

## CODE OF ETHICS

### *Pre-amble*

The Code of Ethics, Safeguarding Policy, Child Protection Policy, Complaints Policy, Anti-fraud and Anti-corruption Policy and Sanction Policy all form integral part of ICDI's overarching "Integrity System" (<https://icdi.nl/policies>). A flow chart of how the different policies relate to each other can be found here:

<https://icdi.nl/media/uploads/useruploads/ICDI%20Integrity%20System%20Chart.pdf>.

The overall goals of the "Integrity System" are to ensure:

#### Effectiveness of ICDI

We can be held accountable for the effectiveness in fulfilling our mandate and the quantity, quality, impact and value for moneys of our operations, as well responsiveness to the beneficiaries.

#### Organisational reliability of ICDI

We can be held accountable for the independence and reliability of our organisational structures, with criteria such as the role and composition of our board, financial and management structures, human resource management policies and practices, etc.

#### Legitimacy of ICDI

We can answer legitimacy issues such as our constituency, adherence to our mission, ties to the public/beneficiaries etc.

ICDI's "Integrity System" is there to ensure that we operate according to the highest moral standards, respecting human and child rights in all we do. Furthermore, respect for the psychosocial well-being and bodily integrity of all with whom we are involved (children, families, communities, partner organizations, ICDI board, ICDI staff, volunteers and interns) are always our primary concern.

## Code of Ethics

This Code of Ethics applies to ICDI as an organisation and to all persons that work on its behalf. It sets out the values guiding all our activities

### I. Core values

Against the backdrop of ICDI's profound respect and commitment to the Universal Declaration of Human Rights and the UN Convention of the Rights of the Child, ICDI holds that its activities must be governed by three core values. These are:

#### ***CURIOUS***

*We have a mission to learn, a passion to discover and the responsibility to question things, including our own beliefs and behaviours. At the core of our way of being and working lies curiosity – we love to listen to, learn and co-create with children, families and those who support them.*

#### ***PLAYFUL***

*We strive to keep a sense of wonder, openness and fun throughout the serious issues that we deal with. Never grow up!*

#### ***CARING & NURTURING***

*We care for the people we work with. Through genuine interest and empathy, we express our support, consideration and respect towards children, families and communities, partners, and our planet.*

### II. Elaboration of the core values

The core values listed above govern what persons associated with ICDI will do and will not do. In practice, these values concretely determine ICDI's relations with donors, with partner organisations (and alliances in which we take part), with target groups/beneficiaries, as well as in general with the communities in which ICDI operates.

Adhering to this Code of Ethics and its adjacent policies (<https://icdi.nl/policies>) means that all persons involved can be confident that they will be treated with respect and will equally be expected to treat others with respect. In addition, that they will not be subjected to

undesirable conduct and will equally be expected to refrain from undesirable conduct, being:

- Sexual harassment/intimidation: unwelcome and/or unsolicited attention in the form of requests for sexual favours or other verbal, non-verbal or physical behaviour (including the unsolicited sending or overt viewing of pornographic images or texts, e.g. via Internet); sexual violence; all other non-consensual sexual or intimate behaviour.
- Intimidation, aggression and violence: subjecting others to harassment, psychological or physical bullying, intimidation, humiliation or assault.
- Discrimination: subjecting persons to statements, actions or decisions, in any shape or form, that are offensive to those persons on account of their race, religion, gender, personal persuasion and/or sexual orientation, or applying any distinctions on the grounds of these factors (race, religion, and so on).
- Bribery and corruption: offering of or soliciting for unpermitted favours in exchange for money, return favours or for (personal) gains.
- Fraud and theft: tax evasion, abuse of any kind of information, means, funds or services, to which a person has access.
- Abuse of power: conflicting interests, all forms of nepotism, favouritism, inappropriate use or leakage of confidential information, neglect.

*Donors of ICDI can be confident that:*

- The provided information regarding the programmes/projects is complete, accurate and comprehensible;
- The donors and beneficiaries are shown due respect;
- All activities are performed with the aim of achieving maximum quality;
- Of the resources received, as much as possible is allocated to the intended purpose;
- Complete, honest and comprehensible accountability is provided concerning the allocation of resources and the activities performed towards achieving the objective.

*Target groups/beneficiaries of ICDI can be confident that:*

- Individual persons and the local culture and society are treated with respect;
- All activities towards realising project objectives are performed with the aim of achieving maximum quality, sustainability and impact;
- No distinction is made with regard to race, religion, nationality, gender or sexual orientation in the selection of beneficiaries;

- The interventions do not seek to promote any party-political or religious aims;
- Interventions and prioritisation of the interventions is based on the real needs and rights of the target groups/beneficiaries, and that they are actively participating herein;
- The interventions draw upon and strengthen, as much as possible, locally available capacities and resources.
- The safeguarding of children is given priority in all activities (please also see the ICDI Child Protection Policy CPP & Safeguarding Policy)

*Staff members and volunteers/interns of ICDI can be confident that:*

- Generally accepted rules and standards of good employment are observed;
- Proper conditions are created for their work;
- They are suitably appreciated for their work.

*(Alliance) Partner organisations can be confident that:*

- Mutual respect is shown;
- There is a willingness to confer with regard to common interests;
- Efforts are made to coordinate and to collaborate in project- and partner support provided as well as monitoring and evaluation of partners;
- No negative comments are made about each other in public.

*Every society/community where ICDI operates can be confident that:*

- Generally accepted norms and values are observed, both in terms of social behaviour and of the principles of the democratic constitutional state;
- At all times, the willingness exists and is expressed to confer and converse with relevant community groups about ICDI's functioning.

### **III. Concluding provisions**

- ICDI pursues integrity and shares the responsibility for the social and political acceptance and perception of the development sector and the fundraising sector as a whole.
- ICDI is committed to collaboration, both within the sector and with other parties involved.

- ICDI has a complaints procedure, which is published on our website <https://icdi.nl/policies>
- ICDI is committed to act in case of any violation of its Code of Ethics, in order to protect the victims, to restore justice and to prevent repetition of such a violation. Therefore, ICDI strongly encourages the filing of complaints and reporting of (suspected) undesirable conduct or other practices that violate this Code of Ethics. Please report this using the ICDI Complaints Policy.

*All ICDI policies concerning integrity can be found on its website <https://icdi.nl/policies>*