

2.009 Pink Team Code of Ethics

1.0 Show Ultimate Respect for Team Members

1.1 Cultivate a Positive Work Environment

Team members will treat one another with the utmost dignity. They will show respect for the ideas and opinions of their fellow team members by allowing for team members to express ideas, concerns, and opinions. Respectful actions include: not interrupting, addressing team members directly if there are problems, encouraging team members to take mental breaks when needed, and valuing others' time as highly as your own. At all times, team members will respectfully explain while their opinions without insulting fellow team members. All members will have equally valued opinions when shared with the team. The Golden Rule will be applied to team members.

1.2 Safe Workspace

Team members will work to create a safe workplace by maintaining (returning tools, keeping materials organized, cleaning up messes made, etc.) the cleanliness of the shop area. Team members may not use equipment in the lab when under the influence of alcohol, drugs, or after having received insufficient sleep. Team members should not work with shop machinery alone. Team members should encourage and enable other team members to work safely.

1.3 Transparency

Team members will keep fellow team members informed of their progress, whether on track or falling behind. Team members should update each other on their progress by emailing whenever progress is made. If a team member is unable to complete his/her given tasks, they will ask for help on these projects, as soon as possible. Always ask for help. Inability to complete a given task consists (but is not limited) by the following: to the lack of time; lack of skills; and/or lack of necessary materials.

1.4 Stay Active and Reliable

Team members will remain active and allocate sufficient time to work on the project/class. All team members will strive to ensure that the team meets and is adequately prepared for all project deadlines.

1.5 Integrity Regarding Future of Project

If the team decides to pursue a patent on the product created, they will do so with the input of the entire team. The ownership of the patent will be decided with the full knowledge and input of all team members. Similarly, if the team pursues a business from 2.009, all team members will be consulted in the decision.

1.6 Individual Humility

We will take pride in and strive for the best from our team, but understand that each individual's contribution is minor compared to the whole. Our

*success comes from working together. Work together whenever possible.
Have pride in others' work.*

2.0 Maintain Financial Integrity

2.1 Transparency

The team (team members) will accurately report their use of team funds. This will be reported to one another, in addition to faculty. An updated spreadsheet will be kept regarding the monetary spending of the team, to be kept on the team Wiki.

2.2 Respect for the Mechanical Engineering Department

Students will recognize that the funds for this class are provided by the Mechanical Engineering Department (as a result of tuition and donations made). They will respect the funding and use the finances only for materials needed for creation of their project. They will not be wasteful in their purchasing of goods, and will return unnecessary materials. If there is a question or ambiguity about how funds should be spent, team members should contact the appropriate course staff.

2.3 Follow Standards Set By 2.009

Please refer to the 2.009 Code of Ethics:

<http://web.mit.edu/2.009/www/teammanual/ethics.html#purchases>

3.0 Respect Professors, Mentors, and Technicians

3.1 Respect of Advice and Knowledge

Team members will show respect for the advice and knowledge given by their professors, mentors, and technicians. They will ask for advice from the aforementioned individuals with regards to the team's project concept, technical questions, and use of machinery. The advice will be noted and taken into account amongst all team members.

3.2 Respect of Time

The team members will show respect for the time availability of the professors, mentors, and technicians, this includes but is not limited to the change of email subjects, recognition of mandatory shop break times, and the expression of gratitude for additional time that these individuals allocate for our specific project. Team members should also be reliable and on time to all meetings (during lab time and outside of lab time) involving mentors, instructors, and shop technicians.

3.3 Transparency –Truthfulness, disclosure, and candor

All team members will be open about issues encountered during the construction and design of our project. They will ask for help from the professors, mentors, and technicians when they are uncertain how to proceed or use a given technology or tool.

4.0 Respect the Community

4.1 Obey all Laws and Regulations

All team members will seek to adhere to local, state, and federal laws to the best of their ability during the design and completion of our product. Issues related to the intellectual domain will be addressed with openness and candor.

4.2 Protection of the Environment

Team members will seek to implement energy efficient technology in their product design. They will also use energy conservation techniques when in the lab or other open spaces. Team members will seek to understand the environmental implication of their product as they continue in the design process.

5.0 Maintain High Standards of Team Professionalism

5.1 Uphold ASME Engineering Code of Ethics

*Students will seek to uphold the standards set forth in the ASME Code of Ethics. For more information visiting the following webpage:
<http://www.asme.org/groups/educational-resources/engineers-solve-problems/code-of-ethics-of-engineers>*

5.2 Pursue best solution for product/collaborate with outside sources

Team members will seek to pursue the best solution for the product, not merely an easy solution. They will think innovatively and contact outside sources for help as needed.

5.3 Confidential Information

All team members will keep confidential material that is revealed to us by outside sources, such as those in industry. They will respect the intellectual property of fellow team members, professors, and members of industry. Team members will also respect the privacy and rights of users, testers, and interviewees in regards to film, photographs, personal information, and any other items specified by law or the persons involved.

5.4 Interactions With Customers and Users

All team members will seek to provide customers and users with a positive, productive interaction. They will act with respect and integrity, as defined by ethics for interacting with other team members and instructors.