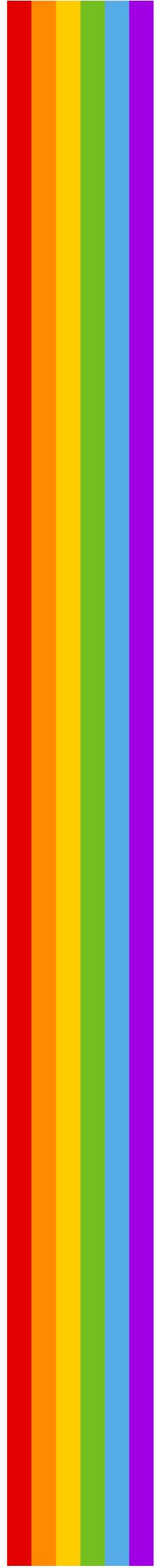


Prevention and integrity policy

SHOUT Wageningen

January 2021



Introduction

SHOUT Wageningen is an LGBTQ+ interest and social group that runs entirely on the efforts of members (unpaid volunteers). Aside from the board, there are several committees that organize activities and guide people. Part of our volunteers work with vulnerable groups. This prevention policy details how our organization tries to avoid transgressive behaviour via codes of conduct for several committees, a hiring policy for certain committees, and the presence of confidential contact persons (vertrouwenscontactpersonen).

What is transgressive behaviour?

Transgressive behaviour is any form of behaviour or approach, either verbal, non-verbal, digital, or physical, that:

- is experienced by the person undergoing it as forced and/or unwanted;
- has the goal of hurting this person's dignity

Vulnerable persons

People can be vulnerable in many ways. Common examples of vulnerable groups are minors, people with an intellectual disability and people who ask for or receive help. Our target group, LGBTQ+ people, can also be vulnerable depending on their situation. It can occur that people are not yet open to the outside world about their orientation and/or gender identity. When the volunteer gains this knowledge, this can cause a situation wherein the volunteer creates a position of dependency by threatening to 'out' this person. Depending on the personal situation of the participant, this can have consequences for their physical and social safety.

Examples:

- During our support groups, participants share personal stories. The mentors could use this information to pressure participants.
- Our education committee works with underage school students.
- Our refugee support committee works with LGBTQ+ refugees in a position of dependency, that are potentially also underage.
- Our support group mentor works with LGBTQ+ people who are not yet 'out' and therefore vulnerable. These participants are also potentially underage.
- Our Find Out SHOUT mentor potentially works with LGBTQ+ people who are not 'out' and therefore vulnerable. These participants are also potentially underage.

Confidential contact person

Since 2019 SHOUT has an agreement with Vrijwilligerscentrum Wageningen (volunteer center Wageningen), stating that our members can come to the confidential contact person appointed by them for all volunteer organizations of Wageningen.

A confidential contact person (vertrouwenscontactpersoon, VCP) only offers an initial reception and has brief contact with the person asking for help. The VCP holds a conversation with victim or accused and investigates where that person can go with their call for help, and what potential steps could be taken. The VCP within an organization is available for both victim as well as accused.

The contact information of the VCP is available on our website, in this document, and in our volunteer policy.

The VCPs of the Vrijwilligerscentrum are available via vertrouwenscontactpersoon@vcwageningen.nl. The agreement between SHOUT Wageningen and Vrijwilligerscentrum Wageningen is available in appendix 2.

Hiring policy and VOG

A hiring policy and a certificate of conduct (VOG) are compulsory for three committees within SHOUT: the asylum support committee, mentorship for the Out Now support group, and the education committee.

If a potential volunteer is interested in one of these committees an introductory meeting will be arranged with the chair of that committee and/or the volunteer coordinator of the board. In this conversation, an explanation of tasks, the code of conduct, and a potential compulsory VOG is given. Together with the potential volunteer, an assessment is made of whether the committee will be a good fit for the volunteer. If the volunteer wants to start at the committee, they need to sign the code of conduct and deliver a VOG in advance.

