



The Dynamo International Code of Ethics

1. Introduction

Dynamo International is an NGO and youth service operating both at local and international levels to defend the human rights of individuals experiencing social exclusion, particularly children and young people.

This Code of Ethics sets out the principles and standards of conduct expected of all Dynamo International collaborators, namely employees, volunteers, board members, members, partners, consultants associated with the organisation, and any person representing the organisation.

By adhering to this Code of Ethics, the collaborators of Dynamo International commit to respecting and promoting its principles, whether in work settings, during service delivery or project implementation, in external partnerships benefiting from Dynamo International funding, as well as in any other situation related to the organisation's work or reputation, including outside the formal scope of activities.

In case of doubt or question, it is the duty of every individual to seek clarification using the form available on the organisation's website www.dynamointernational.org or by emailing the Integrity Advisor: Integrity@dynamointernational.org

2. Core Values and Principles

Respect for Human Rights and Dignity

Dynamo International is committed to promoting and protecting the fundamental rights of every individual, particularly those of children and young people. In everything that it does, implements and pursues, Dynamo International complies with the international human rights framework, notably the Universal Declaration of Human Rights and the Convention on the Rights of the Child. The organisation champions the principles of empowerment, emancipation and active participation of the individuals it supports.

Equity and Non-Discrimination

Dynamo International promotes equality of rights and rejects any form of discrimination based on origin, gender, faith, age, disability, sexual orientation or any other personal characteristic. The organisation categorically rejects any discriminatory practices, acts or discourse, and actively works to create an inclusive and respectful environment for all, paying particular attention to gender equality. As part of this commitment, Dynamo International undertakes to develop equitable partnerships, based on mutual respect, transparency and shared responsibility.

Integrity and Transparency

Dynamo International does not tolerate practices that are not grounded in honesty, integrity and equity, and is committed to maintaining responsible and transparent management of its resources. The organisation communicates its positions clearly to its collaborators and expects each individual to commit to rejecting any corrupt or dishonest practices.

Solidarity and Social Inclusion

Dynamo International's strength lies in its global network and collective action. Solidarity, both local and international, is the very essence of its work. Dynamo International supports vulnerable people and endeavours to reduce social inequalities. Street work, designed to create close connections with the most excluded members of society, fosters their social inclusion and emancipation, following the principle of "leaving no one behind".

3. Commitments

Under the terms of this code, every collaborator of Dynamo International commits to :

- **Professional Conduct**
 - Adopt behaviour in accordance with the organisation's core values, in their work and all interactions, both at the local and international levels.
 - Actively contribute to creating a respectful, inclusive, and caring work environment.
 - Act with complete independence and impartiality, rejecting any attempt at instrumentalisation, in order to safeguard Dynamo International's mission and the interests of its beneficiaries.
 - Carry out work with diligence and professionalism, honouring commitments, with a view to achieving the set objectives.
 - Ensure that personal opinions or beliefs do not compromise the work or tasks undertaken on behalf of Dynamo International.
 - Behave in a way that does not endanger their own health and safety, and the health and safety of others, including partners and beneficiaries.

- **Respect, Equity and Non-Discrimination**
 - Treat everyone with respect, dignity and without discrimination, ensuring that the principles of equity and inclusion are upheld.
 - Pay particular attention to gender equality and sexism as an exclusion mechanism, and fully comply with the Dynamo International Gender Charter.
 - Respect and promote children's rights, and put the best interests of the child at the heart of all decisions and actions, in accordance with Dynamo International's Child Protection Policy.

- Consider, at every stage, the needs, opinions, choices and rights of beneficiaries, recognising their value and potential, and fostering empowerment and emancipation.
 - Develop and maintain equitable partnerships, based on transparency, mutual respect and shared responsibility, valuing each party's skills and knowledge, and taking into consideration specific context and needs when pursuing shared objectives, in line with Dynamo International's Partnership Policy.
 - Comply with national and local legislation at all times, including the *Fédération Wallonie-Bruxelles* legislation applicable to the Youth Work sector, the Belgian Development Cooperation Agency's legislation applying to NGOs, and internal regulations and policies.
 - Recognise the intrinsic power dynamics in relationships between resource providers and recipients, notably with partners and beneficiaries, and never exploit a position of authority or unequal power dynamics in any way whatsoever.
 - Never use or tolerate any form of violence or threat of violence, whether physical, verbal or psychological, in the workplace, when interacting with beneficiaries, or within the scope of the organisation's activities.
 - Never use or tolerate any form of intimidation or harassment, including sexual harassment. **Harassment** refers to any hostile, repeated or systematic behaviour or remarks, that violates a person's dignity or physical or mental integrity, or create an intimidating, hostile, degrading, humiliating or offensive environment, which takes the form words, intimidation, actions, gestures, writings or the use of images in a unilateral way. **Sexual harassment** refers to any unwelcome act, behaviour or remark of a sexual nature, including written and electronic communications, which can reasonably be considered offensive, humiliating or perceived as such.
- **Prevention and Commitment against Sexual Abuse and Exploitation**
 - Never engage in any form of sexual exploitation or abuse of any person, regardless of age. **Sexual exploitation** refers to abuses of authority, trust or a situation of vulnerability for sexual purposes, in exchange for money, work, goods, services or any other benefit. **Sexual abuse** refers to any sexual physical or psychological harm imposed on a person through coercion, manipulation or threat.
 - Never engage in a sexual relationship with a child (defined as any person under the age of 18) or a beneficiary, irrespective of local legislation, awareness of the act committed, or consent, taking into consideration the inherent imbalance of power dynamics involved.
 - In the event of suspicion or discovery of abuse, to follow the reporting procedure, which guarantees the confidentiality of information and the protection of complainants.
 - **Absence of Conflicts of Interest, Fraud and Corruption**
 - Comply with the internal control mechanisms and procedures aimed at preventing any form of fraud or corruption within the organisation.
 - Ensure never to place oneself, nor be placed, in a situation of **conflict of interest**, defined as a situation in which the a person has, directly or indirectly, an interest likely to influence the impartial and objective performance of duties, or to create a legitimate impression of such influence.

- Ensure that any decision related to the organisation’s policies (procurement contracts, partnerships, staff selection, etc.) is based on robust assessments and is never driven by direct or indirect personal interests or benefits.
 - Never engage in any acts of fraud, in any form. **Fraud** is defined as any intentional act of deception or manipulation to gain unauthorised benefit – such as money, goods or services – regardless of whether the benefit is for the perpetrator, Dynamo International or a third party.
 - Never participate in any form of **corruption**. This means refraining from abusing of a position of power or authority to offer, promise or grant undue advantages or favours, and never soliciting, accepting, or receiving such advantages or favours. Corruption may include, but is not limited to:
 - Offering, requesting or accepting bribes, gifts, or undue financial or non-financial advantages, apart from symbolic gifts permitted by customary practice.
 - Practices such as favouritism and nepotism.
 - Any act aiming to unduly influence a decision or an action for personal gain or to favour a third party, to the detriment of fairness, transparency or the legitimate interests of stakeholders.
 - In the event of actual or potential conflicts of interest, fraud or corruption, immediately inform the appropriate line management or take action in line with the annexed complaints reporting procedure, and immediately take appropriate steps to put a stop to the situation.
- **Fair Use of Resources and Environmental Protection**
 - Use Dynamo International’s financial, material and human resources in a responsible, transparent and efficient manner, in compliance with applicable internal policies, ensuring that resources are allocated in line with the organisation’s planned objectives and values, and never for personal ends or for the benefit of third parties.
 - Adopt environmentally respectful behaviours and strive to minimise ecological impact by prioritising sustainable practices, such as waste and resource reduction, recycling, minimising water, energy and paper consumption, and promoting sustainable mobility, in line with Dynamo International’s Environment Charter.
 - Promote a culture of ecological responsibility within the organisation and among stakeholders.
 - **Data Protection and Confidentiality**
 - Exercise the utmost discretion when handling sensitive and confidential information acquired when working for Dynamo International, ensuring confidentiality even after the collaboration with the organisation ends.
 - Ensure that the publication or dissemination of any information that identifies a beneficiary, particularly children, only takes place with due respect for the beneficiary’s

best interest and with prior informed consent, either from the individual or from their legal representative.¹

- Guarantee the confidentiality and security of personal data of all individuals involved in Dynamo International’s work, particularly beneficiaries, in accordance with the requirements of the GDPR (General Data Protection Regulation), the Youth Work Code of Ethics (Code de déontologie de l’Aide à la Jeunesse), and Dynamo International’s Child Protection Policy.
 - Ensure that any personal data collected or media produced (photos, videos, recordings) is used and disseminated in agreement with and with respect for each individual’s privacy and dignity, and within the scope of the organisation’s activities.
 - Respect professional secrecy as per Articles 458 and 458a of the Criminal Code and Article 12 of the Youth Work Code of Ethics. This implies that no confidential information obtained in the course of professional duties may be disclosed to third parties, except under legally authorized exceptions.
- **Preventing and Reporting Abuse**
 - Inform beneficiaries and partners of their right to report any concerning situation related to this Code of Ethics and introduce them to the reporting mechanism in place².
 - Immediately report any suspicion, concern or actual or potential acts of abuse or violation of this Code, in accordance with the existing complaints reporting and handling procedure , guaranteeing the confidentiality of the report and protection against any form of retaliation towards individuals reporting violations of the Code of Ethics in good faith.

4. Consequences and Sanctions in the Event of Non-Compliance with the Code of Ethics

Dynamo International undertakes to rigorously follow up all complaints relating to violations of the Code of Ethics, in accordance with its complaints reporting and handling procedure. The organisation guarantees that each complaint undergoes an in-depth investigation and that swift, fair and appropriate corrective measures are implemented.

Any violations of this code may result in consequences for the individual responsible , including disciplinary action up to and including dismissal and/or legal proceedings. Any breaches of the Code of Ethics committed by a third party will lead to the termination of contractual relationships.

5. Code of Ethics Monitoring and Updating

This Code of Ethics was updated and approved by the Dynamo International Board on 11 December 2024.

¹ In accordance with Article 14 of the *Fédération Wallonie-Bruxelles* Youth Work Code of Ethics (Code de déontologie) and Dynamo International’s Child Protection Policy.

² See the attached complaints reporting and handling procedure.

The Code will be regularly reviewed to reflect updates in legislation, international standards, and the evolving organisation's needs. Any amendment will be transparently communicated to all members of the organisation.

6. Signature and Commitment

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I (first name and surname) have read the Dynamo International Code of Ethics and undertake to comply with it.

Signature:

Date: