

Bring The Elephant Home Code of Conduct



Fortunately, many people join Bring The Elephant Home in our efforts to make a difference for elephants and the people living with them. We work in South Africa, Thailand, the Netherlands and other places, and we do so in many ways. People join Bring The Elephant Home for instance as a staff or board member; intern; volunteer; student conducting research; farmer confronted with crop-raiding elephants, supervisor on a trip with school children, or through working online to connect BTEH with the public or to fellow organisations, local communities or conservation experts.

It is important to have a code of conduct that outlines how we interact with each other and with the people we meet or work with. We want to collaborate in a pleasant, healthy, safe and discrimination-free environment. This code applies to everyone working for BTEH.

With the goal of ensuring that, within the operations of Bring The Elephant Home, no person is prejudiced (which includes harassment, ostracisation, victimisation, discrimination, ill or unfair treatment, or outing) against on the grounds of background, sex, sexual orientation, religion, age, and gender identity and expression, and that Bring The Elephant Home provides a safe, inclusive, and supportive work environment, where unacceptable behaviour will not be tolerated.

Why a code?

- It is an important tool to prevent and combat aggression, (sexual) intimidation and discrimination.
- We always take the same approach, and when rules are broken, we can address the person involved, making it clear to everyone what is and is not allowed.
- This way, unwanted behaviour can be brought up for discussion.

Our code of conduct

- Bring The Elephant Home does not discriminate when hiring personnel or accepting volunteers. No one will be denied because of his/her/their gender, the colour of their skin, sexual orientation, age, or nationality.
- Bring The Elephant Home does its best to provide a healthy and safe environment free of discrimination for everyone who is involved with the organisation. With regards to gender, skin colour, sexual orientation, age, and nationality.
- We do not accept aggressive behaviour and do not initiate aggressive behaviour. Unacceptable (sexual or otherwise) behaviour and discrimination will not be tolerated.
- We will handle confidential information with care.
- When someone within the organisation signals something he/she/they does not think is within the boundaries of proper conduct, he/she/they will immediately report this to a confidant.
- Being under the influence of alcohol/drugs while performing activities is not allowed.

Bring The Elephant Home's Policy on Inclusivity and Diversity

Bring The Elephant Home emphasises the constitutional right of people to dignity, and the constitutional right of freedom of association and expression;

We recognise that prejudice towards a person or group of persons undermines these and other rights, and that prejudice may manifest itself in a range that extends from highly subtle to profound;

We further recognise that various cultures, religions, people's upbringing and mindsets, and peer pressure may harbour and promote prejudice towards people, particularly those that don't follow traditional gender norms. Furthermore, we recognise that prejudice may be one of or a combination of verbal, written, physical and visual forms, and may be concealed within administrative decision-making.

We actively reject all forms of discrimination and prejudice;

We ensure that all our facilities, where reasonably possible, provide a welcoming, inclusive and amenable environment for all.

Bring The Elephant Home's Policy on other NGOs

Bring The Elephant Home ensures that their public communication is respectful of other NGOs.

We ensure that any communication regarding other NGOs will be factually accurate and will not intentionally or otherwise mislead.

We refrain from making statements about other NGOs with the intention of creating a reputational or other advantage for ourselves.

Bring The Elephant Home's Policy on Corruption

Bring The Elephant Home articulates its stance against any risk of wrongdoing, corruption, fraud, bribery or other financial impropriety among its governing body, paid staff, contractors, volunteers and partner organisations.

We ensure that our ways of working actively minimise the risk of operational wrongdoing and monitor for evidence of wrongdoing.

We have internal processes for safe reporting of wrongdoing, which are mentioned below.

The process of Monitoring and Safe Reporting

- Together, we will monitor and live up to this code of conduct.
- The responsibility for monitoring lies with the chairperson of the (relevant) board.
- There is a hotline in the Netherlands, in Thailand, and in South Africa. This can be used in case someone in the organisation witnesses behaviour they believe is not within the boundaries of proper conduct.
- There is a confidant everyone can reach out to.
- When necessary, we will look for professional guidance.
- If persons do not comply with this code of conduct, we will consider what action should be taken (help, follow-up care, sanction, legal action).

Complaints about unwanted behaviour

When someone has a complaint about unwanted behaviour, we have the following complaint procedure:

- The complaint is to be reported to the coordinator in the country where the incident took place.
- When the complaint is about the person who coordinates BTEH's activities, a report can be made to BTEH's confidant (Eva Negerman, eva.negerman@hotmail.com).
- When the complaint has not been handled to satisfaction, one can make an official written complaint to the chairperson of the (relevant) board.
- When the complaint is about the chairperson, the complaint can be reported to another board member.
- In that case, the chairperson will not be present or involved in dealing with this complaint.
- During the procedure, the confidant can advise or support the petitioner when asked. Every report or complaint will be handled with strict confidentiality.

This code of conduct was last reviewed in April 2022.