After the introductory meeting, for the education committee the new volunteer can first join a lesson without actively participating, to get an impression of how it would be to give the lessons. If the volunteer decides to become part of the committee, then the VOG must be delivered before the first time the volunteer participates in the lesson.

At the refugee support committee, a trial period is used. After the new volunteer has joined a conversation, they will evaluate together with existing committee members whether the volunteer work fits the volunteer.

Contact person within the board

The volunteer coordinator of the board is the first contact person for volunteers who would like to contact the board about volunteer topics such as codes of conduct and reports of possible transgressive behaviour. If the position of volunteer coordinator is not filled within the board, or if the volunteer coordinator is unavailable for other reasons, then the president is the next contact person within the board.

Codes of conduct

There are codes of conduct for Find Out SHOUT mentors, the asylum support committee, support group mentors, and the education committee.

These codes of conduct can be found on the following pages.

Find Out SHOUT page 3 – 4

AZC support committee page 5- 7

Support group mentor page 8-9

Education committee 10-11

Code of Conduct Find Out SHOUT mentor

Goal Find Out SHOUT

The Find Out SHOUT (FOS) is an introduction period for new members who would like to get to know the association as a group. A group of new members is guided by two SHOUT members / FOS mentors who go to the activities with the group and familiarize the participants with the association.

Code of Conduct

Many boundaries in the contact between FOS mentor and participants in the Find Out introduction period of SHOUT Wageningen are not unambiguous. One participant likes an arm around him, another does not like to be touched. It is never possible to agree on exact boundaries that apply to all participants and in all situations. But there is one very clear limit and that is the limit that sexual acts and contacts between (young) adult volunteers and minors and / or people in a position of dependence are absolutely inadmissible. That is why we, as an association, have drawn up a code of conduct for all our FOS mentors. The code of conduct consists of two parts: rules that contribute to an open, transparent and safe environment for participants and volunteers and the description of sexually transgressive behaviour that is the starting point of the sanction policy that is pursued by the organization. If you are a mentor through our association FOS, we ask you to sign this code of conduct. By doing so, you declare that you know the code of conduct and will act on it.

The rules of conduct for mentors:

1. The mentor must provide an environment and an atmosphere in which the participant feels safe and respected.
2. The mentor refrains from treating the participant in a way that affects the participant's dignity.
3. The support of the participant is limited to guiding through the FOS, and thereby making the participant at ease. If personal problems of the participant come to light, which require a different form of guidance, the mentor will discuss this with the SHOUT board.
4. The mentor is responsible for the contact details of the participant.
5. By signing this code of conduct, the mentor declares that he / she / them / who is personally stable. If something changes in the stability of the mentor during the period, which may affect the performance of the position as a mentor, this must be reported to the board.
6. The mentor refrains from any form of sexual approach or abuse towards the participant. All sexual acts, contacts and relationships between the mentor and a minor up to the age of 16 are not permitted under any circumstances and are regarded as sexually transgressive behaviour.
7. The mentor must not touch the participant in such a way that it is reasonable to expect that this touch will be perceived as sexual or erotic in nature.
8. If there are (starting) feelings or wishes in a romantic or sexual direction (regardless of whether these come from the participant or the mentor) during the FOS, this must always be indicated to the board. The board then determines whether it is necessary to remove the mentor from the position.
9. The mentor has the duty to protect the participant to the best of his ability against forms of unequal treatment and sexually transgressive behaviour and will actively ensure that the code of conduct is observed by everyone involved with the participant.
10. If the mentor identifies behaviour that is not in accordance with this code of conduct and when suspected sexually transgressive behaviour, he is obliged to report this to the board or the confidential adviser.
11. The mentor does not accept or give material or immaterial compensations that are not reasonable.

12. In cases not (directly) provided for in the code of conduct, or in case of doubt about the admissibility of certain conduct, it is within the responsibility of the mentor to act in the spirit of the code of conduct and, if necessary, to contact the board.

