1. General Safeguarding Policy

1.0 Purpose

Elpida Rising Foundation Uganda is committed to creating a safe environment for all individuals interacting with our programs. This policy outlines our commitment to protecting beneficiaries, staff, volunteers, and community members from harm, abuse, neglect, or exploitation.

2.0 Scope

This policy applies to all full-time and part-time staff, board members, local and international volunteers, contractors, and partner organizations.

3.0 Core Principles

Zero Tolerance: We have a zero-tolerance approach to any form of physical, emotional, sexual, or financial abuse or exploitation.

Equal Protection: All individuals, regardless of age, disability, gender, racial heritage, religious belief, or sexual identity, have a right to equal protection from all types of harm.

Shared Responsibility: Safeguarding is everyone's responsibility. All representatives must immediately report any suspicions or allegations of abuse.

4.0 Reporting and Response Mechanism

Designated Officer: The organization shall appoint a designated Safeguarding Officer responsible for receiving and handling all reports.

Confidentiality: All reports will be handled with strict confidentiality to protect both the victim and the integrity of the investigation.

Action: Any breach of this policy will result in immediate suspension pending an investigation, and may lead to termination of contract or involvement of local law enforcement authorities.

2. Child Protection Policy

1.0 Purpose

Recognizing that our primary beneficiaries include highly vulnerable youth and children with physical and learning disabilities, this policy establishes strict boundaries to ensure their physical and psychological safety.

2.0 Definitions

A "child" is defined as anyone under the age of 18, in accordance with Ugandan law and international conventions.

3.0 Guidelines for Interaction

The Two-Adult Rule: A single staff member or volunteer should never be alone with a child behind closed doors or in an isolated area.

Appropriate Physical Contact: Physical contact must be kept to appropriate, public, and culturally acceptable gestures (e.g., handshakes, high-fives).

Gifts and Money: Staff and volunteers must not give personal gifts or money directly to individual children. All donations must be channeled through the official foundation administration to ensure equity.

4.0 Media and Photography Rules

Informed Consent: Photographs or videos of children must only be taken with the documented, informed consent of their parent or legal guardian.

Dignity: Images must never depict children in a state of undress, extreme distress, or in a way that compromises their dignity.

Anonymity: When sharing case studies or stories, the child's full name and exact location should be anonymized or protected to prevent targeting.

3. Volunteer Code of Conduct

1.0 Introduction

Volunteers are vital to our mission. This Code of Conduct outlines the behavioral expectations for all individuals serving with the foundation, including international partners hosted in the field.

2.0 Professional Expectations

Respect for Local Culture: International and non-local volunteers must respect local Ugandan customs, dress codes, and community norms at all times.

Commitment to Duties: Volunteers are expected to fulfill their agreed-upon hours, attend necessary orientations, and communicate proactively regarding absences.

Use of Resources: Foundation resources, including vehicles, office supplies, and VSLA funds, must be used strictly for approved program activities.

3.0 Conflicts of Interest and Anti-Bribery

Volunteers must not engage in any activity that conflicts with the foundation's interests.

Accepting bribes, kickbacks, or inappropriate gifts from vendors, community members, or local authorities is strictly prohibited.

4.0 Confidentiality

Volunteers will have access to sensitive information regarding beneficiary health (e.g., disability status) and household finances. This information is strictly confidential and must not be shared outside of official foundation channels or on personal social media.

4. Insurance Handling and Risk Management Policy

1.0 Purpose

This policy outlines the minimum insurance requirements and risk management procedures to protect the foundation's human resources, assets, and liability status.

2.0 Staff and Volunteer Coverage

International Volunteers: All incoming international partners and volunteers must provide proof of comprehensive travel and medical insurance, including medical evacuation coverage, prior to arrival in Uganda. The foundation will not be financially liable for volunteer medical emergencies.

Local Staff: The foundation is committed to complying with local labor laws regarding workers' compensation and basic health provisions for full-time staff members as the organizational budget permits.

3.0 Asset and Vehicle Protection

Equipment: High-value assets such as computers, specialized medical/assistive devices prior to distribution, and office infrastructure must be secured and reasonably insured against theft or fire.

Vehicles: Any vehicle owned or operated by the foundation must carry valid, comprehensive commercial insurance. Only designated, licensed drivers approved by management may operate foundation vehicles.

4.0 Incident Reporting

Any accident, injury, theft, or damage to property occurring on foundation premises or during foundation activities must be documented in an Incident Report Form and submitted to the Executive Director within 24 hours of occurrence.

International Partnership & Knowledge Exchange Framework

Vision for Collaboration

Elpida Rising Foundation Uganda seeks strategic partnerships with international educational and humanitarian institutions. We believe that sustainable development requires cross-cultural collaboration, shared expertise, and mutual learning.

Value Proposition for European Mobility Programs.

As an established NGO with deep community roots in Uganda, Elpida is uniquely positioned to serve as a reliable, transparent, and impactful local partner for international exchange programs.

What We Offer as a Host Partner:

Facilitated Field Integration: Secure, structured, and meaningful field placements for visiting students, educators, and volunteers.

SDG-Aligned Projects: Opportunities for international teams to work directly on initiatives contributing to SDGs 4, 8, and 10 (e.g., assisting in the Livelihood program or supporting Inclusive Education).

Cultural & Professional Immersion: A comprehensive orientation to Ugandan community development, offering visitors a profound understanding of grassroots NGO operations.

Logistical Support & Safety: Local coordination, trusted community liaisons, and a secure operational framework for international guests.

Areas for Mutual Collaboration:

Knowledge Transfer: Sharing European best practices in special needs education and sustainable agriculture/livelihoods, adapted for the Ugandan context.

Capacity Building: Joint grant writing, shared project management, and collaborative research initiatives.

Resource Mobilization: Partnering to expand the reach of the Assistive Devices and Livelihood programs through joint fundraising and international advocacy.

To be clear on logistics, Elpida provides all the ground coordination—we arrange the trusted airport pickups, vet the safe housing, and manage the daily field schedules. The volunteers or your program would just cover their direct personal costs like flights, rent, and meals. We handle the headaches so they are safe and ready to work.

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