

## Code of Conduct

The work of CKU is based on core Christian values. CKU expects staff, member organizations, partner organizations, employees of these organizations and development workers supported by CKU and member organizations (in the following referred to as *CKU representatives*) to embrace the following ethical norms and standards to which CKU is committed.

### **Involvement of intended target groups/beneficiaries**

Development assistance is offered to all irrespective of gender, race, ethnic origin, nationality, religion, culture, sexual orientation, psychological, disability, social status or political affiliation. However, some interventions and activities may target specific beneficiaries such as women, children and minority groups (including religious minorities) and other marginalized groups.

Beneficiaries should be actively involved in the preparation, planning, implementation and evaluation of development interventions and activities relevant to them.

Development interventions and activities should be planned in an inclusive way so that people with disabilities or special needs can participate in relevant events e.g. consideration should be given as to whether or not they are able to reach and access facilities used for training activities, service delivery etc.

Members of other Christian denominations, followers of other religions and non-believers should be treated with respect. Evangelization cannot be supported by Danish public funds. However, member churches and organizations may support missionary and evangelical activities with their own private funds.

### **Interaction with target groups/beneficiaries**

CKU representatives must treat all people with respect and dignity and challenge any form of bullying, harassment, discrimination, intimidation, exploitation, or abuse. Representatives must ensure assistance is delivered in a way that is safe, appropriate and equally accessible, and they should maintain an environment that protects and prevents violence, harm, and abuse or any type including child abuse, gender-based violence, and harassment.

The dignity and integrity of beneficiaries should always be respected. This applies, in particular, to poor and suffering individuals whose plight should never be exploited or exposed for fundraising or other purposes.

Beneficiaries should not be asked to do favours or offer gifts or undue services, sexual or otherwise, as a condition for receiving assistance. CKU representatives should not accept such services, favours or gifts.

CKU safeguarding policy prescribes a zero tolerance towards sexual harassment, exploitation, and abuse (SHEA). The purpose of the policy

- Is to ensure that everyone involved in international activities on behalf of CKU work in a responsible manner and with a high standard of personal and organizational integrity.
- Is to outline the actions to be taken in the event of suspicion or certainty of any form of harassment, exploitation, and abuse, sexual or otherwise in connection with the international work implemented by CKU.
- Is to create an environment in CKUs international activities where all staff, volunteers and community members/beneficiaries feel safe and are respected.

### **Administration and stewardship of resources**

CKU representatives are also expected to show responsible stewardship of God given natural, material, financial and human resources and contributions – local as well as external, and private as well as public. Funds and assets made available for specific development interventions and activities should not be used for any other purposes.

CKU representatives are expected to respect God’s creations by avoiding any unsustainable exploitation of natural resources and by minimizing any possible harmful environmental effects from planned development interventions and activities.

CKU representatives are expected to adhere to national laws, rules and regulations when implementing development interventions and activities e.g. tax and employment legislation and obligations. They are also expected to respect international human rights conventions, including labour conventions and declarations concerning the rights of women, children, indigenous people, persons with disabilities and other disadvantaged groups.

If CKU representatives or implementing partner organization during course of implementation of project discovers any link whatsoever with any organization or individual associated with terrorism, it must be reported to CKU and the Danish Ministry of Foreign Affairs immediately. CKU representatives must secure that no transaction made in relation to a project will - directly or indirectly - benefit a person, group or entity subject to restrictive measures (sanctions) by UN or the EU.

### **Conflict of interests**

CKU representatives must perform their duties and conduct their private life in a manner that avoids possible conflicts of interest with the work of CKU. Any financial, personal, family (or close intimate relationship) interest in matters of the official business which may impact on the work of CKU must be declared.

CKU can not accept nepotistic behaviour including the preferential treatment of close or extended family members, relatives, friends, members of the same clan, ethnic group or specific religious or political group.

CKU does not tolerate any kind of fraud, corruption and misuse and mismanagement of funds made available for poverty reduction (see CKU Anti-fraud and Anti-corruption Code of Conduct).

CKU can in no way accept bribes or unauthorized payments including “facilitation payments” (also called “speed” or “grease payments”) offered in order to secure or expedite routine private or public services, which the partner churches and organizations are entitled to.

If member and/or partner churches and organizations have well-founded suspicions or proof of fraud, corruption, blackmailing, misuse and/or mismanagement of funds theft of project assets etc.; they are expected to report such cases immediately to CKU for further action in accordance with the CKU Anti-fraud and Anti-corruption Code of Conduct.

**Confidentiality and privacy**

CKU representatives shall use discretion when handling sensitive, confidential, and/or proprietary information. Unauthorized disclosure of confidential information during the period of employment or association with CKU or after leaving CKU is strictly prohibited.

Approved by CKU Board  
November 10, 2022