Description of sexually transgressive behaviour with participants and sanction policy

Sexually transgressive behaviour means: any form of undesirable verbal, non-verbal or physical behaviour with a sexual connotation (interpretation) that has the aim or effect that the dignity of the person is affected, in particular when a threatening, hostile, an insulting, humiliating or hurtful situation is created and / or other acts or behaviours that are punishable under the Criminal Code.

Sexually transgressive behaviour involving participants that the board considers to be covered by the Criminal Code will be reported to the police / judicial authorities. The mentor will be immediately removed from position. If the mentor also works with vulnerable persons in other committees, the mentor will also be removed from there.

For other violations of the code of conduct, the board will assess the seriousness and take appropriate measures. This can vary from a warning to removing the mentor from position, and possibly also removal from other committees where the mentor works with vulnerable people.

The sanctions will be registered in the membership administration and the term of the sanctions will also be recorded. The membership administration can only be viewed by board members of SHOUT Wageningen.

This code of conduct was adopted on January 14, 2021 by the volunteer coordinator, Rinske de Vries, of SHOUT Wageningen

Signature volunteer

Signature board SHOUT Wageningen

Code of conduct AZC support committee

Goal of the committee

SHOUT's AZC support committee focuses on forming a social safety net for asylum seekers with an LGBTQ + background. The asylum seekers all live in the AZC in Wageningen (Keijenbergseweg or Bosrandweg). Occasionally contact can be maintained with asylum seekers who have been placed elsewhere in the Netherlands. The aim of the committee is to support LGBTQ + asylum seekers in the first period in the Netherlands, and to help them find their way within LGBTQ + -Netherlands. An appropriate personal distance is always maintained and no medical or legal advice is given.

Code of Conduct

Many boundaries in the contact between AZC support committee volunteer (hereinafter AZC volunteer) and asylum seekers during the activities of the association and support conversations are not unambiguous. One participant likes to have an arm around him, another does not like to be touched. It is never possible to agree on exact limits that apply to all asylum seekers and in all situations. But there is one very clear boundary and that is the boundary that sexual acts and contacts between (young) adult AZC volunteers and minors are absolutely inadmissible.

That is why we, as an association, have drawn up a code of conduct for all our AZC volunteers. The code of conduct consists of two parts: rules that contribute to an open, transparent and safe environment for asylum seekers and AZC volunteers and the description of sexually transgressive behaviour that is the starting point of the sanction policy that is pursued by the organization. When you volunteer through our association as an AZC volunteer, we ask you to sign this code of conduct. With this you declare that you know the code of conduct and will act according to it.

The rules of conduct for AZC volunteers:

1. The AZC volunteer declares that he wishes to support the objective of the committee as described above and that he does not have any burdensome obstacles to this.
2. The AZC volunteer must provide an environment and an atmosphere in which the asylum seeker feels safe and respected.
3. The AZC volunteer refrains from treating the asylum seeker in a way that affects the asylum seeker's dignity.
4. The AZC volunteer does not penetrate further into the private life of the asylum seeker than is functionally necessary.
5. The AZC volunteer refrains from any form of sexual approach or abuse towards the asylum seeker. All sexual acts, contacts and relationships between AZC volunteer and minors up to the age of 16 are not permitted under any circumstances and are regarded as sexually transgressive behaviour.
6. If there are (starting) feelings or wishes in a romantic or sexual direction (regardless of whether these come from the AZC volunteer or the asylum seeker), the AZC volunteer will transfer the contact to someone else within the committee.
7. The AZC volunteer may not touch the asylum seeker in such a way that it is reasonable to expect that this touch will be experienced as sexual or erotic in nature.
8. During training days, camps, travels, outings and the like, the AZC volunteer will treat the asylum seeker and the areas in which they are located with great caution and respect, such as the dressing room or hotel room.

