

## **International Movement ATD Fourth World Code of Conduct and Ethics**

### **Preamble**

The International Movement ATD Fourth World fully supports people in extreme poverty, remaining loyal to them at all times. For this reason, we keep their experiences, thoughts, and hopes in mind when planning and conducting all our activities.

This Code of Conduct and Ethics lays out principles and practices everyone involved in ATD Fourth

World's activities should follow. Such "stakeholders" include, but are not limited to, Volunteer Corps members, supporters, activists, employees, members of the Board of Directors, and anyone participating in ATD Fourth World activities and sponsored events.

Adhering to these guidelines will enable ATD Fourth World to continue earning the trust of people living in extreme poverty.

The present Code of Conduct and Ethics describes the rules of conduct that ATD Fourth World stakeholders must abide by.

### **1. Values, conduct and ethics**

Every ATD Fourth World stakeholder must:

- Abide by ATD Fourth World's values and ethics as outlined in our basic principles on the Commemorative Stone<sup>1</sup> in homage to the victims of ignorance, violence, and extreme poverty, as well as in ATD's Financial code of ethics<sup>2</sup>.
- Treat others with dignity and respect without inflicting harm. • Comply with ATD Fourth World's child protection policy<sup>3</sup>
- Respect a diversity of views and beliefs.
- Respect the local culture and customs of the countries where they travel or are located, providing that human rights are respected.
- Abide by the country's law where they are located.
- Zero tolerance for discrimination, harassment, racism, sexism, or any form of abuse, violence, and exploitation.
- Respect the right to control the use of one's image.

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<sup>1</sup> <https://www.atd-fourthworld.org/what-we-do/mobilizing-society/world-day-for-overcoming-poverty/>

<sup>2</sup> <https://www.atd-fourthworld.org/wp-content/uploads/sites/5/2015/03/Financial-code-of-ethics-of-ATD-Fourth-World.pdf>

<sup>3</sup> <https://www.atd-fourthworld.org/wp-content/uploads/sites/5/2023/02/2023-02-01-ChildProtectionPolicy-EN.pdf>

## **2. Conflicts of interest<sup>4</sup>, coercion and corruption**

Every ATD Fourth World stakeholder must:

- Abstain from using their status to exert pressure and/or obtain undue advantage or favours, be they economic, professional, political, or sexual.
- Abstain from accepting bribes or any other form of personal gain from members, partners, contracting parties or any person related to ATD Fourth World
- Report any actual or potential conflict of interest, in writing, to their team leader or to the person supervising activities or events in which they might be involved, as expressed in the International Movement ATD Fourth World Reporting Guidelines

## **3. Funding and donations**

Every ATD Fourth World stakeholder must:

- Trace the origin of funds they receive on behalf of ATD Fourth World.
- Notify the ATD Fourth World International Finance and Ethics Administration team (PAEFi) if a substantial amount of funding is received from a new funder.

## **4. Protection and proper management of ATD Fourth World's property**

Every ATD Fourth World stakeholder must:

- Ensure that no one uses ATD Fourth World's physical and intellectual property in a manner that is detrimental to people in extreme poverty.
- Protect ATD's physical and intellectual property from misuse, theft, fraud, and unlawful use.
- Follow appropriate accounting practices with an emphasis on honesty and integrity.

## **5. Responsible conduct**

Every ATD Fourth World stakeholder must:

- Ensure that their actions, and those of persons under their responsibility, do not harm those in extreme poverty, nor ATD Fourth World and its reputation.
- Abstain from drugs and alcohol, as required by local law.
- Always behave respectfully.

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<sup>4</sup>The term "conflict of interest" refers to a situation in which an individual or organisation has multiple interests, in relation to their position or responsibilities in a public body, company, association or foundation, etc. These interests may be incompatible and compromise decisions and actions.

## **6. Duty to Report and Reporting Guidelines**

Any ATD Fourth World stakeholder who wishes to report concerns about a potential violation of the Code of Conduct and Ethics must follow the International Movement ATD Fourth World Reporting Guidelines.

A report may be made by phone, email, SMS, or other means; however, speed is of the essence. When a report is made in person or over the phone, it must also be documented in writing through a private email, letter, or other confidential communication. The facts must be reported as precisely and objectively as possible. In addition, any supporting evidence must be submitted directly to the person receiving the report.

All reports will be treated confidentially. Anyone expressing their concerns will be protected from adverse treatment, provided the report was made in good faith. False allegations made deliberately constitute a disciplinary offence. It will lead to an investigation and will be dealt with accordingly.