Development Organisation of the Rural Poor, DORP  
36/2, East Shewra Para, Mirpur, Dhaka-1216  

Child Safeguarding Policy

Introduction

DORP believes in Healthy & Secured Life for all. We work for the disadvantaged people and low income group for improvement of their socio-economic, educational and health status. Their security is a major concern of the organisation. Under this context this policy has been prepared and adopted to ensure safeguard of children the future citizens and leaders of the country.

Title

Title of this Policy is “DORP Child Safeguarding Policy”

Scope and Validity

This mandatory policy applies to all employees, interns, volunteers, partner organisations, consultants, executive members that are associated with DORP. In this policy these people are referred to as DORP staff and associates.

Definitions

A. Child or Children: Anyone under 18 years of age.
B. Child Abuse: Anything which individuals, institutions or processes do or fail to do which directly or indirectly harms children or damages their prospect of safe and healthy development into adulthood. The main categories of Child Abuse are Physical Abuse, Emotional Abuse, Neglect/Negligent Treatment and Sexual Abuse/Sexual Exploitation.

1. Physical Abuse: The use of physical force that causes actual or likely physical injury or suffering (e.g., hitting, shaking, burning, female genital mutilation, torture).

2. Emotional abuse: Any humiliating or degrading treatment such as bad name calling, constant criticism, belittling, persistent shaming, solitary confinement and isolation.

3. Neglect/Negligent Treatment: Persistent failure to meet a child’s basic physical and/or psychological needs, for example by failing to provide adequate food, clothing and/or shelter; failing to prevent harm; failing to ensure adequate supervision; or failing to ensure access to appropriate medical care or treatment.

4. Sexual Abuse/Sexual Exploitation: All forms of sexual violence, including incest, early and forced marriage, rape, involvement in pornography, and sexual slavery. Child sexual abuse also may include indecent touching or exposure, using sexually explicit language towards a child and showing children pornographic material. Sexual Exploitation is any actual or attempted abuse of a position of vulnerability, differential power, or trust, for
sexual purposes, including, but not limited to, profiting monetarily, socially or politically from the sexual exploitation of another. The sexual exploitation of a child who is under the age of consent is child sexual abuse and a criminal offense.

C. **Representatives of DORP:** Employees, volunteers, interns, consultants, executive members, Partner organisation and others who work with DORP the Children’s behalf, visit DORP’s programs, or who have access to sensitive information about children in DORP’s activities.

D. **Child Safeguarding:** The set of policies, procedures and practices that we employ to ensure that DORP is a child safe organization.

1. **Establishing Child Safeguarding Structure within the organization:**

All Representatives of DORP are expected to conduct themselves in a manner consistent with this commitment and obligation. Any violations of this policy will be treated as a serious issue and will result in disciplinary action being taken, including termination and any other available legal remedy.

In furtherance of this Policy, DORP will adopt Procedures, described below, to promote:

a. **AWARENESS**

**STAFF**

- Mandatory training on Child Safeguarding and Code of Conduct
- Arrange Refresher training at least once in a year;
- Child Safeguarding as a regular agenda in staff meeting
- Build further awareness through using the Bangla version of the Child Safeguarding Policy and Code of Conduct.
- Periodic orientation using innovative methods like quiz competition, special presentation in the meeting etc.

**VOLUNTEERS**

- Mandatory training on Child Safeguarding and Code of Conduct during the volunteer induction
- Arrange Refresher training at least once in a year;

**BENEFICIARY**

- Discussion on Child Safeguarding while children are contacted, e.g. during children’s gathering and community meeting
- Ensure child safeguarding issues are discussed in beneficiaries meetings/ gatherings
- Sharing/ showing IEC materials (using the poster on unacceptable behavior)
- Posters, pictorial images and child-friendly materials to help the beneficiaries understand the child safeguarding issues, including how to report concerns.
b. Prevention of Child Abuse: Striving, through awareness, good practice and training, to minimize the risks to children and take positive steps to help protect children who are the subject of any concerns.

3. Reporting of Child Abuse: Ensuring that all Representatives know the steps to take and whom to contact where concerns arise regarding the safeguarding of children.

- Build a reporting mechanism to receive concerns and complains of child abuse.
- Designate “Child Safeguarding Focal Points” at appropriate geographical/operational unit level. PD/PM works as Project Focal Point.
- Focal points contact details are displayed in the visible places of all office/ center/ school/ meeting place for lodging complains/concerns pertaining to child safeguarding.
- Establish a reporting protocol
- Report incidents/concerns to SCI immediately but not later than 24 hours.
- To incorporate Child Safeguarding into M&E mechanisms.
- Quarterly situation update on Child Safeguarding

d. Responding to Child Abuse: Engaging in action that supports and protects children when concerns arise regarding their well-being; supporting those who raise such concerns; investigating, or cooperating with any subsequent investigation; and taking appropriate corrective action to prevent the recurrence of such activity.

RESPONDING

- Each and every concern is reported to the head (Chief Executive Officer/ Chairman) of the organization
- Chief Executive Officer / Chairman works with DORP to respond
- Each child safeguarding allegations/ concerns is recorded properly and investigated through formal committee
- Action is taken in line with the committee recommendation
- Concerned organisation (if any) is updated on the final actions.
- Case closure report to concerned organisation (if any).
- Yearly case log is maintained

e. Training to Promote Awareness of Child Safeguarding Obligations: Ensuring that all Representatives are notified of and made aware that they are expected to comply with the policy.

2. Policy to Comply with Applicable Laws and Regulations.

This Policy to ensure compliance with countries local child welfare and protection legislation. Whichever affords protection, and with law, where applicable. The requirements of this Child Safeguarding Policy are in addition to applicable legal requirements.
3. **Policy Regarding Sexual Activity with Children.**

This Policy is applicable in case of any individual under the age of 18 is a child and is “underage”, regardless of the legal age. An underage child cannot legally give informed consent to sexual activity. Sexual activity with a Child with or without their consent will be treated as a serious issue and will result in disciplinary action being taken, including termination, and the pursuit of any other available legal remedy.

Consensual sexual activity with a child over the legal age of consent, but below 18 years will be treated as a serious issue and may result in disciplinary action being taken, including termination, and the pursuit of any other available legal remedy.

4. **Policy on Accountability of DORP Management**

DORP Management is committed to taking all appropriate corrective actions, including disciplinary, legal or other actions in response to any violation of the Child Safeguarding Policy, with respect to relevant individuals (including those who committed a child safeguarding violation and/or anyone who knew of such child safeguarding violation but failed to act), and taking steps following any findings of a violation of the Child Safeguarding Policy to review the applicable policies, procedures, and protocols to identify and address any gaps or weaknesses.

5. **Policy on Confidentiality in Child Safeguarding Matters**

DORP has a duty to manage sensitive information in a manner that is respectful, professional and that complies with the applicable law. Staff must keep all information about any suspected or reported incidents strictly confidential, and must divulge that information to a Human Resources team and any other senior staff directly involved in the investigation except as may be required by country law.

6. **Binding**

This policy is a binding upon all DORP staff and implementation in totality is mandatory.

(Md. Haidar Ali Khan)
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