9. The work of the AZC volunteer can sometimes be emotional. That is why it is important to keep an emotional distance yourself and to take your own emotions into account. By signing this code of conduct, the AZC volunteer declares to be personally stable. If this situation changes, the AZC volunteer reports this to the AZC coordinator or the board.
10. The support from the AZC support committee is explicitly limited to the function of a social safety net. Asylum seekers are always referred to the GGD for psychological or physical problems. For legal questions, asylum seekers are referred to lawyers, or to VVON in case of problems.
11. The AZC volunteer is reluctant to provide personal contact details and to use social media for communication with asylum seekers. The AZC volunteer exercises the necessary discretion in dealing with the asylum seekers to guarantee their privacy.
12. The AZC volunteer will never ever confirm to third parties, such as lawyers, that someone is actually LGBTQ+. We can't comment on that.
13. The AZC volunteer adheres to the following rules when conducting interviews:
 - a. Interviews with an asylum seeker are always conducted by two AZC volunteers.
 - b. The AZC volunteer keeps distance (both literally and figuratively)
 - c. The conversations are never conducted at home, but always in a neutral place. This can possibly be determined together with the asylum seeker.
 - d. Together with the asylum seeker it is determined whether a follow-up appointment is desired. Also for such contact, this preferably does not take place in the home situation of the AZC volunteer. Should this, due to the nature of the contact (for example a dinner prior to a SHOUT activity) be unavoidable, a second AZC volunteer and / or several asylum seekers must always be present.
 - e. No overly rosy picture is given of the situation for LGBTQ+ persons in the Netherlands; be aware that here too discrimination, harassment and exclusion based on sexuality and gender identity occurs.
 - f. The conversation is evaluated with the fellow AZC volunteer. Don't get stuck with the impressions you get in the conversation. You can sometimes hear fierce stories.
14. The AZC volunteer has the duty to protect the asylum seeker to the best of his ability against forms of unequal treatment and sexually transgressive behaviour and will actively ensure that the code of conduct is observed by everyone involved with the asylum seeker.
15. If the AZC identifies volunteer behaviour that is not in accordance with this code of conduct and if there is suspicion of sexually transgressive behaviour, he / she / them / who is obliged to report this to the board or the confidential contact person.
16. The AZC volunteer does not accept or give any material or immaterial compensations that are not reasonable.
17. In cases where the code of conduct does not (directly) provide, or in case of doubt about the admissibility of certain behaviour, it is within the responsibility of the AZC volunteer to act in the spirit of the code of conduct and, if necessary, to contact the board.

Description of sexually transgressive behaviour with an asylum seeker and sanction policy

Sexually transgressive behaviour means: any form of undesirable verbal, non-verbal or physical behaviour with a sexual connotation (interpretation) that has the aim or effect that the dignity of the person is affected, in particular when a threatening, hostile, an insulting, humiliating or hurtful situation is created and / or other acts or behaviours that are punishable under the Criminal Code.

Sexually transgressive behaviour with asylum seekers who the board considers to be covered by the Criminal Code, will be reported to the police / judicial authorities. The AZC volunteer will be immediately

removed from office. If the AZC volunteer in other committees also works with vulnerable persons, the AZC volunteer will also be removed from office there.

In case of other violations of the code of conduct, the board will assess the seriousness and take appropriate measures. This can vary from a warning to taking the AZC volunteer out of position, and possibly also removal from other committees where the AZC volunteer works with vulnerable people.

When an AZC volunteer enters into a (sexual) relationship with an asylum seeker by mutual consent, the AZC volunteer will no longer be able to remain a volunteer on the committee.

The sanctions will be registered in the membership administration and the term of the sanctions will also be recorded. The membership administration can only be viewed by board members of SHOUT Wageningen.

This code of conduct was adopted on January 14, 2021 by the volunteer coordinator, Rinske de Vries, of SHOUT Wageningen

Signature volunteer

Signature board SHOUT Wageningen

Code of conduct support group mentor

Goal support groups

The Out Now support group aims to offer participants who are (still) struggling with their sexual orientation and/or gender identity a safe place to talk to each other about various LGBTQ + topics. This support group is guided by two mentors who lead the support group.

