

EUROPEUM Child Protection, Non-Discrimination & Safeguarding Policy

Purpose

The purpose of this EUROPEUM Child Protection, Non-Discrimination & Safeguarding Policy (“Policy”) is to protect people, particularly children, vulnerable adults, our staff and beneficiaries of assistance, from any harm and discrimination that may be caused due to their participation in activities of EUROPEUM Institute for European Policy (“EUROPEUM”). This includes harm arising from:

- The conduct of staff or personnel associated with EUROPEUM,
- The design and implementation of EUROPEUM’s programmes and activities.
- EUROPEUM’s internal policies and conduct

The Policy lays out the commitments made by EUROPEUM, and informs staff and associated personnel of their responsibilities in relation to safeguarding.

What is safeguarding?

Safeguarding means taking all reasonable steps to minimising the risk of harm, particularly sexual violence including 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.

Scope

- All EUROPEUM staff both from the perspective of potential subject and perpetrator.
- Associated personnel whilst engaged with work or visits related to EUROPEUM, including but not limited to the following: consultants; volunteers; contractors; programme visitors including journalists, celebrities and politicians.
- Internal organizational structure and conduct.

Legal framework

- In accordance with national laws.
- The Charter of Fundamental Rights of the European Union

- The Convention on the Rights of the Child
- The European Social Charter
- The European Convention on the Exercise of Children's Rights
- The Convention on the International Protection of Adults
- The UN Convention on the Elimination of All Forms of Discrimination against Women
- The UN Convention on the Rights of Persons with Disabilities
- EU Directive 95/46/EC - GDPR Directive

Policy Statement

EUROPEUM believes that everyone we come into contact with, regardless of age, gender, socioeconomic background, disability or ethnic origin has the right to be protected from all forms of harm, abuse, neglect and exploitation. EUROPEUM will not tolerate abuse and exploitation by or towards staff or associated personnel.

The Policy will address the following areas of safeguarding: child safeguarding, adult safeguarding, and protection from sexual exploitation and abuse.

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

Prevention

EUROPEUM will:

- Ensure all staff have access to, are familiar with, and know their responsibilities within the Policy.
- Design and undertake all its programmes and activities in a way that protects people from any risk of harm that may arise from their coming into contact with EUROPEUM. This includes the way in which information about individuals in our programmes is gathered and communicated.
- Implement stringent safeguarding procedures when recruiting, managing and deploying staff and associated personnel.
- Follow up on reports of safeguarding concerns promptly and according to due process.

Child safeguarding

EUROPEUM staff and associated personnel must not:

- 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 labour or trafficking.

Adult safeguarding

EUROPEUM staff and associated personnel must not:

- Sexually abuse or exploit adults.
- Subject adults to physical, emotional or psychological abuse, or neglect.

Protection from sexual exploitation and abuse

EUROPEUM staff and associated personnel 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.³

Additionally, EUROPEUM 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 EUROPEUM staff member or associated personnel to the appropriate staff member.

Non-Discrimination

- EUROPEUM pledges to non-discrimination with regards to hiring, organizational conduct, HR- and opportunity-related avenues, and leadership.
- EUROPEUM pledges to tackle any discriminatory cases through designated internal HR channels and/or through its highest levels of leadership, depending on the nature of the given case.
- EUROPEUM pledges to enable viable pathways for tackling non-compliance with our non-

discrimination codex through outside mediation and involvement if necessary.

- EUROPEUM pledges to not discriminate based on gender, colour, creed or convictions in all its activities and endeavours.

Enabling reports

EUROPEUM will ensure that safe, appropriate, accessible means of reporting safeguarding concerns are made available to staff and the communities we work with. EUROPEUM will also accept complaints from external sources such as members of the public, partners and official bodies.

How to report a safeguarding concern

Staff members who have a complaint or concern relating to safeguarding should report it immediately to their direct superior and HR representative. If the staff member does not feel comfortable reporting to their either of these, (for example if they feel 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 the President.

Response

EUROPEUM will follow up safeguarding reports and concerns according to internal rules outlined in our strategic documents. EUROPEUM will apply appropriate disciplinary measures to staff found in breach of policy. EUROPEUM will offer support to those who experienced 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.

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 kept secure at all times.