



**MAHBOBA'S  
PROMISE**

An Australian Aid Organisation

# Code of Conduct for Australian Staff Volunteers



## Code of Conduct for Australian based Administrators & Volunteers relating to Child Protection Policy and Procedures

Mahboba's Promise is committed to the safety and well being of all children using our service. We support the rights of the child and will act without hesitation to ensure a child safe environment is maintained at all times. We also support the rights and well being of our staff, volunteers and visitors and encourage their active participation in building and maintaining a secure environment for all participants.

### DO:

- Conduct yourself in a manner consistent with your position as a representative of Mahboba's Promise.
- Read, study and follow the Child Protection Policy, Procedures and Guidelines and give feedback so these documents can be constantly improved.
- Make it clear in all documentation, development of policies and procedures, that the abuse of children is unacceptable and will result in disciplinary action.
- Where relevant, in designing new projects, involve children in planning, evaluation and decision making.
- Try to ensure that information and photographs used for recruitment of sponsors are only distributed to those who share the organisation's commitment to the protection of children.
- Ensure that photographs of children that are used for recruitment of sponsors or publicity give no more detailed address than the location of the facility.
- Ensure that where photographs of children (or anyone else!) are used in a major role in publicity material, the explicit permission has been given by the child and/or guardian.
- Encourage sponsors to send SMALL gifts or gifts that can be shared by all the children.
- Make sure any requests for visits to the Mahboba's Promise facilities in Afghanistan or Pakistan are documented as required by the Child Protection Policy.
- Understand that you are accountable and raise all concerns, issues, problems with the Child Protection Representative on the Management Committee as soon as possible.
- Respect the rights, dignity and worth of all the widows, children, staff and volunteers regardless of their gender, ability or cultural background.

### DO NOT:

- Hesitate to raise the alarm if you think that anyone is trying to access children looked after by Mahboba's Promise for any kind of abuse.

Signed: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

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