Code of Conduct

Many boundaries in the contact between support group mentor and participants in a support group of SHOUT Wageningen are not unambiguous. One participant likes an arm around him, another does not like to be touched. It is never possible to agree on exact boundaries that apply to all participants and in all situations. But there is one very clear limit and that is the limit that sexual acts and contacts between (young) adult volunteers and minors and / or people in a position of dependence are absolutely inadmissible. That is why we, as an association, have drawn up a code of conduct for all our support group mentors. The code of conduct consists of two parts: rules that contribute to an open, transparent and safe environment for participants and volunteers and the description of sexually transgressive behaviour that is the starting point of the sanction policy that is pursued by the organization. If you are a support group mentor through our association, we ask you to sign this code of conduct. By doing so, you declare that you know the code of conduct and will act on it.

The rules of conduct for mentors:

1. The mentor must provide an environment and an atmosphere in which the participant feels safe and respected.
2. The mentor refrains from treating the participant in a way that affects the participant's dignity.
3. The mentor does not penetrate further into the private life of the participant than is functionally necessary.
4. The support of the participant is limited to guiding the support group, and thereby making the participant at his/her/their ease. If personal problems of the participant come to light, which require a different form of guidance, the mentor will discuss this with the SHOUT board.
5. The mentor is responsible for the contact details of the participants.
6. By signing this code of conduct, the mentor declares that he / she / they is/are personally stable. If something changes in the stability of the mentor during the period, which may affect the performance of the position as a mentor, this must be reported to the board.
7. The mentor refrains from any form of sexual approach or abuse towards the participant. All sexual acts, contacts and relationships between the mentor and a minor up to the age of 16 are not permitted under any circumstances and are regarded as sexually transgressive behaviour.
8. The mentor must not touch the participant in such a way that it is reasonable to expect that this touch will be experienced as sexual or erotic in nature.
9. If there are (starting) feelings or wishes in a romantic or sexual direction (regardless of whether these come from the participant or the mentor) during the Out Now, this must always be indicated to the board. The board then determines whether it is necessary to remove the mentor from their position.
10. The mentor has the duty to protect the participant to the best of his ability against forms of unequal treatment and sexually transgressive behaviour and will actively ensure that the code of conduct is observed by everyone involved with the participant.
11. If the mentor identifies behaviour that is not in accordance with this code of conduct and if he suspects sexually transgressive behaviour, he/she/they is/are obliged to report this to the board or the confidential adviser.

12. The mentor does not accept or give material or immaterial compensations that are not reasonable.
13. In cases not (directly) provided for in the code of conduct, or in case of doubt about the admissibility of certain conduct, it is within the responsibility of the mentor to act in the spirit of the code of conduct and, if necessary, to contact the board.

Description of sexually transgressive behaviour with participants and sanction policy

Sexually transgressive behaviour means: any form of undesirable verbal, non-verbal or physical behaviour with a sexual connotation (interpretation) that has the aim or effect that the dignity of the person is affected, in particular when a threatening, hostile, an insulting, humiliating or hurtful situation is created and / or other acts or behaviours that are punishable under the Criminal Code.

Sexually transgressive behaviour involving participants that the board considers to be covered by the Criminal Code will be reported to the police / judicial authorities. The mentor will be immediately removed from position. If the mentor also works with vulnerable persons in other committees, the mentor will also be removed from there.

For other violations of the code of conduct, the board will assess the seriousness and take appropriate measures. This can vary from a warning to removing the mentor from position, and possibly also removal from other committees where the mentor works with vulnerable people.

The sanctions will be registered in the membership administration and the term of the sanctions will also be recorded. The membership administration can only be viewed by board members of SHOUT Wageningen.

This code of conduct was adopted on January 14, 2021 by the volunteer coordinator, Rinske de Vries, of SHOUT Wageningen

Signature volunteer

Signature board SHOUT Wageningen

Code of conduct sexual and gender diversity education committee SHOUT Wageningen

Goal of the sex education committee

Members of the sexual and gender diversity education committee provide sexual and gender diversity education at schools in Wageningen and the surrounding area. Information is always given by two or three educators.

