

Safeguarding of Children and Adults at Risk

**Policy number:
LEG-POL-04-2019**

Effective as of September 2019

General Objective:

This Policy reinforces CIMMYT's commitment to act in the best interest of any Child and any Adult at Risk, defined as set forth in Annex I to this Policy. CIMMYT commits to cause no harm to any Child or Adult at Risk with whom it comes into contact through CIMMYT activities. This Policy states CIMMYT's expectations regarding the standards of conduct for Team Members and Partners with every Child and Adult at Risk and defines prohibited conduct.

Scope:

This Policy applies to all CIMMYT staff, students, visiting scientists, (collectively "Team Members"), and to grantees, sub-grantees, partner organizations, contractors, subcontractors, visitors, outside experts, consultants, agents, representatives, and any other organization or individual acting on CIMMYT's behalf, at CIMMYT's direction or with CIMMYT funding (collectively, "Partners").

Policies:

1. Standards of Conduct for Safeguarding of Children and Adults at Risk

- 1.1. Consistent with its mission, CIMMYT expects its Team Members and Partners to observe the global standards established in the [UN Convention on the Rights of the Child \(the "Convention"\)](#), and to extend these standards to Adults at Risk ("Standards"):
 - 1.1.1. To treat each Child and Adult at Risk with respect and dignity;
 - 1.1.2. To recognize, promote and protect the rights of every Child and Adult at Risk;
 - 1.1.3. To act always in the best interests of the physical and emotional well-being of every Child and Adult at Risk;
 - 1.1.4. Never to engage in conduct that could give the perception of being humiliating, degrading, aggressive, abusive, coercive or exploitative of any Child or Adult at Risk;

- 1.1.5. Never to engage a Child or Adult at Risk in any form of sexual activities or acts, including the exchange of money, employment, goods or services for sex, including sexual favors, with or without consent;
 - 1.1.6. Never to form an intimate, or any other relationship with any Child or Adult at Risk that could be deemed exploitative or abusive;
 - 1.1.7. Never to use with any Child or Adult at Risk their power or position to request or demand payment, privilege or any other benefit, nor to withhold services, or give preferential treatment;
 - 1.1.8. To minimize the risk to every Child and Adult at Risk of physical or emotional harm, abuse or exploitation by others; and
 - 1.1.9. To report, as required under Section 3 below, any suspicion that any Child or Adult at Risk is being harmed, abused, or exploited.
- 1.2. CIMMYT has zero tolerance for and abhors exploitative or abusive conduct towards any Child or Adult at Risk, which includes actual, proposed, or attempted conduct that is or could be perceived as being physically, emotionally, or verbally abusive, or sexually exploitative or neglectful.

2. Compliance

- 2.1. CIMMYT intends to ensure compliance with this Policy under applicable laws and funder requirements. If a discrepancy arises between this Policy and the requirements of any law or funder, the higher requirement prevails during the relevant performance.
- 2.2. CIMMYT ensures compliance with this Policy through:
 - 2.2.1. Pre-hiring screening of Team Members;
 - 2.2.2. Awareness training (initial and periodic) for Team Members with responsibilities that include potential contact with any Child or Adult at Risk, accompanied by a written certification of their understanding of Policy obligations;
 - 2.2.3. The advance design by each Activity or Project, Research Program, or CIMMYT Unit of protections to ensure the safety, dignity, and well-being of every Child and Adult at Risk, and the implementation of operational procedures to minimize the risks of harm to any Child or Adult at Risk;
 - 2.2.4. The inclusion of obligations in agreements with Partners to confirm adherence to this Policy and specific laws and additional funder-required safeguards;
 - 2.2.5. Stipulating that taking images, interviews, and videos of any Child or Adult at Risk may occur only following a thorough review of the potential impact on their safety, dignity, and well-being, and implementing procedures to ensure respect for their privacy in compliance with applicable laws (see also the Ethics in Research Policy);
 - 2.2.6. Only obtaining and using identifiable images and stories of any Child or Adult at Risk following informed consent from their parent/guardian in writing or otherwise documented;
 - 2.2.7. Requiring that, for any Child over fourteen (14) years of age, and for any Adult at Risk, informed consent also is obtained directly from the individual (in writing, when possible);
 - 2.2.8. Not disclosing identifying information of any Child or Adult at Risk without written permission from their parent/guardian unless the sole reason for such disclosure is their well-being or protection;
 - 2.2.9. Appropriate, secure storage of personal identifying information of the Child or Adult at Risk.
 - 2.2.10. Stipulating that CIMMYT'S computers, cameras, telephones, video recorders, or network systems must not be used to view or share sexually explicit images;
 - 2.2.11. Requiring that beneficiaries and communities served (including Children and Adults at Risk, where applicable) are informed about CIMMYT's commitments under this Policy and how to report any suspected misconduct by CIMMYT Team Members or Partners;
 - 2.2.12. Having in place procedures for the receipt and recording of donations;

- 2.2.13. Making required reports of credible disclosures under this Policy. If a report includes allegations of criminal misconduct, General Counsel advises on its disclosure to law enforcement and manages subsequent cooperation by CIMMYT;
- 2.2.14. Advance due diligence on, and periodic compliance monitoring of, Team Members and Partners;
- 2.2.15. Removal of access to any Child or Adult at Risk for any Team Member or Partner who is the subject of a good-faith report or investigation under this Policy; and
- 2.2.16. Ensuring that any victims (and alleged victims) of breaches under this Policy receive timely referrals for appropriate support, such as medical or psycho-social services.

3. Reporting Obligation

- 3.1. CIMMYT Team Members and Partners must report any violation of the Standards against any Child or Adult at Risk that is suspected or witnessed in the performance of CIMMYT's activities.
- 3.2. Under the CIMMYT Whistleblowing Policy [full document link]:
 - 3.2.1. Reports are reviewed immediately for credibility, referred for investigation and resolved with appropriate discipline;
 - 3.2.2. Available methods of reporting are identified (including anonymous);
 - 3.2.3. All reports of abuse or exploitation are reviewed independently. When determined to be potentially credible, such reports are investigated fully by trained investigators, reported to funders in accordance with funder requirements, and, where applicable, reported to law enforcement authorities; and
 - 3.2.4. CIMMYT has zero tolerance for retaliation against a Reporter. Any person who makes a good-faith report of suspected misconduct is protected from retaliation regardless of the case disposition.

4. Policy Violations

Team Members who violate this Policy are subject to disciplinary action, including possible termination of the Team Member's employment contract. Partners may have their agreements terminated and be prohibited from working with CIMMYT in the future. CIMMYT will cooperate with authorities in matters referred for criminal prosecution.

Annex I – Definitions

Adult at Risk: CIMMYT has adopted the United Kingdom Department of Health and Social Care definition: *"someone aged 18 years or over who is or may be in need of community care services by reason of mental or other disability, age or illness; and who is or may be unable to take care of him or herself, or unable to protect him or herself against significant harm or exploitation"*.

Child: is defined in the Convention as *"[a] human being below the age of eighteen years unless, under the law applicable to the child, majority is attained earlier."*

Harm: violence, physical, sexual, or emotional abuse, neglect, maltreatment, or exploitation of Children or Adults at Risk.

Safeguarding: proactive steps by CIMMYT Team Members and Partners to prevent Harm to the wellbeing of any Child or Adult at Risk, through careful review of CIMMYT's operations and work practices that impact the welfare of Children and Adults at Risk.