

 **CODE OF CONDUCT FOR STAFF, VOUNTEERS AND STAKEHOLDERS**

**Introduction**

Kisoboka Africa is an organization that ensures financial inclusion and youth economic empowerment especially in underserved communities of Uganda.

This code of conduct is intended to provide guidance to all staff, volunteers, development partners and all stakeholders to ensure appropriate interactions and behaviors especially when interacting with children and vulnerable adults.

This is not an exhaustive list but it should serve as a guideline to ensure appropriate behavior.

**Our values**

* Sustainability

We work to build sustainable systems with in community that enable members to develop to their full potential

* Equity

In whatever we do we are promoting fairness through working with underserved communities for development purpose

* Community Led

In planning, designing, implementation and monitoring of all our programs, we ensure involvement of all beneficiaries and stakeholders to ensure relevant programs

* Team work

“If you want to move fast move alone, if you want to move further move together”. We believe in this saying and always encourage beneficiaries to work in groups to develop themselves. We also believe in working with all stakeholders and partners in ensuring development.

* Accountability.

We ensure transparency to every stakeholder we deal with including development partners, local leaders, and beneficiaries to ensure accountability of all funds, resources and activities



**Our Behavioral standards**

**ROLES**

* Maintain clear and appropriate roles when interacting with beneficiaries, staff and all stakeholders.
* Avoid acting as a peer or guardian when interacting with the children and vulnerable adults that we work with.
* Act consistently with your role as described to you by Kisoboka Africa

**POWER**

* Use your influence and authority to promote healthy development of beneficiaries, staff and all stakeholders.
* Be alert to power imbalances between the beneficiaries, staff and stakeholders.
* Put the well-being of all beneficiaries before your own.

**ACCOUNTABILITY**

* Always act in the best interest of the beneficiaries, staff and stakeholders.
* Take responsibility for the impact of your actions on beneficiaries, stakeholders and staff.
* Actively support others in the effort to meet these behavioral standards.
* Communicate concerns about possible misconduct to the appropriate persons.
* Seek and accept assistance for personal issues before they impact on the beneficiaries, staff and stakeholders.

**BOUNDARIES**

* Establish and maintain healthy boundaries to ensure interactions with beneficiaries, staff and stakeholders are safe, healthy and positive.
* Promote clear boundaries in all relationships with all beneficiaries, staff and stakeholders.
* Be alert to the comfort zones of all beneficiaries, staff and stakeholders.

**In order to put this into practice we shall ensure the following**

* We shall set up a standard behavior committee headed by a focal person that will handle all cases related to violation of standard behaviors.
* Every new staff, volunteers and interns will be taken through these standard behavior guidelines. All development partners, funders and other stakeholders that get in contact with our beneficiaries will also be taken through this and made to sign a copy.
* We shall have a through recruitment process that includes vetting potential candidates to ensure they meet our standard behaviors. We shall also post the standard behaviors on all our media platforms for easy access by every one

Name: ……………………………………………………………..

Signature: ………………………………………………………………

Date: ………………………………………………………………………..