



WWF-UK SUPPLIER SAFEGUARDING POLICY

EXTERNAL

1. Policy Statement

At WWF-UK anyone who is involved in our work or connected to it, especially children and adults at risk, should be safe from harm. Our first priority will always be to safeguard anyone at risk of harm or abuse. WWF-UK will proactively create and maintain a culture and environment that aims to prevent harm, abuse and harassment.

We expect WWF-UK Suppliers to promote a culture of safeguarding and to:

- Have an adult and child safeguarding policy and code of conduct relevant to their work and equivalent in standard to WWF-UK's.
- Adopt safer recruitment practices and train staff and volunteers appropriately.
- Record risks and report incidents.
- Ensure that anyone they work with has appropriate safeguarding policies and practices.

2. Definitions

Children- WWF-UK follows the UN Convention on the Rights of the Child definition of a child being anyone who has not yet reached their 18th birthday, regardless of local legislation.

Adults at Risk- Anyone who is 18 or over who may be or is unable to care or protect themselves for any reason. This can be due to a disability, illness or age. Sometimes referred to as vulnerable adults. Vulnerability may be temporary and transient.

3. WWF-UK Safeguarding Policy for Suppliers

The scope of WWF-UK's Supplier safeguarding policy includes all types of abuse and harm including what can be referred to as safeguarding children, adults at risk of harm and sexual exploitation, abuse and harassment (SEAH). This includes sexual harassment, stalking and domestic abuse.

Everyone has the right to protection from abuse and neglect regardless of their age, disability, gender identity, sex, nationality or immigration status, race, religion or belief, sexual orientation, marriage or civil partnership, pregnancy, or maternity.

The best interest of children and those at risk will always be our first consideration, taking precedence over all other considerations.

WWF-UK will not tolerate the abuse of, or any form of bullying or retaliation against, anyone raising a legitimate concern for the safety and wellbeing of anyone else. Sexual harassment is unlawful and UK law requires WWF to take reasonable steps to prevent sexual harassment of its employees and volunteers.

All WWF-UK Suppliers must:

- Ensure that all WWF-UK activities, programmes and operations are planned and designed with safeguarding in mind for anyone who may be reasonably expected to engage with our work.
- Respect and maintain appropriate boundaries, in person, digitally, on social media and online with those with whom they come into contact through our work.
- At all times follow the WWF UK Safeguarding Code of Conduct.
- Proactively engage with children and communities with whom you come into contact through work, ensuring that they are informed of this policy, how to raise concerns and, where appropriate, the WWF-UK Safeguarding Code of Conduct.
- Respect the privacy of others and ensure that children and adults at risk of harm are never identified online through posts and social or digital media. This includes never combining information such as someone's full name, school, specific location and any form of identifying image of them.
- Be mindful of the position of trust and power they hold as a result of their work for WWF-UK, ensuring that any contact with others is not exploitative, abusive or an abuse of a position of power or trust.
- Complete and maintain a written risk assessment for any event or activity that may involve contact with children or adults at risk, including online activities.
- Ensure that WWF-UK systems are not misused or exploited in any way that may cause harm to children or adults at risk.
- Declare any relevant allegations/investigations civil or criminal proceedings that might bring into question their ability to follow this policy during their appointment as a representative of WWF-UK.
- Report and share information in accordance with this policy regarding all allegations, suspicions, and concerns of any type of abuse of another person. The withholding of any information which relates to abuse or neglect can delay work to safeguard those at risk and prevent care and protection.

WWF-UK's safeguarding code of conduct can be located on the following link:
<https://www.wwf.org.uk/about/suppliers>

Safer Recruitment and Training

WWF-UK Suppliers must confirm that the recruitment of any staff or volunteer position representing WWF-UK will follow safer recruitment procedures which shall include but are not be limited to, completion of an interview, pre-employment or engagement checks and declarations, references and criminal records checks prior to joining.

Those interacting with children or adults at risk whilst representing WWF-UK require Basic, Standard or Enhanced criminal record checks depending on the nature of their role and these must be renewed every three years.

At any time, WWF-UK may require an individual to be removed from representing WWF-UK when there is concern over compliance with this policy.

WWF-UK Representatives must receive appropriate child and adult safeguarding training for their role. WWF-UK may request to see training materials and evidence that staff and volunteers have been trained.

Reporting Safeguarding Concerns

If you have or receive any report of concern, suspicion or allegation of any form of abuse, neglect or exploitation it is your duty to act.

You must have a suitable process for reporting incidents.

If you believe that anyone is at risk of imminent harm you must contact the police by calling 999 without delay.

Allegations of abuse and neglect by those representing WWF-UK should be reported to the relevant authorities, this may include:

1. Reporting to the Charity Commission and donors
2. Consideration of referral to law enforcement agencies for criminal investigation
3. Consultation with child or adult social services
4. Relevant barring authorities

There is no time limit on our obligation to those at risk of harm and who have been abused. Non-recent and anonymous allegations will be dealt with under this policy.

Any safeguarding incidents which impact the services and/or work being provided to and/or undertaken with WWF-UK or having potential for reputational damage to WWF-UK be reported to WWF-UK immediately in accordance with contractual terms.

WWF-UK recognises that making a report of abuse can be challenging or potentially unsafe. If you feel unable to make a report or have made one and remain concerned that it has not been acted upon, you can make a report under this policy via our Whistleblowing system WhistleB anonymously at <https://report.whistleb.com/en/wwf>.

Anyone representing WWF-UK must be aware that any allegation of abuse or neglect made against them will result in a thorough response that prioritises safeguarding.²

If a WWF-UK Representative is found to have failed to prevent, respond or report any abuse or harm this shall be regarded as a material breach of contract.

As permitted by applicable law and regulation we may ask you for updates on investigations.