

ChildFund India

Safeguarding Policy & Procedure Statement of Commitment

ChildFund India is a child development organisation that adheres to a strong safeguarding policy. We care deeply for children, their families, and communities, and take purposeful action to help them live to their fullest potential at every stage of life. We exist for children and their voices and experiences guide everything we do. Each year, we reach millions of children and family members contending with poverty through programs that support them to create the conditions children need to thrive.

We have an overarching safeguarding policy and procedure for the protection of all program participants (children, young people, and vulnerable adults) from all harm. It lays out ChildFund India's commitment to implement viable measures and actions spanning all organizational activities online and offline to prevent, detect, report, and respond appropriately to all safeguarding concerns including but not limited to physical abuse, sexual abuse, emotional abuse, trafficking, exploitation, kidnapping, suicide attempts, ongoing childhood trauma and violence, that may result from the actions or inactions of ChildFund India staff, partners, representatives, programs, and operations - contextualized to each country where we work.

ChildFund India believes that everyone we come into contact with, regardless of age, gender, disability, identity, or ethnic origin has the right to be protected from all forms of harm, abuse, neglect, and exploitation.

We have zero tolerance for sexual exploitation, sexual abuse, neglect, and all forms of abuse/harm to all program participants including but not limited to sexual abuse, trafficking, exploitation, kidnapping, suicide attempts, ongoing childhood trauma and violence.

We have a duty of care, to do no harm, build a safe, and trusted environment that promotes the rights, welfare, and best interests of those we work with directly or indirectly; and those under the care of the organizations we partner with.

We are committed to the safe recruitment and selection practices of staff and representatives to address and manage safeguarding risks in accordance with applicable laws and regulations. In all recruitment and selection processes, ChildFund India systematically vets and screens all personnel (employees and representatives) in accordance with local laws to check for unsuitable individuals who are not onboarded as employees or representatives.

We provide ongoing awareness raising and mandatory training of staff, partners, representatives, and program participants to understand their safeguarding responsibilities and the standards of behaviour expected of them and from them; and how to recognize signs and symptoms of abuse/harm, to prevent, report and appropriately respond to all safeguarding concerns.

We offer protection for the survivors, as well as whistle-blowers and/or witnesses, and are committed to taking appropriate measures against any form of retaliation.

We support all our implementing partners to develop and implement comprehensive safeguarding policies and procedures consistent with or more stringent than ChildFund India's safeguarding requirements. Agreements with local partner organizations and other business partners include safeguarding clauses and they are monitored for compliance.

***If you suspect, know or listen any safeguarding incident you can report to your line manager or safeguarding focal person at your country. Line manager and safeguarding focal person's responsibility is to report the incident through the proper channel.**

ChildFund India is committed to taking corrective action in response to breach of safeguarding violations, including disciplinary action, legal or other actions against perpetrators or any other ChildFund India's representative aware of a violation.

Safe use of program participant's personal data and images: Children, young people, and vulnerable adults can be harmed when their personal information and images are taken and used without their explicit informed consent. ChildFund India is committed to safeguarding the dignity, respect and right to confidentiality of all program participants and the consequences of shame and stigma that may result. We obtain Informed consent or permission from all program participants who primarily feature in ChildFund India documented images, videos, and stories before they are published either online or in the print media. Program participants need to be fully informed of the reasons: why their personal information is being asked for or their images are being taken, where it will be used, who will have access to it, and where it's being published.

We share our commitment to safeguarding with supporters (sponsors and other donors) so that they can align their own behaviors with this commitment, including understanding how communications between sponsors and children are managed.

Safe visits to ChildFund India's programs/operations: Visits to programs may be undertaken by any supporter — sponsors, donors, corporations, media, celebrities, politicians, etc. All visits are coordinated by ChildFund India, and a comprehensive donor visit procedure is in place to prevent the risk of harm during sponsor or donor visits.

Safeguarding risk mitigation: Safeguarding risk assessments and mitigation are an integral part of every ChildFund India program/project and operation. If there are any risks identified, we put in place mitigation measures to prevent or reduce the risk of harm to program participants. We conduct thorough child participation risk assessments prior to encouraging child/youth participation in programs/projects, advocacy activities/events; and develop and implement mitigation plans to prevent the risk of harm or abuse identified.

