

Commitment to Safeguarding

Safeguarding refers to protecting the welfare and human rights of people associated with our work. The likelihood of exploitation and/or abuse increases when individuals are in a vulnerable situation and where unequal power dynamics exist. Safeguarding includes protecting staff from harm and inappropriate behaviour such as discrimination, bullying and/or harassment in any form.

HAMNASA is committed to take all possible steps to promote the rights of all, to strengthen protections and to prevent harm and abuse to individuals we work for and who work for us. We have established a multi-pronged approach to safeguarding measures that must be embedded in our organisational practice and workplace culture; and clearly communicated to staff, contractors, partners, and communities associated with our programs in all contexts. We pledge a commitment to:

Prevention

- The safety and wellbeing of all people associated with our work is embedded in organisational leadership, risk assessments, governance, and culture.
- Employees, advisers, contractors, and partners must:
 - be carefully vetted to verify their suitability and commitment to protect and prevent all forms of harm and abuse.
 - uphold the highest standards of professional behaviour as detailed in the Safeguarding Code of Conduct.
 - be equipped with the knowledge, skills and awareness to keep others safe through ongoing education and training.

Support and care

- Individuals associated with our work are informed about their rights, with equity upheld and diverse needs respected in policy and practice.
- Resources are provided to support and care for those who have experienced harm or abuse in any form.

Response and accountability

- Respond to every allegation and act swiftly, ensuring that timely, transparent, robust and fair processes are in place and act in the best interest of the survivor/victim.
- Cultivate a culture in which harm and abuse is less likely to happen, where information is shared and people are held accountable.
- Safeguarding policies, procedures, systems and processes are regularly reviewed and updated in compliance with national and global best practice standards.

Commitment to Safeguarding

Safeguarding Policy Framework

HAMNASA has a comprehensive, multi-pronged approach to a suite of policies and procedures to meet our safeguarding commitments including governance, human resources, and risk management policies. These safeguarding policies include:

- [Prevention of Sexual Exploitation, Abuse and Harassment Policy](#) refers to the protection of individuals outside the organisation, who may be the targets of sexual exploitation, abuse and/or harassment in any form.
- [Child Protection Policy](#) recognises the special vulnerability and safety needs of children.
- [Respect at Work Policy](#) refers to the management of incidents of harassment, discrimination, victimisation or bullying that may occur in the workplace.
- [Whistleblower Protection Policy](#) outlines the protections available to eligible reporters.

Safeguarding Supporting Documents

The above safeguarding policies are supported by key documents as follows:

- [Safeguarding Code of Conduct](#)
- [Safeguarding Incident Management Procedures](#)
- [Risk Assessment Safeguarding](#)
- [Annex 1: Safeguarding Glossary of Terms and Definitions](#)
- [Annex 2: Safeguarding Officers](#)
- [Annex 3: Referral Support Services for Victims/Survivors](#)
- [Annex 4: Relevant Legislation and International Instruments](#)