Code of Conduct

Many boundaries in the contact between educators and students who receive sex education are not unambiguous. It is never possible to agree on exact boundaries that apply to all participants and in all situations. But there is one very clear boundary and that is the boundary that sexual acts and contacts between (young) adult educators and students, who follow our lessons, are absolutely inadmissible. That is why we, as an association, have drawn up a code of conduct for all our advisers. The code of conduct consists of two parts: rules that contribute to an open, transparent and safe environment for children and volunteers and the description of sexually transgressive behaviour that is the starting point of the sanction policy that is pursued by the organization. When you provide sex education about sexual and gender diversity through our association, we ask you to sign this code of conduct. With this you declare that you know the code of conduct and will act according to it.

The rules of conduct for educators:

1. The educator must provide an environment and an atmosphere in which the minor feels safe and respected.
2. The educator refrains from treating the student in a way that affects the minor's dignity.
3. The educator does not penetrate further into the private life of the minor than is functionally necessary.
4. The educator refrains from any form of sexual approach and abuse towards the minor. All sexual acts, contacts and relationships between the educator and a minor up to the age of 16 are not permitted under any circumstances and are regarded as sexually transgressive behaviour.
5. The educator may not touch the minor in such a way that it is reasonable to expect that this touch will be experienced as sexual or erotic in nature.
6. The educator has the duty to protect the minor to the best of his ability against forms of unequal treatment and sexually transgressive behaviour and will actively ensure that the code of conduct is observed by everyone involved with the minor.
7. If the educator identifies behaviour that is not in accordance with this code of conduct and if there is suspicion of sexually transgressive behaviour, he is obliged to report this to the board or the confidential contact person.
8. The educator does not accept or give material or immaterial compensations that are not reasonable.
9. In cases where the code of conduct does not (directly) provide, or in case of doubt about the admissibility of certain conduct, it is within the responsibility of the educator to act in the spirit of the code of conduct and to contact the board if necessary.

Description of sexually transgressive behaviour with minors and sanctions policy

Sexually transgressive behaviour means: any form of unwanted verbal, non-verbal or physical behaviour with a sexual connotation (interpretation) that has the aim or effect that the dignity of the person is affected, in particular when a threatening, hostile, an insulting, humiliating or hurtful situation is created and/or other acts or behaviours that are punishable under the Criminal Code.

Sexually transgressive behaviour with minors that the board considers to be covered by the Criminal Code will be reported to the police / judicial authorities. The educator will immediately be removed from office. If the educator also works with vulnerable persons in other committees, the educator will be removed from office there too.

For other violations of the code of conduct, the board will assess the seriousness and take appropriate measures. This can vary from a warning to removing the educator from position, and possibly also removal from other committees where the educator works with vulnerable people.

The sanctions will be registered in the membership administration and the term of the sanctions will also be recorded. The membership administration can only be viewed by board members of SHOUT Wageningen.

Agreements within the information committee about the lessons

In addition to the code of conduct to combat (sexually) transgressive behaviour, there are a number of agreements within the education committee to provide sex education together in a pleasant way.

The information committee uses the following agreements during the lessons

1. You are on time (15 minutes before the start of the lesson).
2. You prepare the lesson together with your co-educator. This means that you freshen up whatever again the possible parts of a lesson and which you and your co-educator like to apply, and that you have the right materials with you.
3. You adhere to the school's code of conduct (for example, do not sit on tables at the Pantarijn, do not use your telephone, do not eat chewing gum).
4. You look well-groomed when you start the sex education lesson.
5. The teacher must remain present during the lesson, and preferably also be actively involved.
6. You stand behind your co-educator, even if you do not agree with each other (adding respectfully or giving your own opinion is of course allowed).
7. You do not judge opinions in class.
8. After the lesson, you briefly discuss with your co-educator and the teacher how it went, sharing experiences in the WhatsApp group is appreciated.
9. If a new sex educator comes to observe and learn in your class, you discuss with that person how it went and what they thought of it, and you feed this back to the sex education coordinator.

This code of conduct was adopted on January 14, 2021 by the volunteer coordinator, Rinske de Vries, of SHOUT Wageningen

Signature volunteer

Signature board SHOUT Wageningen