

CODE OF CONDUCT (volunteers) (2020)

All volunteers shall sign and adhere to a code of conduct and behavior that defines appropriate behavior and interactions with Integra sponsored children and other children involved in programs and projects supported by Integra. Please initial each statement.

- I will keep all rules of the project and to place myself under the authority of the project management. I will include letting the management know each time I leave the project.
- I will not use alcohol, or drugs during my stay in the project supported by Integra.
- I agree to discuss my questions and things I may not understand or approve of, with the WM manager and not with the children or local staff.
- I agree to discuss all personal initiatives or ideas with WM manager and get approval before putting them into practice. Books, movies shared with the children, should have prior approval.
- I will visit an Integra sponsored child or a child involved in a program supported by Integra only with a local member of a partner's staff present with me at all times.
- I will not give goods or money to any of the children or staff or families, without prior permission from the Integra or partner's manager.
- I will never act in any way that will shame, humiliate, or perpetrate any form of verbal, emotional, sexual or physical abuse on a child.
- I will not give any personal contact information to anybody (including an Integra-sponsored child or a family member) nor will I ask for the child's contact information.
- I will not be alone or travel alone with a child. I will be engaged in children's activities in open or visible places.
- I will not take children out of the project or take them places or visit their families, without prior approval by the manager. I will not advise or counsel any of the children or youth, without approval of the project manager.
- I will not undermine the faith of the students or argue for different belief systems. In many cases, their faith has helped them in their difficult past and we do not want to take this from them
- I will never use inappropriate language, physically strike children, or develop physical or sexual relationships with children.

- I will always be responsible for maintaining an appropriate relationship, even if a child behaves inappropriately.
- I will not place myself in a compromising or vulnerable position and will stop any interaction with a child if a child says to stop, or if a child appears uncomfortable with the interaction.
- I will dress in culturally appropriate ways.
- I will not act flirtatiously with any child or touch any child inappropriately. To avoid misunderstanding, I will ask a child for permission before touching or holding hands. Inappropriate touching shall include, but is not limited to, touching children in areas that are normally covered by shorts and shirts, and picking up, lap-holding, hugging, kissing or tickling inappropriately.
- I will not solicit a dating relationship with an Integra-sponsored child or youth.
- I will not post identifying information about any children on Facebook or the internet. I will follow Integra's policy on photography and social media.
- I will speak about children with respect for their dignity, resilience, capacity and growth.
- I will report all child abuse incidents which I observe or learn about.
- I recognize that I may face substantial adverse consequences for breach of this code of conduct.
- I am aware that allegations of abuse will be reviewed and, as determined necessary by Integra, investigated. I recognize that, if I violate this code of conduct, I may be subject to applicable local laws and to organizational disciplinary measures.
- I agree to leave the project earlier than expected, if asked by the project manager or Director, either personally or via email. I agree not to stay longer than initially agreed, without written approval by the Director.

Code of Conduct to be signed by all representatives BEFORE visiting a child in an Integra project.

I _____ have read and understood ***Integra's Child Protection Policy***, including the ***Code of Conduct***. I agree to abide by this Code.

Name

Signature _____

Date