



Nikat Charitable Association (NCA)

Code of Conduct

Effective Date: January 2023

Introduction:

Nikat Charitable Association (NCA) is committed to fostering a workplace and operational environment that upholds the highest standards of integrity, professionalism, and respect. This Code of Conduct outlines the principles and guidelines that govern the behavior and actions of all individuals associated with NCA, including employees, volunteers, partners, and stakeholders.

Mission Alignment:

All individuals affiliated with NCA are expected to align their actions with the organization's mission of creating a healthy, empowered, and inspired society. This includes dedicating efforts to assisting marginalized and difficult-to-reach individuals, such as sex workers, migrants, internally displaced people, returnees, in-school and out-of-school youth, and disadvantaged women, through various services in the areas of sexual and reproductive health and rights (SRHR), socio-economics, environment, psycho-social support, and migration management.

Professionalism and Respect:

NCA values professionalism and respect in all interactions. Individuals are expected to treat colleagues, clients, partners, and all stakeholders with dignity and courtesy. Discrimination, harassment, or disrespectful behavior will not be tolerated.

Ethical Conduct:

All actions undertaken by individuals associated with NCA must adhere to the highest ethical standards. Transparency, honesty, and integrity should guide decision-making and interactions, both internally and externally.

Compliance with Laws and Regulations:

NCA is committed to full compliance with all applicable laws and regulations in Ethiopia. Individuals must familiarize themselves with and adhere to these legal requirements in the course of their work.

Confidentiality:



Respecting confidentiality is paramount at NCA. Individuals are expected to protect sensitive information and maintain the privacy of clients and colleagues. Unauthorized disclosure of confidential information is strictly prohibited.

Conflict of Interest:

Individuals must avoid situations where personal interests conflict with the interests of NCA. Any potential conflicts of interest must be disclosed promptly and appropriate steps taken to manage or resolve them.

Responsible Resource Management:

All resources, including financial, human, and material, must be used responsibly and efficiently. Individuals are accountable for the proper use and stewardship of NCA's resources.

Health and Safety:

NCA is committed to providing a safe and healthy work environment. Individuals must adhere to safety protocols, report hazards promptly, and take reasonable precautions to ensure their well-being and that of others.

Social Responsibility:

NCA encourages social responsibility in all activities. Individuals are expected to consider the social and environmental impact of their actions and strive for sustainable and responsible practices.

Reporting Violations:

Any violations or concerns related to this Code of Conduct should be reported promptly to the appropriate authorities within NCA. Whistleblowers will be protected against retaliation.

By adhering to this Code of Conduct, we collectively contribute to NCA's mission and uphold the organization's commitment to making a positive impact on the lives of marginalized individuals and communities.

Signature: _____ **Date:** _____

Name: _____

Position/Role] [Organization: _____

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