

# European Capital of Democracy

## Safeguarding Code of Conduct (Annex to Safeguarding Policy)

This document is an Annex to ECoD NPO's Safeguarding Policy. It is based on the Social Impact Award's Code of Conduct<sup>1</sup> and details the general Code of Conduct included in ECoD NPO's Compliance Guidelines.

ECoD NPO is committed to providing safe and supportive environments for all persons involved in the ECoD Initiative. We believe that everyone, and specifically those who are in vulnerable circumstances and less able to protect themselves, has the right to be kept safe from harm, exploitation, radicalisation, abuse and neglect. No organisation, no community is free of the risk of abuse or violence in any form towards children and/or vulnerable adults.

By taking on any function, voluntary or employed, paid or unpaid, temporary or permanent, in the framework of the European Capital of Democracy's activities, each person declares to:

- Fully comply with ECoD NPO's Safeguarding Policy.
- Be responsible for observing and spreading awareness for the Code of Conduct and the Safeguarding Policy in their work/volunteer environment.
- Respond immediately to any concerns, allegations and incidents, and to notify ECoD NPO's Safeguarding Officer(s) without delay.

In this respect, persons involved will

- Contribute to creating a safe, nurturing and empowering environment for children and vulnerable adults at ECoD NPO and its events.
- Take the beliefs and concerns of children and vulnerable adults seriously.
- Take all necessary steps to minimise the possibility that harm, exploitation, radicalisation, abuse and neglect occur in the work of ECoD NPO.
- Develop trusting and respectful relationships within the framework of the ECoD Initiative, recognising that they have rights and should be treated with dignity and respect, and in doing so, provide them with a safe and supportive environment.
- Encourage the active participation of all ECoD community members in keeping themselves and others safe, encouraging them to voice their concerns and knowing where and how to seek help if needed.
- Always act in the best interests of the ECoD community members, respecting and involving them, providing them with safe and appropriate information that meets their needs and supports their rights.
- Act quickly and appropriately where there are safeguarding concerns.
- Respect the human dignity of children and vulnerable adults and their need to be protected at all times when taking photographs, filming or writing reports for public relations work; in particular, this also applies to handling personal data with care and requiring that this is also respected by third parties who receive information about children and/or vulnerable adults in the framework of ECoD Initiative.

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<sup>1</sup> Annex 4 to the Safeguarding Policy under

<https://socialimpactaward.net/app/uploads/sites/11/2021/03/SIA-International-Safeguarding-Policy.pdf>

Each person involved in the ECoD Initiative will also refrain from any and all forms of threats, discrimination, physical or verbal abuse or intimidation. This means that they will never

- Abuse the power afforded to them by their position or office.
- Abuse or exploit a child or a vulnerable adult sexually, physically or emotionally.
- Hug, pat, kiss or touch a child or a vulnerable adult in any manner that is inappropriate or culturally insensitive.
- Use any language that is inappropriate, indecent or abusive.
- Develop a relationship with children or vulnerable adults that could be regarded as exploitative or abusive.
- Ask for a favour or service that could be viewed as abusive or exploitative towards children or vulnerable adults.