

Well Being Africa's Safeguarding Policy

1. Overview

Well Being Africa (WBA)'s values are engrained in integrity, service, empowerment, respect, and teamwork. These values inform WBA's Safeguarding Policy and direct its activities, officials, and employees.

2. Objective

This policy was developed to confirm the commitment of WBA to protecting the rights and safety of all persons, especially vulnerable individuals, notably women, girls, and children. WBA will maintain zero tolerance for harm, deprivation, harassment, bullying, abuse, and exploitation.

3. Scope

WBA's Safeguarding policy applies to the officials, employees and representatives of WBA as follows:

All full-time or part-time employees, including those engaged on contracts such as consultants and contractors. It includes WBA's Board Members, workers engaged as interns and volunteers, as well as staff and representatives of WBA's partners.

Groups, organizations, or agencies with a formal work agreement with WBA are referred to as representatives.

All donors, media, opinion leaders, politicians and others who are engaged with WBA must know about this policy and act accordingly while undertaking any working relationship with WBA.

4. The policy

It is the policy of WBA to conduct its activities according to the highest ethical and professional standards and in a way that protects the rights and safety of all persons. We reaffirm WBA's core values and commitment to the United Nations Convention on human rights.

This policy also reinstates the regulations ([Refer to WBA Codes of Ethics](#)) that all staff and representatives must meet while working for or on behalf of WBA. It is expected that all associated parties uphold these standards when they are not directly working with our organization. WBA may terminate a relationship with any organization or person that does not uphold the highest personal and professional ethical standards.

The staff and representatives of WBA are expected to conduct themselves in a manner consistent with this commitment and duty to protect all persons from harm. Any violation of this policy will be treated as a serious issue and may result in disciplinary action.

WBA's policy ensures compliance with host country and local welfare and protection legislation or international standards. The requirements of this policy are in addition to any other applicable legal requirements.

5. Policy Principles

- i. All people, including vulnerable women and children, have equal rights to protection from abuse and exploitation.
- ii. All people, including vulnerable women and children, will be treated with respect irrespective of nationality or ethnic origin, religious or political beliefs, age, physical or mental health, sexual preference and gender identity, family, socioeconomic and cultural background.

- iii. Everyone has a responsibility to support the care and protection of all people, especially vulnerable women and children.
- iv. WBA has responsibilities to the people it serves, especially women, girls, and children. These responsibilities apply to WBA's officials and partners, who are expected to adhere to the provisions of this policy.
- v. In response to safeguarding matters and breaches of this policy, WBA's decision will be in the best interests of the person impacted.

6. Provisions of the Policy

- i. The staff and representatives of WBA must act per this policy in their professional and personal lives.
- ii. All staff and representatives of WBA must sign the Declaration of Acceptance before issuing any employment or contractual agreement.
- iii. All WBA's staff and representatives must:
 - Undertake induction and training on this policy which is relevant and appropriate to their position so that they can undertake their responsibilities effectively and with confidence.
 - Cooperate fully and confidentially in any investigation of allegations of the abuse of women or vulnerable persons.
 - Respond to a vulnerable person who may have been abused/exploited, following his/her best interest and safety.
 - Prevent potential situations which may lead to a misinterpretation of staff's behaviour.
 - Ensure the responsible production and use of images of vulnerable people
 - Ensure that any image or recorded case of a vulnerable person does not place him/her at risk of further abuse or harm
 - Ensure that this policy is strictly followed in implementing WBA programmatic activities, including campaigning events and social media engagements.

- iv. The staff and representatives of WBA must never:
- Develop intimate relationships with vulnerable people, which could in any way be considered exploitative or abusive.
 - Physically assault or abuse a vulnerable person, especially women and girls.
 - Use language or offer advice to vulnerable people, which is inappropriate, offensive, or abusive
 - Discriminate against, show unfair treatment or favour to any vulnerable person to the exclusion of others.
 - Allow their behaviour to be misrepresented or constitute poor practice or potentially abusive behaviour.
- v. All staff and representatives of WBA must be aware that any allegation of the abuse or exploitation of women, girls, children, or other vulnerable people made against them will be investigated under the Safeguarding Policy. Statutory procedures for criminal investigation and prosecution under the country's law would be followed.
- vi. Agreements between WBA and its partners, other individuals, groups, or organizations with a formal contractual relationship with WBA that involves their engagement with women, girls, children, or other vulnerable people must include agreement on the issue of this Safeguarding Policy. Partner agencies must adopt this policy or apply their policy of similar standards.
- vii. By following this policy, WBA will be playing their part in safeguarding the people in its network, especially women, girls, children, and other vulnerable people.

Note: This Safeguarding Policy is to be used and applied in conjunction with the WBA Code of Ethics available at <https://bit.ly/3Q9IDuM>



Declaration of Acceptance

I hereby acknowledge that I have received and understand the WBA Safeguarding Policy. I agree to comply with all aspects of the Policy, and I understand that my ongoing compliance with the Policy is required for my continued employment and participation in any working relationship with WBA.

Name of Officer

Signature

Date