

Safeguarding Policy of Vikas Sansthan

Why Safeguarding Policy for Children and Women is needed

VIKAS SANSTHAN operates in some of the most hostile environments and with the most vulnerable populations in the district of Firozabad and Agra in the state of Uttar Pradesh in India. We can never guarantee to safeguard each child at all times; however, we can and must commit ourselves to make every effort to do so. Safeguarding children, informing them of what they can expect from our representatives and having mechanisms for them to raise concerns are essential aspects of Vikas Sanstha's accountability to key stakeholders

The aim of the Child Safeguarding Protocol is to encourage more proactive, preventative ways to keep the children we work with safe from harm, as well as to set out the measures we take to report and respond to abuse when it occurs. VIKAS SANSTHAN must take steps at all levels to reduce the risks of harm to children in all areas of our work, including when those risks result from any failure on our part. Staffs are expected to provide an organizational environment in which these measures are implemented and the risks of harm to children are reduced.

Child & Women Protection Code of Conduct

It is important for all staff and others in contact with children and women to:

- be aware of situations which may present risks and manage them
- plan and organise the work and the workplace so as to minimise risks
- as far as possible, be visible in working with children and women
- ensure that a culture of openness exists to enable any issues or concerns to be raised or discussed



- ensure that a sense of accountability exists between staff so that poor practice or potentially abusive behaviour does not go unchallenged
- talk to children & women about their contact with staff or others and encourage them to raise any concerns
- Empower children & women - discuss with them their rights, what is acceptable and unacceptable, and what they can do if there is a problem.

In general it is inappropriate to:

- spend excessive time alone with children & women away from others
- take children and women to your home, especially where they will be alone with you.

Staff and others must never:

- hit or otherwise physically assault or physically abuse children and women
- employ children and women under 18 years of age
- develop physical/sexual relationships with children and women
- develop relationships with children & women which could in any way be deemed exploitative or abusive
- act in ways that may be abusive or may place a child & women at risk of abuse.
- take part in or promote child marriages.

Staff and others must avoid actions or behaviour that could be construed as poor practice or potentially abusive. For example, they should never:

- use language, make suggestions or offer advice which is inappropriate, offensive or abusive
- behave physically in a manner which is inappropriate or sexually provocative
- have a child/children and women with whom they are working to stay overnight at their home unsupervised
- sleep in the same room or bed as a child and women with whom they are working



- do things for children & women of a personal nature that they can do for themselves
- condone, or participate in, behaviour of children & women which is illegal, unsafe or abusive
- act in ways intended to shame, humiliate, belittle or degrade children & women, or otherwise perpetrate any form of emotional abuse, discriminate against, show differential treatment towards, or favour particular children & women to the exclusion of others

Mission Statement of VIKAS SANSTHAN

- VIKAS SANSTHAN aims to be a child & women safe organisation.
- Everyone associated with VIKAS SANSTHAN must be made aware of the problem and risks of child & women abuse and sexual exploitation for the children & women we work with.
- VIKAS SANSTHAN must do all that it can to prevent, report and respond to these issues

Highlights of the Safeguarding Policy of VIKAS SANSTHAN

- Separate toilet facilities for girls & boys with cynage. Availability of dustbin in the toilets
- Complaint box placed at the notice board of the organization. Affected person can placed their complaints in the complain box
- Information provided about safe and un safe touch during all kind of programme in the organization as a mandatory provision
- Anti Sexual Harassment Committee has been formed with 03 women members and 02 male members. Complaint results are being shared by the Director of the organization and needful action is being taken for the victims.
- Deputation of senior staffs during communities based activities
- Separate accommodation facilities for women & men during residential training programme & other activities of the organization
- The organization has been also capturing men / boys and transgender as part of the safeguarding policy
- Women staff has been deputed for communities level activities



- Women staff are not being send with male staff iin late evening and night
- Display of help Line Number in the notice board as well as common places at project operational areas of the organization - 112 - Child Care and 1098 Mahila Help line
- Information related to women & children exploitation is being placed at notice board on regular basis
- Respect women participation in all programmes
- Gender discrimination is being addressed by the organization
- Both Women and male members are engaged in activities especially if it is related to exposure or any other outdoor activities
- Staff members cannot stay in the house of targeted communities members especially in night
- Provision of 06 months leave for pregnant women staff in the organization
- Equal payment is being provided to women and men staffs for the same position
- No comments by the staff for any of the team members as well as for the community leaders
- Regular Capacity Building and awareness programme is being organized by the organization regarding provisions of safe guarding policy, gender discrimination and other kinds of exploitation
- All programme of the organization is being transparent for women and children
- Women leadership is being given by the organization
- After sunset, women team members are not allow to go outside for any kind of programme activities
- Awareness programme is being organized at communities' level on safe and unsafe touch.
- All rules & regulation of the organization has been well defined for the staffs of the organization like recruitment of team member, punishment for the staff, duty hours of the staff, time payment through NEFT / RTGS, promotion of the staff,