Mandatory reporting: All safeguarding concerns are reported to the safeguarding focal points

through established reporting mechanisms as below:

To Make a Report: How to Report:

- Via email: complaints@ChildFund.org
- Report it on the web portal: <http://speakup.ChildFund.org>
- Phone: 000-117, press keys- 877-6416373, after listening to the instruction

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ChildFund India Safeguarding Behavioural Protocol

When working with or interacting with children, young people, and vulnerable adults, we occupy a position of power and have a responsibility to adhere to the highest standards of behavior consistently. As a Staff, Board Member, Local Partner, Visitor, or (other) representative of ChildFund India:

ChildFund India Staff and Representatives' Responsibilities Toward Program Participants

I understand that ChildFund India's Staff and Representatives MUST NOT

- Exchange of assistance that is due to program participants.
- Engage in any inappropriate sexual relationships or contacts with program participants, since they are based on inherently unequal power dynamics.
- Make inappropriate promises to program participants, especially children, concerning confidentiality, which has implications for their safety or the safety of others.
- Have a sexual or romantic relationship with a program participant or indulge in any form of sexual contact with a program participant. This is not acceptable under any circumstances.
- Engage in behavior that constitutes any form of abuse, exploitation, neglect, discrimination, harassment, or violence.
- Emotionally abuse another person, such as engaging in behavior intended to shame, humiliate, belittle, or degrade.

Protection from Sexual Exploitation & Abuse

As a ChildFund India Staff and Representative, I MUST NEVER:

- Exchange money, employment, goods, or services for sexual activity. This includes any exchange of assistance that is due to program participants.
- Engage in any inappropriate sexual relationships or contacts with program participants, since they are based on inherently unequal power dynamics.
- Make inappropriate promises to program participants, especially children, concerning confidentiality, which has implications for their safety or the safety of others.
- Have a sexual or romantic relationship with a program participant or indulge in any form of sexual contact with a program participant. This is not acceptable under any circumstances.
- Engage in behavior that constitutes any form of abuse, exploitation, neglect, discrimination, harassment, or violence.
- Emotionally abuse another person, such as engaging in behavior intended to shame, humiliate, belittle, or degrade.
- Use any form of technology or social media to abuse, exploit, harass, distribute indecent images or harmful materials about program participants.
- Condone or participate in behavior towards children which is illegal, unsafe, harmful, or abusive in any way or condone or participate in any child-related activity which is illegal, exploitative, unsafe, or abusive.

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- Use physical punishment or discipline towards children (e.g., hitting, corporal punishment)
- Communicate with a child via digital platforms (e.g., Facebook, Twitter, Instagram), mobile technology (WhatsApp, Skype, texting), or online without consent and knowledge of his/her parents or caregiver.
- Abuse your position of power to withhold professional assistance or give preferential treatment to a program participant or behave in any way that discriminates.
- Allow incidents or allegations of abuse or misconduct to go unreported.

ChildFund India Staff and Representatives are Obligated To:

- Contribute to creating and maintaining an environment that prevents safeguarding violations and promotes the implementation of the Safeguarding Policy and procedures.
- Report any safeguarding concern or suspicion regarding safeguarding violations by a ChildFund India staff or representative, or any observed breach of the safeguarding policy and procedures, including this behavior protocol, to the Safeguarding Focal Point or through established reporting mechanisms with 24 hours of notice.

I agree to:

- Adhere to the guidance provided in ChildFund India's safeguarding policy and procedures.
- Follow the 'two-adult' rule while conducting activities that involve children, ensuring that two or more adults supervise all activities and are always visible and present.
- Always be respectful, open, and honest in my interactions with program participants, and take their contributions and concerns seriously.
- Be exemplary, modeling good behavior that I would wish for program participants to follow.
- Respect boundaries and ensure that my contact with program participants is strictly in keeping with my professional role and responsibilities.
- Take special caution when discussing sensitive matters concerning program participants and seek advice from a ChildFund India-designated safeguarding Focal Point when in doubt or need of guidance in each context or situation.
- Keep children participating in all our activities safe through appropriate oversight/supervision and by using methods, equipment, and techniques that prioritize their safety and welfare.
- Behave appropriately online in accordance with ChildFund India's guidelines on safe and ethical communication and the use of social media and digital technology.
- Promptly report any safeguarding concerns, suspicions, or allegations to ChildFund India through the established reporting mechanisms and the Safeguarding Focal Point.

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Breach of the Safeguarding policy and behavior protocol:

ChildFund India has zero tolerance for sexual exploitation and abuse, neglect, and all forms of harm, violence, or misconduct to program participants. *Individuals who breach ChildFund India's Safeguarding Policy and behavioral protocol may be subjected to ChildFund India's disciplinary procedures, leading up to termination. A serious breach may result in summary dismissal and/or referrals for criminal incidents being made to the police and/or relevant authorities.*

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Signature Date

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Name Position

Note: The Local Partner is responsible for cascading the behavioral protocol to all its staff, volunteers, and other representatives, including downstream partners

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