



**THE CODE OF CONDUCT
OF
THE COMMUNITY INITIATIVE FOR PARTNERSHIP AND
DEVELOPMENT (CIPAD)**

**REVISED BY:
CIPAD MANAGEMENT TEAM IN AWEIL,
APRIL 2024**



**APPROVED BY:
CIPAD BOARD OF DIRECTORS IN AWEIL,
APRIL 2024**

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1. Introduction

The Community Initiative for Partnership and Development (CIPAD) is a national, community-driven non-governmental organization based in South Sudan, established in 2010 as a community-based organization and formally registered as a National NGO in 2017 (RRC Reg. No. 902).

A group of committed youth, women, and professionals who witnessed firsthand the devastating impacts of conflict, poverty, and social exclusion founded CIPAD. The organization is grounded in the belief that the people most affected must drive long-term peace, humanitarian response, and development.

2. Vision and Mission

Our Vision: A just, peaceful, and resilient society where all people live with dignity, self-reliance, and well-being.

Our Mission: To advance sustainable development, deliver humanitarian assistance, and advocate for inclusive policies by empowering communities and fostering equitable partnerships.

3. Our Strategic Focus Areas

CIPAD implements programs across the following eight interlinked thematic areas:

1. Sustainable livelihoods and food security
2. Peacebuilding, social cohesion, and conflict transformation
3. Child protection, mental health and psychosocial support
4. Humanitarian response and community resilience
5. Gender equality and gender-based violence prevention, trauma healing and psychosocial support
6. WASH, health, education, and nutrition
7. Human rights, civic education, and inclusive governance
8. Climate adaptation and environmental sustainability



4. Organizational Values

All CIPAD personnel and partners are expected to uphold and embody the following core values:

- Dignity: We uphold the inherent worth of everyone in all our actions
- Equity: We promote fairness and inclusion across all interventions
- Empowerment: We support community-led solutions and local leadership
- Justice: We advocate for systems that protect rights and reduce inequalities
- Solidarity: We stand with affected communities through crisis response and recovery
- Accountability: We act with transparency and accountability to our stakeholders
- Peace: We promote dialogue, reconciliation, and social cohesion
- Sustainability: We seek long-term, and environmentally responsible change

- Collaboration: We work through partnership to amplify impact
- Voice: We champion the participation and perspectives of marginalized groups

5. Scope and Applicability

This **Code of Conduct** applies to all individuals engaged with CIPAD, including but not limited to:

- Full-time and part-time staff
- Volunteers and interns
- Consultants and advisors
- Board members
- Contractors, suppliers, and implementing partners

All must comply with this Code and act in a manner that reflects the mission, vision, and values of CIPAD.

6. General Standards of Conduct

All personnel and representatives of CIPAD must:

1. Respect the rights and dignity of all individuals, especially those we serve
2. Comply with all organizational policies and procedures
3. Uphold high standards of integrity, honesty, and professionalism.
4. Treat all people with respect, regardless of race, gender, age, religion, ethnicity, nationality, disability, or status.
5. Avoid all forms of harassment, exploitation, abuse, or discrimination.
6. Safeguard the well-being of children, youth, women, and vulnerable individuals.
7. Prevent and report any form of corruption, fraud, or misuse of resources.
8. Avoid any real or perceived conflict of interest.
9. Use CIPAD assets, information, and resources responsibly and for authorized purposes only.
10. Maintain impartiality and refrain from political or sectarian behavior
11. Uphold confidentiality, especially regarding sensitive beneficiary and program information.
12. Promote and maintain a safe, inclusive, and supportive work environment.
13. Report any misconduct, wrongdoing, or policy violation promptly and in good faith.



7. Protection from Sexual Exploitation and Abuse (PSEA)

CIPAD is fully committed to the prevention of sexual exploitation and abuse (SEA) in all its operations and relationships. The following principles apply:

7.1. Definitions

- Sexual Exploitation: Any actual or attempted abuse of a position of vulnerability, differential power, or trust for sexual purposes, including profiting monetarily, socially, or politically from the sexual exploitation of another.
- Sexual Abuse: The actual or threatened physical intrusion of a sexual nature, whether by force or under unequal or coercive conditions.

7.2. Prohibited Behaviors

The following behaviors are strictly prohibited and constitute serious misconduct:

1. Sexual activity with children (under 18 years of age) is prohibited, regardless of the age of majority or consent. Mistaken belief in the age of a child is not a defense.
2. Exchange of money, employment, goods, or services for sex is prohibited. This includes any form of transactional sex or sex-for-aid.
3. Engaging in sexual relationships with program beneficiaries is strongly discouraged due to the inherent power imbalance.
4. Any behavior that humiliates, degrades, or exploits an individual sexually is prohibited.
5. Possession, access, or distribution of child pornography in any form is prohibited.
6. Using one's position to solicit or engage in exploitative sexual conduct is prohibited.

7.3. Reporting and Accountability

- All CIPAD personnel have a mandatory duty to report suspected or actual SEA committed by any staff, partner, or affiliate.
- Reports can be made to the designated Safeguarding Focal Point or via confidential reporting channels.
- Retaliation against whistleblowers or survivors is strictly prohibited.
- CIPAD will investigate all complaints thoroughly and take appropriate disciplinary, legal, or contractual action.

7.4. Organizational Responsibilities

CIPAD commits to:

- Establish and maintain effective safeguarding and PSEA policies and procedures.
- Ensure all staff receive mandatory training on PSEA and safeguarding.
- Integrate PSEA measures into programming, partnership agreements, and HR systems.
- Provide access to survivor-centered response services, including referrals for psychosocial, legal, and medical support.



8. Breaches and Disciplinary Action

Violations of this Code of Conduct, including PSEA provisions, may result in:

- Disciplinary action up to and including termination of employment or contract
- Reporting to appropriate legal or regulatory authorities
- Debarment from future engagement with CIPAD and its partners

9. Acknowledgment and Declaration

All persons engaged by CIPAD must acknowledge and sign the Code of Conduct as a condition of their employment, partnership, or engagement.

Declaration:

I, _____, the undersigned, confirm that I have read, understood, and agree to abide by the CIPAD Code of Conduct, including the PSEA principles. I understand that failure to comply may result in disciplinary or legal action.

Full Name: Benjamin William Makur
Position/Role: Executive Director
Signature: [Handwritten Signature]
Date: 25th April 2024

