



helping children thrive

901-2 Lansing Square, Toronto, ON M2J 4P8 | Tel: 1-800-387-1221 | 416-757-1220
canadianfeedthechildren.ca | contact@canadianfeedthechildren.ca | Charitable Registration #11883 0983 RR0001

Policy Title	Code Of Conduct For The Prevention, Investigation And Reporting Of Sexual Exploitation And Sexual Abuse
Policy Area	HR
Policy Type	Operational
Policy Approver(s)	CEO
Date of Approval	21 June 2022
Next Review Date	June 2024
Effective Date	21 June 2022
Policy History	2019
Related Existing Policies, Procedures	

Recognizing that sexual exploitation and sexual abuse violate universally recognized international legal norms and standards and, aligned with Canada’s commitment to the delivery of international assistance grounded in a human rights framework, CFTC will make publicly available, this code of conduct for the prevention, investigation and reporting of sexual exploitation and sexual abuse.

- Sexual exploitation and abuse by any CFTC employee, volunteers, country offices, consultants or partners (recipients of funding) constitute acts of gross misconduct and are grounds for termination of employment, contract, and/or termination of funding or partnership agreement.
- Sexual activity between any CFTC worker or partner agency (recipient of funding) and a child (person under the age of 18) is strictly prohibited regardless of the age of majority or age of consent locally.
- Exchange of money, employment, goods, or services for sex (including sexual favors or other forms of humiliating, degrading, or exploitative behaviour) is strictly prohibited and is grounds for termination of employment, contract, and/or termination of funding or partnership agreement.
- Sexual relationships between any CFTC worker and the ultimate beneficiaries of our partnering agencies (recipients of funding) is strictly prohibited and will not be tolerated since they are based on inherently unequal power dynamics.
- Where a CFTC worker develops concerns or suspicions regarding sexual abuse or sexual exploitation by a fellow worker or a partnering agency (recipient of funding), they are to comply with local laws and report such concerns to their immediate supervisor.
- All CFTC workers are obliged to create and maintain an environment that prevents sexual exploitation and abuse.

CFTC provides a copy of this Code of Conduct to all employees, volunteers, country offices, consultants or partners (recipients of funding) and promotes protection from sexual exploitation and abuse. CFTC requires that partners (recipients of funding) agree to respect CFTC’s Code of Conduct, or they may

adopt their own policy to prevent sexual exploitation and abuse in keeping with the goals and objectives of this Code.

CFTC is committed to ensuring integration of this code across all operations. This includes:

- a) Accountability processes integrated throughout CFTC, including roles and responsibilities to ensure monitoring of, and compliance with, this code of conduct
- b) A mechanism for anonymous and confidential reporting and, fair and confidential investigative procedures to respond to all allegations of sexual exploitation and abuse
- c) Training on prevention of sexual exploitation and abuse and remedial measures when misconduct is found
- d) Measures including disciplinary action in cases of serious conduct

Anonymous & Confidential Reporting

Any person can make an anonymous or confidential report to CFTC by choosing one of the following communication methods:

By email: Confidential@canadianfeedthechildren.ca

By phone: 1-800-387-1221

CFTC Reporting to Global Affairs Canada

1. CFTC reporting to Global Affairs Canada is **strictly for credible allegations of sexual exploitation and sexual abuse occurring in the delivery of Canadian-funded international development and humanitarian projects**. An allegation is credible when the source, nature, and information of the report suggest that the allegation is plausible and warrants further investigation. Cases occurring in the delivery of Canadian-funded projects include cases that:
 - are perpetrated by staff or associated personnel working on an **initiative funded by Global Affairs Canada**
 - may have a negative impact on the **reputation of Global Affairs Canada** or of a **partner funded by Global Affairs Canada**
2. CFTC is required to report allegations within 48 hours of determining that an allegation is credible. For broader safeguarding or sexual harassment concerns, CFTC should continue to follow current practice and inform their Global Affairs Canada project officer if the issue will affect project implementation.
3. Global Affairs Canada requires that a report be filed for investigations of sexual exploitation and sexual abuse where the allegation is plausible or credible. A member of the Senior Management Team along with the President & CEO are to ensure that the investigations are reported promptly to Global Affairs Canada.
4. The President & CEO is accountable for ensuring that the form is filled out [Reporting Form – Sexual exploitation and abuse allegations in international assistance](#) and emailed it to the Global Affairs Canada PSEA Focal Point at PSEA-PEAS@international.gc.ca.
5. To protect the privacy of victims, survivors, whistleblowers and alleged perpetrators, do not provide any information that could identify the individuals involved.

The following definitions apply to this code of conduct:

- a) *Sexual abuse: Actual or threatened physical intrusion of a sexual nature, whether by force or under unequal or coercive conditions. All sexual activity with a child is considered as sexual abuse.*

- b) Sexual exploitation: 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*
- c) Protection from sexual exploitation and abuse (PSEA): The term used by the United Nations and non-governmental community to refer to measures taken to protect vulnerable people from sexual exploitation and abuse by their own staff and associated personnel.*