



SCI Code of Conduct for Volunteers

Zero tolerance for discrimination, harassment, including sexual harassment, and abuse of authority.

Definitions

1. **Discrimination** is any unfair treatment or arbitrary distinction based on a person's race, sex, religion, nationality, ethnic origin, sexual orientation, disability, age, language, social origin or other status. Discrimination may be an isolated event affecting one person or a group of persons similarly situated, or may manifest itself through harassment or abuse of authority.
2. **Harassment** is any improper and unwelcome conduct that might reasonably be expected or be perceived to cause offence or humiliation to another person. Harassment may take the form of words, gestures or actions which tend to annoy, alarm, abuse, demean, intimidate, belittle, humiliate or embarrass another or which create an intimidating, hostile or offensive work environment. Harassment normally implies a series of incidents. Disagreement on work performance or on other work-related issues is normally not considered harassment.
3. **Sexual harassment** is any unwelcome sexual advance, request for sexual favour, verbal or physical conduct or gesture of a sexual nature, or any other behaviour of a sexual nature that might reasonably be expected or be perceived to cause offence or humiliation to another, when such conduct interferes with work, is made a condition of employment or creates an intimidating, hostile or offensive work environment. While typically involving a pattern of behaviour, it can take the form of a single incident. Sexual harassment may occur between any persons. Anyone can be either the victim or the offender.
4. **Abuse of authority** is the improper use of a position of influence, power or authority against another person. This is particularly serious when a person uses their influence, power or authority to improperly influence the career or employment conditions of another, including, but not limited to, appointment, assignment, contract renewal, performance evaluation or promotion. Abuse of authority may also include conduct that creates a hostile or offensive work environment which includes, but is not limited to, the use of intimidation, threats, blackmail or coercion. Abuse of authority is particularly serious when accompanied by discrimination or harassment, including sexual harassment.

For the purposes of this document, discrimination, harassment, including sexual harassment, and abuse of authority shall collectively be referred to as "**prohibited conduct**".

General Principles

1. Every volunteer has the right to be treated with dignity and respect and to work in an environment free from prohibited conduct as described above.
2. In their interactions with others, volunteers are expected to act with tolerance, sensitivity and respect for differences. Any form of prohibited conduct in the workplace or in connection with work is a violation of these principles and may lead to disciplinary action, whether the prohibited



conduct takes place in the workplace, in the course of official travel or an official mission, or in other settings in which it may have an impact on the workplace.

3. Duties of International volunteers:

- All volunteers are obliged to ensure that they do not engage in or condone behavior which would constitute prohibited conduct with respect to their peers, supervisors, supervisees and other persons.
- Volunteers are responsible for familiarising themselves with the host's policy on prohibited conduct and with the various options and internal channels available for addressing such conduct.

Inspired by the UN Volunteers Code of Conduct.

SCI Protocols

To manage prohibited conduct concerns, the *SCI Practical Procedures for Workcamps* document contains a set of procedures for setting up, running and managing a workcamp. These protocols address a process for reporting concerns, as well as practical procedures for ensuring problems are minimised.

A copy of the SCI Practical Procedures document can be requested from the International Secretariat at [info\[at\]sci.ngo](mailto:info[at]sci.ngo)

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