



Volunteer Code of Conduct

External Standards

SVPI complies with the Sphere Handbook, Humanitarian Charter, which expresses agencies' commitment to these principles and to achieving the Minimum Standards. This commitment is based on agencies' appreciation of their own ethical obligations and reflects the rights and duties enshrined in international law in respect of which states and other parties have established obligations.

(<http://www.sphereproject.org/handbook/>)

SVPI complies with the Australian Government Department of Foreign Affairs and Trade (DFAT), Environmental and Social Safeguard Policy for the Aid Program, to minimise risk and ensure the aid program can be delivered effectively and efficiently. These safeguards are considered when planning, designing, delivering and evaluating all SVPI programs.

(<http://dfat.gov.au/aid/topics/aid-risk-management/Pages/environmental-and-social-safeguards.aspx>)

General Behaviour and Working with Others

Please keep in mind at all times that we are trying to establish a relationship of mutual trust and respect with the village communities and the local staff we work with. Your behaviour should have a positive impact on this.

Lewd behaviour or language, use of profanities (especially around children) will not be tolerated.

You will undoubtedly become good friends with the local staff who help us each day and these friendships are encouraged. However, incursions into the staffs' space or time are not appropriate.

During the program, we expect that you will become great friends with the other volunteers. Please be aware that bullying or any hostile remarks or behaviour towards other volunteers, staff and people in the villages will not be tolerated.

Dress Code

When we go out into the field each day we need to show respect to the local culture and dress accordingly.

The most appropriate clothes for volunteering are loose casual pants below the knee and a t-shirt/long sleeved shirt. Skirts also need to be below the knee.

Shoulders need to be covered. No singlets, tank tops, strappy, backless tops. No t-shirts with rude slogans or promoting alcohol. No tight or revealing clothes. No tights/leggings. No visible underwear or cleavage.

Anyone wearing inappropriate clothing will be asked to change.

We encourage you to wear the SVPI t-shirt provided to you during fieldwork, however, this is not compulsory. It is unacceptable to wear the SVPI t-shirt while engaging in 'off-duty' activities that may bring the reputation of SVPI into disrepute (e.g. consuming alcohol).

Photography and Social Media

The local people generally love to have their photographs taken, but photographs need to be respectful and ethical. The signing of this document indicates that you have read and agree to abide by SVPI's Ethical Photography Guidelines

Personal Information & privacy

Any personal information obtained by SVPI is held in a safe and secure location, and that access to my personal information is limited to SVPI staff for project-related purposes only.

The signing of this document indicates that you have read and agree to abide by SVPI's Privacy Policy.

Child Protection

SVPI adheres to statutory laws in Australia and foreign countries regarding child exploitation, child pornography and the abuse of children.

The signing of this document indicates that you have read and agree to abide by SVPI's Child Protection Policy and that you agree to:

- Adhere to the policies of SVPI to protect the rights of children in all aspects of my deployment.
- Acknowledge and accept the guiding principle that protection of the child is in all cases the over-riding consideration.

Laws & Customs of Host Country

The signing of this document indicates that you agree to:

- Abide by all the laws, customs, regulations and employment requirements of the host country unless otherwise contradicting Australian or SVPI standards. Also, to abide by the laws and regulations of Australia.
- At all times show respect and act respectably towards women and acknowledge gender and power differences in the community. Treat women appropriately with respect to their culture and traditions.
- Avoid involvement in party politics and refrain from public comment and/or demonstrations on political and religious matters.
- Respect the symbols of nationalism and religious practices.
- Acknowledge that unauthorised possession or use of narcotic or hallucinogenic drugs is illegal in all countries and that possession or use of illegal drugs may result in immediate termination of my involvement with SVPI.

Security Risks & Emergencies

The safety of our volunteers is SVPI's first priority. It is important that you ensure that SVPI staff and staff of our in-country partners know where you can be contacted at all times, especially in the event of any security risk or emergency.

The signing of this document indicates that you agree to:

- Exercise all reasonable caution when undertaking any activities that may result in harm or injury to myself or others.

And that you have:

- Read and understood the country/regional security information supplied on the 'Smart Traveller' DFAT website.
- Read and understood SVPI's Risk Register.

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Signature

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Print Full Name

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Date