

CENTER FOR HEALTH, HUMAN RIGHTS AND
DEVELOPMENT (CEHURD)

SAFEGUARDING POLICY

REVISED APRIL, 2020

Core Values and Principles

Inclusion and Non-Discrimination

We recognize that our core constituency that we work with - women and girls, children and youth, sexual minorities, persons with disabilities,, ethnic minorities, people living with HIV/AIDS and/or TB, elderly and survivors of violence, torture and conflict are often systemically discriminated due to deeply rooted structural power relations. We think about diversity and inclusion as a point of strength. We will ensure that CEHURD Governance and Management is led by a team that espouses justice, non-discrimination and ensures equality of opportunity, externally for our core constituency and internally for our staff within the organization.

Empowerment

We pride ourselves for being part of the journeys of many rights holders and duty bearers as they find their voices and speak out on the right to health.

Equity

We know that our society is founded on the idea of fairness, equity and equality, encapsulated in the principle of "Ubuntu". Crucially, a society that is fair and equal also helps improve all other public value outcomes.

Confidentiality and Privacy

We derive our legitimacy by speaking on behalf of many whose right to health is violated and threatened. As legal service providers and advocates on the right to health, our interventions enable us to come into contact with information that we are obliged to keep in the highest level of confidentiality. We treat each and every client of CEHURD with utmost confidentiality and privacy. Confidentiality is also a key tenant of our internal policies and organizational culture.

Innovation, Drive and Excellence

We are relentless in our pursuit of success. We defy conventional wisdom and approach each day with innovation. Together we approach each day with the energy, passion, fearlessness, innovation and persistence to exceed expectations. We continue to be a professional organization that invests itself in learning and innovation.

Transparency and Accountability

We are accountable not only to those that support our work but to those that we represent. We are accountable to our core constituents that we represent, while also holding government, private sector, civil society and other actors to accountable to their obligations. We act consistently with our Mission being honest and transparent in what we do and say, and accept responsibility for our collective and individual actions. We are all champions of our Organization. We take personal responsibility for achieving our objectives. We do what we say we shall do. We do what is right, not merely what is expected.

Teamwork and Oneness

We are all CEHURD people. We value working together as a team to achieve our objectives. We treat each other with respect regardless of our status or diversities.

Integrity and Professional Ethics

We act with openness, integrity and trust. We believe that the highest ethical conduct is central to who we are and what we stand for. We act professionally and together we celebrate our success with understated pride. We walk the talk; we resolve to build and promote a strong culture of integrity in all that we do so that we can all build a better society for the future.

Learning and Reflection

We are a learning organization. We believe in learning that accommodates new experience and results. We ask for help, admit to our mistakes and put things right. Our work is based on open and flexible processes of learning, mutual inquiry and participation. We know it is important than ever to be flexible and agile, with plenty of resourcefulness and creativity to respond effectively to challenges and take advantage of new opportunities in this fast changing world.

Mutuality and Partnership

We are one organization across all functions and geographies. We work towards a common goal through cooperation and partnership at local, national, regional and international levels. We will ensure that we work with others and value partnerships with like-minded actors – individuals, organizations, institutions and progressive social movements.

1. Introduction

The Center for Health Human Rights and Development (CEHURD) is an indigenous non-profit, research and advocacy organization which is pioneering the justiciability of the right to health in the East African Region. CEHURD was founded to contribute towards ensuring that public health laws are used as principle tools for the promotion and protection of public health of the vulnerable populations in Uganda and in the East African region. Most of our beneficiaries are adults at risk, children and young people. Safeguarding is at the heart of all our work with children, young people and Adults at Risk.

2. What is safeguarding?

Safeguarding means promoting and protecting people's health, wellbeing and human rights, and enabling them to live free from harm, exploitation and abuse. A safeguarding approach means identifying and minimizing the risk of harm to children and adults from staff, representatives and partners; our operations and programme activities including responding appropriately to any safeguarding concerns about children and adults within communities where we work. It entails a wide potential range of policies, procedures and activities seeking to address child and adult safety and wellbeing.

3. Scope of the policy

The policy is to be applied across all organizational activities, and used by any member of staff or volunteer working directly with children, young people, and Adults at Risk, and to any other support staff or partner of the organization. However, CEHURD is unable to enforce the policy with independent, external agencies, such as partner organisations. Where the policy or procedure refers to a 'child' or 'young person' we mean anyone who has not yet reached the age of 18 years. Where the policy refers to an 'Adult at Risk', we mean anyone who is 18 years or older and who is vulnerable.

4. Who is a Child, Young Person, Adult at Risk?

Child/Young Person

A child or young person means someone who is under 18 years of age, that is, has not reached their 18th birthday. For CEHURD, this could refer to the child/young person we are working with directly, or the child of one of these young persons, or of another person, with whom we are in contact in the course of our work. When concerns are raised about the child of a service user (child or vulnerable adult), the needs of the youngest takes precedence.

Adult at Risk

This policy applies to any 'Adult at Risk', defined by the following:

Any person aged eighteen or over who –

- Is or may be in need of community care services by reason of mental or other disability, age or illness; and
- Is or may be unable to take care of him or herself, or unable to protect him or herself against significant harm or exploitation.

5. Purpose and commitment

The purpose of this policy is to ensure that CEHURD activities are implemented in a safe and protective environment where harm, exploitation and abuse are effectively prevented as far as reasonably possible, and responded to effectively.

The policy has three specific objectives:

- a) keeping children and adults safe;
- b) safeguarding the reputation of CEHURD, including guarding CEHURD's representatives from false allegations or from operating within an unclear framework; and
- c) ensuring the highest standards of behaviour from representatives and minimizing the risk of abusers entering the organization.

CEHURD is committed to devising and implementing policies so that everyone within the organization accepts their responsibilities for safeguarding children, young people and Adults at Risk from abuse and neglect. This means following procedures to protect them and reporting any concerns about their welfare to the appropriate authorities.

6. Principles of safeguarding

As part of our safeguarding policy CEHURD will:

- a) promote and prioritize the safety and wellbeing of children and vulnerable people;
- b) empower, support and encourage people to make their own decisions and informed consent;
- c) ensure everyone involved understands their roles and responsibilities in respect of safeguarding children or vulnerable people;
- d) provide support and representation for those in greatest need;
- e) ensure appropriate action is taken in the event of incidents/concerns of abuse and support provided to the individual/s who raise or disclose the concern;
- f) ensure that confidential, detailed and accurate records of all safeguarding concerns are maintained and securely stored
- g) Partner with communities while offering solutions. Communities have a part to play in preventing, detecting and reporting neglect and abuse.

7. Measures to implement the policy

The safeguarding policy requires the following steps for its implementation:

- **Staffing**– this will involve designating an officer or officers; and training them such that they acquire the necessary skills and knowledge needed to take on the responsibilities. It will also include building the understanding and capability of the organization required to implement this policy.
- **Prevention measures**– this will include awareness raising training of relevant staff, induction of staff in the policy, and incorporation of the policy into relevant existing systems. All recruitment of staff will include a full induction to the safeguarding policy and code of conduct, including procedures to follow should any safeguarding concern arise.
- **Reporting and responding measures**– this will include steps for alerting and reporting safeguarding concerns, investigation and incident management. CEHURD will ensure that reporting and incident

management procedures to handle safeguarding concerns are in place and effectively used to enable an appropriate and swift investigation of any given case.

- **Implementing and maintaining the policy** – this will include training and capacity building of staff and partners, monitoring, and reviewing the policy. CEHURD will integrate safeguarding measures into relevant core internal processes and tools such as partner assessments and agreements, training modules, programme design, monitoring and accountability systems and recruitment procedures.

8. Reporting

- a) All CEHURD staff and partners are responsible and obligated to report any suspicions of child or adult beneficiary abuse (or other safeguarding concerns, including any violations of this Policy) that is connected to CEHURD or its programmes.
- b) All internal and external reports of actual or suspected violations under this policy should be directed to the Office of the Human Resources Manager whose contact details shall be published on CEHURD's website.
- c) As part of their presentations CEHURD staff will make their audiences/ constituencies generally aware of this policy and avenue of reporting actual or suspected violations.

9. Disclosure

Whilst CEHURD maintains appropriate confidentiality for individuals in Safeguarding Incidents, CEHURD may disclose information about incidents, when lawfully permitted, in order to support prosecution of suspected criminal activity, support learning and accountability, advocate to prevent future incidents, or as required by law. Information in ongoing investigations of Safeguarding Incidents, and information about past incidents, is shared only with those on a 'need-to-know' basis, as deemed necessary by CEHURD. If it is likely that sensitive information about survivors or about violence against children or adults will not be kept confidential, and would put people at risk if accessed by unauthorised parties, such information is not collected. Detailed personal information, in particular health information, is not obtained or maintained by CEHURD, except for the minimum necessary to ensure CEHURD handles the matter appropriately. Such personal data is kept strictly confidential and protected in accordance with the applicable data protection and informational security standards.

10. Review of the Policy

The policy will be reviewed when need arises, or in the following circumstances:

- Changes in legislation and/or government guidance.
- As a result of any other significant change or event.

CEHURD's safeguarding policy and procedures are widely promoted to ensure that all people to whom this policy applies, are aware of the requirements mandated under this policy and have access to the policy when needed. Failure to comply with the policy and procedures will be addressed without delay and may result in dismissal/exclusion from CEHURD activities.

Signed by:

Board Chairperson

Date:

Executive Director

Date: