



Child Protection Code of Conduct

All volunteers at Cambodian Organization for Living and Temporary-care (COLT), must read and sign the Child Protection Code of Conduct prior to having contact with any child under the care of Cambodian Organization for Living and Temporary-care.

- All children are to be respected and given proper care at all times to ensure the children's safety and well-being.
- No volunteer or visitor shall use, abuse or exploit the children in any way. This includes physical, sexual or emotional abuse or negligence.
- All children discipline matters shall be the responsibility of appointed members of staff. No volunteer or visitor shall discipline a child or children in any way. Any concerns of improper behavior by a child or children shall be reported to the Shelter Manager or appointed members of staff.
- No volunteer or visitor shall act flirtatiously with any child or children or touch any child or children inappropriately. Inappropriate touching shall include, but is not limited to, touching children in areas that are normally covered by shorts and shirt and picking up, lap-holding, hugging, kissing or tickling inappropriately.
- No volunteer or visitor shall hit or otherwise physically assault or physically abuse a child or children.
- No volunteer or visitor shall develop physical/sexual relationships with a child or children.
- No volunteer or visitor shall develop relationships with a child or children that could in any way be deemed exploitative or abusive.
- No volunteer or visitor shall act in ways that may be abusive or may place a child or children at risk of abuse.
- No volunteer or visitor shall use language, make suggestions or offer advice that is inappropriate, offensive or abusive.
- No volunteer or visitor shall behave physically in a manner that is inappropriate or sexually provocative.
- No volunteer or visitor shall do things for a child or children of an intimate nature that they can do for themselves.
- No volunteer or visitor shall act in ways intended to shame, humiliate, belittle or degrade a child or children, or otherwise perpetrate any form of emotional abuse.
- No volunteer or visitor shall discriminate against, show differential treatment or favor to a particular child or children to the exclusion of others.
- No child or children shall be taken to an area out of direct staff supervision.
- Volunteers or visitors are not permitted to remain alone with any child or children and at no time shall a staff member leave a child or children unaccompanied when a volunteer or visitor is present.
- When practical and possible, two or more adults shall supervise all activities involving a child or children.
- No adult is permitted to sleep in the same room or bed as a child or children.



- At no time shall a child or children be permitted to stay overnight with an adult at their home, hotel, or other form of housing off the property of the Cambodian Organization for Living and Temporary-care.
- The adult is always considered responsible for maintaining an appropriate relationship, even if a child behaves inappropriately. Adults should not place themselves in compromising or vulnerable positions.
- It is not permissible for volunteers or visitors to take photographs or video footage of children, youth or project locations without prior authorization from the Shelter Manager; in which case strict regulations will be implemented on the nature of how photographs are taken and used.
- Volunteers or visitors at Cambodian Organization for Living and Temporary-care shall not disclose any information (names of children, names of staff, events, locations, stories of specific children, etc.) relating to children, youth or member organizations that are considered confidential and/or internal to any outside party. This includes verbal disclosure, distributing internal documents, sharing project locations and posting information on the internet.
- Inappropriate behavior towards a child or children, or breach of the Child Protection Code of Conduct is grounds for discipline, up to and including dismissal from employment, volunteer/ internship, or board/advisory council membership.

Declaration of Commitment

- I have read and understand the Child Protection Code of Conduct.
- I will follow the procedures and protocols as provided for and defined by the Child Protection Code of Conduct.
- I will immediately report any unusual or abusive behavior toward a child to the Shelter Manager.
- I have not been accused or convicted of any offense involving physical or sexual abuse of children or young people.

I understand that if a complaint is brought against me regarding the abuse of children while engaged in activities at Cambodian Organization for Living and Temporary-care, the allegation will be thoroughly investigated in cooperation with the appropriate authorities, including but not limited to report made to the relevant national embassy.

Name: _____

Nationality: _____

Passport No.: _____

Date: _____

Signature: _____

