

Code of Conduct

Objective

The core objective of this Code of Conduct is to have professionalism, respect, tolerance, integrity, transparency and social justice reflected in the interactions of all those who represent The Hunger Project (THP).

The Code serves to create and preserve a sound and positive image of THP, its management, activities and personnel as professional, ethical and socially responsible.

THP's Code of Conduct is a set of guiding standards and principles that all representatives of The Hunger Project adhere to in practice and in spirit in all their decisions, procedures, actions and interactions.

The image, role and achievements of an organization are based on the way in which individuals affiliated or associated with that organization behave. Although the tenets of the Code of Conduct are based on organizational principles, the responsibility to work in accordance with the Code lies fully with the individual.

Individuals Concerned

This Code of Conduct applies to each person who represents THP, including THP Affiliated Persons and THP Associated Persons as defined below:

THP Affiliated Person is anyone officially affiliated with THP: it refers to all full time and part time staff members, board members, national advisory committee members, volunteers and /or interns under direct supervision of staff, and any other person who is officially contracted to represent THP.

*Affiliated Persons are expected to **comply** with the principles and requirements specified in this code.*

THP Associated Person is anyone not officially affiliated with THP who may however be associated or perceived to be associated with THP: it refers to community partners (including animators, catalysts and other volunteer community organizers), partner organizations, vendors, consultants, independent contractors and subcontractors, investors, guests, or any other person who is perceived to be associated with THP.

*Associated Persons are expected to **act in accordance** with the principles and requirements specified in this code.*

Overview

All Hunger Project representatives have the responsibility to enhance the reputation of THP. The organization should always be portrayed in a manner which promotes the principles embodied in the Code, and all representatives should communicate positively and sensitively, according everyone their rights and treating all with respect.

Hunger Project representatives are expected to demonstrate the same attitudes and behavior we expect to facilitate in the community. We must be sensitive to local cultural practices and take special care in manner of speech, action and behavior.

Matters of abuse, such as of alcohol, drugs or other, as well as matters of harassment, such as sexual or other, are unacceptable and, where necessary, will be addressed according to law.

Code Articles

Cooperative Climate

Hunger Project representatives strive to create an atmosphere of openness, mutual respect and teamwork in relation to colleagues, partners and other actors and take full responsibility for all tasks assigned.

Discrimination

Hunger Project representatives accord every person basic respect and dignity and do not discriminate based on class, caste, national origin, religion, ethnicity, gender, sexual orientation, intersex status, race, ability, age or economic status, either in an official capacity or in general treatment of an individual.

Environment

When there is an option, Hunger Project representatives prioritize alternatives that promote a better environment and do not undertake any activity that unduly pollutes or erodes natural resources.

Gender Sensitivity

Hunger Project representatives give equal respect to all persons regardless of their gender identity, gender expression, or sexual orientation and fully accept the principles of gender equity.

Information and Communication

Whenever possible, and in accordance with the law, Hunger Project representatives uphold the principles of openness, transparency and accessibility of information. Appropriate personal and donor confidentiality is adhered to by all Hunger Project representatives.

Integrity and the Use of Resources (financial, material and time)

Representatives of THP put resources to their best possible use, always remembering that they have been entrusted to us by our investors. Representatives of THP must always represent THP's interest and not family, friend, religion, tribe, ethnicity in the conducting of business (e.g procurements) on behalf of THP.

Learning Culture

At every opportunity, the advancement of learning and an approach of continuous improvement are adopted across the organization. Reflection, analysis and documentation of how successes have occurred, or why they have not occurred, are a routine aspect for all individuals and groups that represent THP.

Professional and Legal Standards

Hunger Project representatives keep informed about, and abide by, current Hunger Project policies, professional standards and laws that govern the practice of their respective responsibilities.

Social Justice

Hunger Project representatives work to have organizations with which we are affiliated, with which we do business, or from which we purchase products, provide their workers with decent working conditions in alignment with our values of promoting social justice and preserving human dignity.

Protection from Sexual Exploitation and Abuse

Sexual exploitation or abuse by any staff member of The Hunger Project constitutes an act of gross misconduct and is therefore grounds for termination of employment.

- Any sexual activity by a THP staff member with a community partner who is a child (person under the age of 18) is prohibited regardless of the age of majority or age of consent locally. Mistaken belief in the age of a child is not a defense.
- Exchange of money, employment, goods, or services—including assistance that is due to community partners—for sex, sexual favors or other forms of humiliating, degrading or exploitative behavior is prohibited.
- Sexual relationships between THP staff and community partners are strongly discouraged since they are based on inherently unequal power dynamics. Such relationships undermine the credibility and integrity of community development work.
- If sexual abuse and/or harassment are illegal according to local law, measures will not only include termination of employment but also reporting of the offence to the local authorities.

If a THP staff member has concerns or suspicions regarding sexual abuse or exploitation by a fellow worker, they must report such concerns via established reporting mechanisms (see Whistleblower Protection Policy- <https://thp.org/policies/>)¹.

All THP staff members are obliged to create and maintain an environment that prevents sexual exploitation and abuse and promotes the implementation of the code of conduct. Managers at all levels have particular responsibilities to support and develop systems that maintain this environment.

Attestation

As a representative of The Hunger Project, I attest that I have read and fully understand this Code of Conduct (and addendum for USAID-funded implementers, if applicable), and the related policies for Financial Integrity, Conflict of Interest, Whistleblowing and Safeguarding, Anti-trafficking and Child Protection, all of which are posted on THP's public website at <https://thp.org/policies/>.

Signature: .

Date: .

Name (print): Title or Role:

¹ In the case of THP-India, national policies regarding this matter are developed in compliance with national legislation, and THP-India staff must report in alignment with national-level policies, which prevail in this instance.

CODE OF CONDUCT ADDENDUM: For THP staff implementing USAID-funded activities

Child Safeguarding Standards (AUG. 2016)

Implementation of activities under any USAID award may involve children, or personnel engaged in the implementation of the award may come into contact with children, which could raise the risk of child abuse, exploitation, or neglect within this award. The contractor agrees to abide by the following child safeguarding core principles:

1. Ensure compliance with host country and local child welfare and protection legislation or international standards, whichever gives greater protection, and with U.S. law where applicable;
2. Prohibit all personnel from engaging in child abuse, exploitation, or neglect;
3. Consider child safeguarding in project planning and implementation to determine potential risks to children that are associated with project activities and operations;
4. Apply measures to reduce the risk of child abuse, exploitation, or neglect, including, but not limited to, limiting unsupervised interactions with children; prohibiting exposure to pornography; and complying with applicable laws, regulations, or customs regarding the photographing, filming, or other image-generating activities of children;
5. Promote child-safe screening procedures for personnel, particularly personnel whose work brings them in direct contact with children; and
6. Have a procedure for ensuring that personnel and others recognize child abuse, exploitation, or neglect; mandating that personnel and others report allegations; investigating and managing allegations; and taking appropriate action in response to such allegations, including, but not limited to, dismissal of personnel.