

ABCD of safeguarding

A

Accountability

Safeguarding is everyone's duty.

Civil society organisation (CSO) staff, representatives and leaders are accountable to **each other** and to **everyone they interact with**, including programme participants, community members and survivors.

All CSOs are accountable to other CSOs and the wider sector.

B

Build understanding

CSO staff, representatives, leaders and trustees should understand what safeguarding is and why a safe working environment and safe programmes are so important.

Staff and representatives must be trained and supported to identify safeguarding risks and to prevent and respond to those risks appropriately.

C

Confidentiality

Confidentiality means keeping information private to respect the people involved and to avoid potential harm.

This is an important principle that can help build trust in safeguarding systems. It can also help people feel safe and comfortable sharing safeguarding reports or suspicions.

D

Do no harm

At all times, CSO staff, representatives, leaders and trustees should ensure that they do not harm anyone who comes into contact with their organisation.

This includes through Sexual Abuse, Exploitation or Sexual Harassment by staff and through delivering unsafe programmes.