated in Article (48) of the

**4.4 Internal Law, p. (15). The committee's tasks are as follows:**

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Contributing to developing a general policy plan for health prevention.

Collecting and developing statistics of work accidents and occupational diseases.<sup>3</sup>

Based on the above, it is clear that the Phosphate Mines Company controls aspects related to objectivity, discipline, integrity and transparency through its internal system, while ensuring its implementation.

. Disciplinary provisions

There are a set of procedures that the company takes in the event that employees violate the company's internal law and the provisions included in the ethical code:

**.5. Disciplinary provisions:**

The Tebessa Phosphate Mines Company sets all disciplinary laws and makes sure to provide everything the employee needs and take care of him in light of what is known as ethics. By providing them with all these rights, the company expects from them in return commitment and loyalty to the company and not violating its system, as the company considers any behavior that violates In the public order in the workplace, a professional error results in disciplinary measures and penalties being taken due to the seriousness and seriousness of the error.

Article (53) of Chapter Three classifies professional errors into 3 levels, where the first level relates to: actions in which the employee has violated the general rules of the company, for example, failure to respect working hours, absences, all actions related to discipline and behavior at work.

As for the second degree: actions that affect the safety of customers, employees, company property, irresponsible behavior within the company, arbitrariness and negligence.

As for the third degree: it is divided into disciplinary professional errors whose penalties take a disciplinary nature and

relate to actions that violate the company's orders: participating in an illegal strike, not complying with the company's orders and decrees, or disclosing company information and secrets. In this case, the employee is subject to referral or temporary arrest. Hand of the disciplinary committee.

As for errors of a criminal nature, they are the actions that lead the employee to temporary arrest until the criminal case is considered, and they concern the following actions: - beating, cursing, wounding, breaking, destroying, stealing or transferring company documents, written or verbal threats, and embezzlement and squandering of company funds.

### **6..Penalties:**

Various professional errors result in the application of disciplinary penalties because the company never tolerates an employee who violates its system and applies the appropriate penalty to him. The penalties are divided into 3 different degrees. After the penalties are listed, they will be announced, knowing that disciplinary penalties without a criminal error lapse by the statute of limitations after (90) days have passed starting from the day the error was committed, and this is what is stipulated in Article (61) of the system.

Within the company, a temporary disciplinary and appeals committee will be established. Temporary disciplinary committees will be formed that meet at the headquarters level of each work unit, and a temporary appeals committee will be formed for each unit that will consider second-degree offenses. A temporary appeals committee meets at the level of the company's general directorate to consider third-degree penalties.

### **7.Its specializations are as follows:**

According to Article (68):

The Interim Disciplinary Committee obligatorily expresses its opinion in all cases presented to it, after doing the following:

- Submission of the disciplinary file by the administration

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attached to the report.

- Listening to the employee who committed the mistake and who has the right to request assistance from a worker of his choice.
- Adapt this error according to the system.
- Propose an appropriate punishment.
- Issuing the committee's opinion by a majority vote.
- The minutes of the disciplinary committee session shall be delivered to the concerned directorate within a period not exceeding 3 days from the date of the opening of the session.

After reviewing the committee's opinion

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