

## **Sample Code of Conduct from the Reproductive Health Response in Conflict Consortium**

**To:** All staff

**From:** President or Director of Humanitarian NGO

**Re:** Code of Conduct for all Staff

In accordance with the mission and practice of [*Your Organization*] and principles of international law and codes of conduct, all [*Your Organization*] humanitarian staff, including both international and national, regular full- and part-time staff, interns, contractors, and volunteers, are responsible for promoting respect for fundamental human rights, social justice, human dignity, and respect for the equal rights of men, women, and children. While respecting the dignity and worth of every individual, the [*Your Organization*] humanitarian worker will treat all persons equally without distinction whatsoever of race, gender, religion, color, national or ethnic origin, language, marital status, sexual orientation, age, socio-economic status, disability, political conviction, or any other distinguishing feature.

[*Your Organization*] humanitarian workers recognize that certain international standards of behaviour must be upheld and that they take precedence over local and national cultural practices. While respecting and adhering to these broader frameworks of behaviour, [*Your Organization*] specifically requires that [*Your Organization*] humanitarian workers adhere to the following Code of Conduct.

### Commitment to [*Your Organization*] Code of Conduct

- (1) A [*Your Organization*] humanitarian worker will always treat all persons with respect and courtesy in accordance with applicable international and national conventions and standards of behaviour.
- (2) A [*Your Organization*] humanitarian worker will never commit any act that could result in physical, sexual, or psychological harm to the beneficiaries we serve.
- (3) A [*Your Organization*] humanitarian worker will not condone or participate in corrupt activities or illegal activities.
- (4) [*Your Organization*] and [*Your Organization*] humanitarian workers recognize the inherent unequal power dynamic and the resulting potential for exploitation inherent in humanitarian aid work, and that such exploitation undermines the credibility of humanitarian work and severely damages victims of these exploitative acts and their families and communities. For this reason, [YOUR ORGANIZATION] humanitarian workers are prohibited from engaging in sexual relationships with beneficiaries.\* Sexual activity with children (persons under the age of 18) is strictly prohibited.
- (5) A [*Your Organization*] humanitarian worker must never abuse his or her power or position in the delivery of humanitarian assistance, neither through withholding assistance nor by giving preferential treatment including requests/demands for sexual favors or acts.

(6) It is expected of all [*Your Organization*] humanitarian workers to uphold the highest ethical standard of integrity, accountability and transparency in the delivery of goods and services while executing the responsibilities of their position.

(7) A [*Your Organization*] humanitarian worker has the responsibility to report any known or suspected cases of alleged misconduct against beneficiaries to senior management (as outlined in the reporting pathway) immediately. Strict confidentiality must be maintained to protect all individuals involved.

**Source:**