



2.009 Purple Team Code of Ethics

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Fundamental Principles:

1. Team members ensure the safety and well-being of every member of group
2. Team members strive for the success of the group
3. Team members give 100% to each assigned task
4. We strive to further the mission statement of ASME: *“To serve diverse global communities by advancing, disseminating and applying engineering knowledge for improving the quality of life; and communicating the excitement of engineering.”*

Group Conduct: All team members conduct themselves in a professional manner in dealing with the group and each other.

- Team members are punctual to meetings, or give at least a 24hr notice (barring emergencies) and an acceptable reason for absence or lateness; this includes such prior commitments as interviews, class, sports, and other events of this significance
- Team members are prepared before every meeting
- Team members respect all decisions made by the group
- Group decisions are made with careful consideration of every team member’s opinion
- Team members respect the opinions of all members of the group and treat each other respectfully
- Team members voice concerns about the project, the group, or the class to each other, the system integrators, or lab instructors, and encourage an environment of open communication by listening and accepting constructive criticism
- Team members will not consciously exhibit behaviors that compromise the morale of the team

Budget: All spending of team finances falls within the purchasing guidelines set forth by the course administrator. Appropriate expenditures include:

- Special tools needed to work on the project
- Materials, software, and consumables used for presentations, conducting tests, building sketch models, mockups or alpha prototypes
- Hiring machinists or other resources for fabrication
- Mileage reimbursement
- Competitive products or company information for research purposes

All team members inform the financial officers before making purchases. In addition, all team members are fully honest with their purchases and report expenditures to the team financial officers. All returns must be made in unused condition.

Work Conduct:

- Team members communicate with the group when new and relevant information arises, or on the completion of a task. They will update the online update notebook on their work
- Team members document all research on the 2.009 project management website



- Team members carry out tasks and responsibilities assigned by the group appropriately and in keeping with deadlines
- Team members ask for help from group if their assigned task cannot be done in keeping with deadlines
- Team members keep the tool and work area clean and organized, and report missing tools immediately
- Team members are honest about any problems encountered and about how data was obtained
- Team members are respectful and courteous in all interactions, particularly in any interaction involving a person or persons not on the team. This may include potential customers and consumers, users, lab staff, and other interviewees

Safety: Team members act in a safe manner whenever working in the lab. All concerns and violations should be reported to the safety officer immediately. Safety precautions include:

- Wearing safety glasses.
- Wearing closed-toed shoes
- Asking for help when unsure on how to operate a machine.
- Building on past experiences and general logic when performing a task

Team members remember to uphold the safety of the users of our product, and reflect that in their designs for it.

Decision Making: Each team member's relevant opinions are heard and respected. All decisions are made through discussion, and team members strive to ensure that group consensus is reached. If general consensus cannot be reached, team members each give their opinions on the matter before holding a simple majority vote.

Adhering to the Code of Ethics: Each team member upholds the Purple Team Code of Ethics, and encourages others to do so. Concerns with other member's ethical behavior should be voiced to one of the system integrators before bringing the matter to the team.

