

Volunteering with Foundation Human Nature

Code of conduct

Introduction

FHN's code of conduct outlines the ethical principles and behavioral guidance that each volunteer working with the organization should adhere to.

GENERAL BEHAVIOR

- Do not use drugs.
- Do not drink alcohol or use tobacco products during working hours at any of the project's sites.
- Promote human rights and equality.
- Avoid inappropriate contact with staff or community members. This includes all types of sexual or romantic relationships.
- Use the project's infrastructure appropriately, i.e. for project-related activities only.
- Use the internet appropriately, e.g. do not download illegal content.

VOLUNTEER DUTIES TOWARD THE COMMUNITY

- Show selflessness, humility and patience in your work. Do not expect or accept material compensation for your work from the community.
- Treat others like you would like to be treated yourself.
- Create a climate of mutual respect, trust and solidarity.
- Strive to get to know the socio-cultural context to understand people's behaviors, and to be able to provide feasible solutions.
- Show the values and ideals you pursue with your voluntary work through your attitudes, words and actions - on a day-to-day basis.
- Before taking a picture, always make sure the persons consents to it, including the use of pictures for the FHN website or social media. Ask the parents in case you wish to take pictures of their children.

VOLUNTEER DUTIES TOWARDS FHN

- Know FHN's vision and mission, as well as its activities and working methods.
- Make responsible use of any project-related goods that the organization entrusts you with.
- Work professionally and efficiently on the tasks you have been entrusted with. Always give your best.
- Have an open, humble and cooperative attitude towards the collaboration with FHN.
- Respect if FHN justifiably requests the termination of collaboration.

- Communicate with one month anticipation in case you wish to terminate the collaboration.
- Report possible irregularities detected.

VOLUNTEER DUTIES TOWARDS STAFF MEMBERS AND OTHER VOLUNTEERS

- Respect the dignity of staff members and other volunteers, recognizing the value of their work.
- Support each other by showing an openness and listening to one another.
- Encourage teamwork promoting communication and a pleasant work environment.
- Exchange experiences and suggestions with the aim of increasing efficiency and sustainability of the work carried out.
- Be accountable for your work and the work of the team.
- Facilitate the integration, training and participation of new volunteers.
- Promote companionship and avoid competitiveness.

Confidentiality and privacy statement

All information and data from staff, community members, volunteers or patients are considered private and confidential. The unauthorized use or disclosure of all confidential information and data by a volunteer is strictly prohibited.

By signing the contract, I accept the code of conduct and the confidentiality and privacy statement. I also understand that failure to comply with the above may lead to the immediate termination of my collaboration with FHN.

Name in print:

Signature:

Date: