

# ONE OXFAM SAFEGUARDING CORE STANDARDS

**Safeguarding in Oxfam** is a set of procedures, measures and practices to ensure that Oxfam upholds its commitment to prevent, respond to, and protect individuals from harm committed by staff and related personnel. In Oxfam, we focus on Sexual Exploitation, Sexual Abuse, Sexual Harassment (SEAH) and child abuse. We do this by: (i) listening to those who are affected; (ii) responding sensitively and safely when harm or allegations of harm occur; and (iii) learning from every case.



**1. A Safeguarding Plan is established:** A cross-functional Safeguarding Plan is developed for the implementation of One Oxfam Safeguarding Policies. Progress will be regularly monitored by management, and the plan updated annually or as required

## 2. Trained Safeguarding Focal Points are present in all Oxfam offices:

All Oxfam teams identify and empower Safeguarding Focal point(s) to support the implementation of One Oxfam Safeguarding Policies. This will be proportionate to the scale of operations and safeguarding risk assessment.



**3. The Oxfam Code of Conduct is signed by all employees and related personnel:** All Oxfam employees and related personnel read, understand, sign and abide by the relevant Oxfam Code of Conduct.

**4. Safe recruitment and screening processes are in place:** Preventive measures are built into recruitment and screening processes to strengthen safeguarding.



**5. Regular and appropriate Safeguarding training is provided to all employees and related personnel:** Safeguarding training is tailored to the local context and to specific roles and functions and is provided at regular intervals.

**6. Safeguarding reporting and responding procedures are in place in all offices:** Contextualised, clear, survivor-centred procedures are in place for reporting and responding to safeguarding concerns.



**7. Community based feedback and complaint mechanisms are established:** Safe, confidential and accessible feedback and complaint mechanisms are established for raising safeguarding concerns and are always functional and well publicised; personnel and communities are aware and know how to use them.

**8. Partners adhere to One Oxfam Safeguarding Policies and Safeguarding Core Standards:** Oxfam's Safeguarding policies and core standards are clearly communicated to partners; Partners are supported to develop and/or implement their own Safeguarding policies and procedures.



**9. Safeguarding risk assessment and management practices are established:** Safeguarding risk assessment and management practices are in place for all Oxfam offices, projects and activities. Safeguarding risk assessments are undertaken for projects at the design phase and updated at regular intervals.

**10. Procedures for handling images and personal information are established:** Procedures are in place while collecting, storing and using images and personal information relating to communities as part of Oxfam's work.

