



Maltas Ordeņa Palīdzības Dienests

CODE OF CONDUCT FOR THE SAFEGUARDING OF CHILDREN AND VULNERABLE ADULTS

Our organisation

The purpose of Maltas Ordeņa Palīdzības Dienests (MOPD) is to unite persons who, on the basis on the Catholic faith and the spiritual foundation of the Order of Malta, wish to serve as volunteers, and realise Christian charity in a contemporary way.

The MOPD's activities are focused on charity-based purposes that serve the common good:

- promotion of public health care;
- promotion of youth and old people's welfare;
- promotion of education, training and student aid;
- promotion of welfare;
- promotion of aid for people who are politically, ethnically or religiously persecuted, for persons who have experience flight or for displaced persons;
- promotion of rescue from danger to life;
- promotion of danger and civil protection;
- promotion of development cooperation;
- promotion of civic engagement for charitable, benevolent and ecclesiastical purposes.

Principles

The MOPD respects the principles of the Universal Declaration of Human Rights and the UN Convention on the Rights of the Child in all its projects involving vulnerable adults and minors. In pursuing its social objectives, MOPD contributes to promoting and protecting the rights of all human beings.

Scope of this document

This document applies to all those working with the MOPD, as employees, collaborators, volunteers on projects and activities that directly involve minors and



vulnerable adults. Its purpose is to ensure the protection of all beneficiaries involved in these activities from abuse of any kind.

Definitions

Child: By “child” we mean all people under the age of 18, unless, under applicable legislation.

Vulnerable adult: individual aged 18 years and over who is at greater risk of significant harm due to factors such as gender, age, mental or physical health, or as a result of poverty, inequality or experience of displacement or crisis.

Abuse: Any action or inaction that harms others. It can include physical abuse, emotional abuse, sexual and economic abuse. And any form of neglect of the person or degrading treatment to which the beneficiary may be subjected by the staff, volunteers, other beneficiaries or other persons. It also includes online and / or mobile technology abuse.

Child abuse: Any act that causes real or potential harm to a child of either gender, in the form of physical abuse, psychological violence, sexual abuse, abandonment (or neglect), or exploitation for commercial gain or any other purpose.

Child maltreatment: Child maltreatment is defined by the World Health Organisation as follows: all types of physical and/or emotional ill-treatment, sexual abuse, neglect, negligence as well as sexual or other exploitation which result in actual or potential harm to the child's health, survival, development or dignity in the context of a relationship of responsibility, trust or power.

The MOPD's child and vulnerable adults' protection commitments and policies

MOPD adopts a high degree of vigilance when selecting collaborators. In particular, staff is selected by focusing on their educational attitude, skills and knowledge on the specific issues related to the rights and appropriate behaviour that apply when working in contact with children and vulnerable adults. The MOPD's commitment to child and vulnerable adults' protection is such that it also extends to:

- raising awareness of the issues related to abuse and sexual exploitation;
- minimising the risks in order to prevent potential harm to minors and vulnerable adults creating an environment where their rights are always protected and potential abuses prevented;
- taking effective action to report any abuse cases to the relevant authorities.



The code of conduct

In order to perform activities that involve children and vulnerable adults, MOPD requires all volunteers and employees to comply with the following code of conduct:

MOPD staff and volunteers:

Must:

- present a legal statement provided by Tribunal that he/she doesn't have legal punishment in the field of sexual violence and child abuse
- maintain upright moral and professional conduct;
- recognise the equal dignity of all minors and vulnerable adults and interact with them accordingly, regardless of sex, race, language, religion, political opinion or personal and social situation;
- encourage beneficiaries to participate in a way that also helps them develop their capacity for self-protection;
- recognise and conform to the implicit codes of various cultures in terms of family privacy and dignity;
- report all cases of abuse, in compliance with the internal procedures and with those laid down by existing legislation.

Must not:

- exhibit behaviours that set a bad example especially to minors;
- act in ways that may place the beneficiaries at risk of exploitation, maltreatment or abuse;
- tolerate illegal or abusive behaviour towards beneficiaries, or behaviour that puts their safety at risk;
- behave towards beneficiaries in a discriminatory, humiliating or offensive way;
- behave towards beneficiaries in a way that is ambiguous or provocative, also in the sexual sphere;
- behave towards beneficiaries in a way that might in any way impede their healthy personal and socio-relational development;
- conduct relationships with beneficiaries that can be interpreted as constituting exploitation, maltreatment or abuse;
- use inappropriate, offensive or discriminatory language in the presence of beneficiaries;
- use personal online communication (email, chat, social networks etc.) for the purpose of exploiting or molesting minors;



- give a beneficiary money or any other item outside the parameters and scope of the projects, or without the knowledge of one's own coordinator.

MOPD ensures that all volunteers and employees who will be working in direct contact with minors and vulnerable adults are presented with this Code of Conduct for safeguarding children and vulnerable adults upon signing their volunteering / employment contract and that they respect the regulations and principles of this Code of Conduct, and must report any non-compliant behaviour.

Monitoring

In order to minimise abuse, harm and liability, the Board and Secretary General of MOPD establish and maintain a system to monitor the application of the Code of Conduct in practice; and regularly checks and updates the Code of Conduct.

Confidentiality and Privacy

All MOPD activities shall be conducted in full compliance with the principles of confidentiality and protection of data and information regarding children and vulnerable adults.

MOPD has taken the necessary and appropriate measures to best protect minors and vulnerable persons according to the legislation in place.

All persons who are subject to this Code are required to comply fully with the directives issued by MOPD on processing of personal data.

Any confidential information of which persons subject to this Code of Conduct become aware in the process of undertaking their respective activities must neither be shared outside the MOPD nor used to serve any personal ends, such as achieving a privileged position or obtaining benefits.

Use of images

MOPD adopts an image-use policy for minors and vulnerable adults that ensures that they are respected as individuals.

The policy is based on the following rules:

- before any images of a beneficiary may be used, permission must always be requested from him/her, the parents or legal guardians, who must also be informed of the intended use of the image;
- if the permit is refused, the decision of the beneficiary, parents or legal guardians must be made appreciated;
- any photograph taken of a beneficiary must respect his or her dignity and privacy;



- images of children and vulnerable adults in sexually suggestive poses or in some way harmful to their dignity and privacy are unacceptable;
- the uploading onto the internet of any data related to a minor or vulnerable adult that may compromise their safety is not permitted.

Action

In cases of non-compliance to this Code of Conduct, MOPD will take suitable action with regard to the employee or volunteer, and, if necessary, report the transgression in question to the appropriate authorities.