



# **AKTION AMAZONAS' SAFEGUARDING POLICY**

**- PROTECTING SEXUAL HARASSMENT, EXPLOITATION AND ABUSE (PSHEA)**

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## 1.1. Definition

CISU uses the wording Protecting Sexual harassment, Exploitation and Abuse (PSHEA). The UN defines these as follows:

- Sexual Exploitation: Any actual or attempted abuse of position of vulnerability, differential power, or trust, for sexual purposes, including, but not limited to, profiting monetarily, socially, or politically from the sexual exploitation of another.
- Sexual Abuse: Actual or threatened physical intrusion of a sexual nature, whether by force or under unequal or coercive conditions.

## 1.2. Purpose

The purpose of this policy is to protect people, particularly children, at risk adults and beneficiaries of assistance, from any harm that may be caused due to their encountering with Aktion Amazonas. This includes harm arising from:

- The conduct of staff, personnel associated with or volunteers with Aktion Amazonas.
- The design and implementation of Aktion Amazonas' international projects and activities.

## 1.3. Scope

- All staff contracted by Aktion Amazonas.
- Associated personnel whilst engaged with work or visits related to Aktion Amazonas, including but not limited to the following: consultants, volunteers, contractors, program visitors including journalists, celebrities, and politicians.

This policy does not cover:

- Safeguarding concerns in the wider community not perpetrated by Aktion Amazonas or associated personnel.

## 1.4. What is safeguarding?

Safeguarding means taking all reasonable steps to prevent harm, particularly sexual exploitation, abuse, and harassment from occurring; to protect people, especially vulnerable adults, and children, from that harm; and to respond appropriately should such harm occur.

## 1.5. Policy Statement

Aktion Amazonas believes that everyone we encounter, regardless of age, gender, disability, or ethnic origin has the right to be protected from all forms of harm, abuse, neglect, and exploitation. Aktion Amazonas will not tolerate abuse and exploitation by staff or associated personnel.

This policy will address the following areas of safeguarding [as appropriate]: child safeguarding, adult safeguarding, and protection from sexual exploitation and abuse.

Aktion Amazonas commits to addressing safeguarding throughout its work, through the three pillars of prevention, reporting and response.

## 1.6. Prevention

### Aktion Amazonas' responsibilities

*Aktion Amazonas will:*

- Ensure all staff have access to, are familiar with, and know their responsibilities within this policy.
- Design and undertake all its international and national interventions and activities in a way that protects people from any risk of harm that may arise from their encountering with Aktion Amazonas. This includes the way in which information about individuals participating in Aktion Amazonas' international and national interventions and activities is gathered and communicated.
- Implement stringent safeguarding procedures when recruiting, managing, and deploying staff and associated personnel.
- Ensure staff receive training on safeguarding at a level commensurate with their role in the organization.
- Follow up on reports of safeguarding concerns promptly and according to due process.

### Staff responsibilities

*Child safeguarding*

Aktion Amazonas staff and associated personnel, including volunteers must not:

- Engage in sexual activity with anyone under the age of 18.
- Sexually abuse or exploit children.
- Subject a child to physical, emotional, or psychological abuse, or neglect.
- Engage in any commercially exploitative activities with children including child labor or trafficking.

*Adult safeguarding*

Aktion Amazonas staff and associated personnel, including volunteers must not:

- Sexually abuse or exploit at-risk adults.
- Subject an at-risk adult to physical, emotional, or psychological abuse, or neglect.

### Protection from sexual exploitation and abuse

Aktion Amazonas staff and associated personnel, including volunteers must not:

- Exchange money, employment, goods, or services for sexual activity. This includes any exchange of assistance that is due to beneficiaries of assistance.
- Engage in any sexual relationships with beneficiaries of assistance since they are based on inherently unequal power dynamics.

### Additionally, Aktion Amazonas staff and associated personnel are obliged to:

- Contribute to creating and maintaining an environment that prevents safeguarding violations and promotes the implementation of the Safeguarding Policy.
- Report any concerns or suspicions regarding safeguarding violations by a Aktion Amazonas staff member or associated personnel, including volunteers to the appropriate staff member.

## 1.7. Enabling reports

Aktion Amazonas will ensure that safe, appropriate, accessible means of reporting safeguarding concerns are made available to staff and volunteers and the communities we work with.

Aktion Amazonas will also accept complaints from external sources such as members of the public, partners, and official bodies.

## 1.8. How to report a safeguarding concern?

Staff members who have a complaint or concern relating to safeguarding should report it immediately to their line manager or CEO.

If the staff member does not feel comfortable reporting to their line manager or human resources (for example, if they believe that the report will not be taken seriously or if that person is implicated in the concern), they may report to any other appropriate staff member or use the online complaint mechanism on the Aktion Amazonas website:

[www.aktionamazonas.org/whistleblower-protocol](http://www.aktionamazonas.org/whistleblower-protocol).

Procedures for filing a complaint or reporting unacceptable circumstances are explained in the Aktion Amazonas **Whistleblower Protocol**. The protocol can be downloaded from [www.aktionamazonas.org/whistleblower-protocol](http://www.aktionamazonas.org/whistleblower-protocol).

## 1.9. Response

Aktion Amazonas will follow up safeguarding reports and concerns according to policy and procedure.

Aktion Amazonas will apply appropriate disciplinary measures to staff found in breach of policy.

Aktion Amazonas will offer support to survivors of harm caused by staff or associated personnel, regardless of whether a formal internal response is carried out (such as an internal investigation). Decisions regarding support will be led by the survivor.

## 1.10. Confidentiality

It is essential that confidentiality is maintained at all stages of the process when dealing with safeguarding concerns. Information relating to the concern and subsequent case management should be shared on a need-to-know basis only and should be always kept secure.

## 1.11. Glossary of Terms

### **Beneficiary of Assistance**

Someone who directly receives goods or services from Aktion Amazonas international og national interventions and activities.

### **Child**

A person below the age of 18.

### **Harm**

Psychological, physical and any other infringement of an individual's rights.

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**Psychological harm**

Emotional or psychological abuse, including (but not limited to) humiliating and degrading treatment such as bad name calling, constant criticism, belittling, persistent shaming, solitary confinement, and isolation.

**Protection from Sexual Exploitation and Abuse (PSEA)**

The term used by the humanitarian and development community to refer to the prevention of sexual exploitation and abuse of affected populations by staff or associated personnel. The term derives from the United Nations Secretary General's Bulletin on Special Measures for Protection from Sexual Exploitation and Abuse (ST/SGB/2003/13)

**Safeguarding**

Safeguarding means taking all reasonable steps to prevent harm, particularly sexual exploitation, abuse, and harassment from occurring; to protect people, especially vulnerable adults, and children, from that harm; and to respond appropriately when harm does occur.

**Sexual abuse**

The term 'sexual abuse' means the actual or threatened physical intrusion of a sexual nature, whether by force or under unequal or coercive conditions.

**Sexual exploitation**

The term 'sexual exploitation' means any actual or attempted abuse of a position of vulnerability, differential power, or trust, for sexual purposes, including, but not limited to, profiting monetarily, socially, or politically from the sexual exploitation of another.

**Survivor**

The person who has been abused or exploited. The term 'survivor' is often used in preference to 'victim' as it implies strength, resilience, and the capacity to survive, however it is the individual's choice how they wish to identify themselves.

**At-risk adult**

Sometimes also referred to as vulnerable adult. A person who is or may need care by reason of mental or other disability, age, or illness; and who is or may be unable to take care of him or herself, or unable to protect him or herself against significant harm.