

# Human Rights Policy

## An Organisational Commitment

### Introduction

DanChurchAid (DCA) works to empower the world's poorest in their struggle for a dignified life through a human rights-based approach to humanitarian assistance and long-term development. Our work derives from Christian values, respect for human rights, and the equal dignity of all human beings, as defined in our Statutes.

DCA's commitment to human rights is based on internationally recognised human rights standards as defined in the Universal Declaration of Human Rights; the UN Covenant on Civil and Political Rights; the UN Covenant on Economic, Social and Cultural Rights; and the International Labour Organization's 1998 Declaration on Fundamental Principles and Rights at Work. In view of DCA's cross-cutting commitment to gender equality, DCAs work is further guided by the UN Convention on the Elimination of All Forms of Discrimination Against Women. DCA is further committed to the UN Guiding Principles on Business and Human Rights, the ten principles set forth by the UN Global Compact and is certified in accordance with the Core Humanitarian Standard. We consider CHS certification as an important mechanism for furthering our implementation of and accountability to commitments in this policy.

### Objectives and Scope

This document outlines DCA's organisational commitment to respect human rights in all our operations, relations, and engagements and outlines DCA's key policies, procedures and mechanisms for clarifying expectations to employees, partners and business relations.

DCA operates in a variety of political and legal contexts around the world as part of the support to partners and communities. Using our leverage and through dialogue, DCA will manage conflicts in line with international human rights standards or the higher standard, where it does not inflict additional risks to our staff, partners and the groups with whom we work.

### Implementation

DCA is committed to implementing human rights due diligence processes to identify, prevent, mitigate and account for potential and actual adverse human rights impacts, and will continuously seek to improve our response.

- DCA expects employees, partners, suppliers, and other business relations to respect human rights, as further elaborated in the key policies and procedures listed below, and will communicate this policy to all its stakeholders, including in contracts and agreements.
- DCA will build the capacity of staff, partners, and other stakeholders on this policy and human rights standards to further implementation of our commitment to respect and promote human rights.
- DCA will further this commitment through relevant operational policies and procedures across DCA.

The following are the key implementation mechanisms:

- DCA's Quality and Accountability Framework which outlines all DCA's commitments to stakeholders and includes plans for continuous improvement.
- DCA's Staff Code of Conduct signed by all staff when contracted that outlines DCA's staff responsibility to respect fundamental human rights without discrimination of any kind.
- DCA's policies and procedures regulating employment conditions, staff welfare and security.
- DCA policies and procedures for identifying, assessing, updating and managing risks, including any potential adverse human rights impact on rights-holders and communities.
- DCA's partner assessments which allow DCA to assess human rights risks of partner engagement.
- DCA's procedures and principles of engagement when working with corporate partners, which include explicit expectations to respect internationally recognised human rights and labour standards.
- DCA's procedures for preventing, managing and reporting on any cases of corruption, as DCA recognises the potential adverse human rights impact of corruption.
- DCA's partner assessment and contracts which stipulate DCA's expectations to partners.
- DCA Principles of Engagement with the Private Sector
- DCA's ethical procurement principles and standards, including its Code of Conduct for Contractors, which outline DCA's expectations to its suppliers and contractors.
- DCA's capacity-building programmes for staff, partners and other stakeholder.
- DCA's system for managing complaints, which also cover complaints on concerns of adverse human rights impact and abuse.
- DCA's annual reporting which reports on DCA's progress in relation to its strategy, goals and commitments which will allow accounting for the implementation of this policy.

## **Governance**

DCA's Senior Management has the overall responsibility for the implementation of this policy across all DCA Working Units, both in Denmark and abroad.

DCA's Senior Management will delegate the responsibility to a headquarter unit for monitoring and reporting on the implementation of this policy, drawing on internal human rights expertise within DCA.

Line Management of the different DCA units, including Country Offices, is responsible for the daily implementation of the policy. Country Directors are responsible for identifying and managing any potential human rights risks resulting from our programmes, projects, or partners in country.

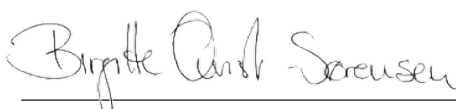
All DCA employees are responsible in keeping with the DCA's Staff Code of Conduct to respect human rights.

## **Complaints**

DCA complaints handling mechanism is the main entry point for rights-holders and other stakeholders to report concerns of adverse human rights impacts and abuse. The mechanism ensures a professional handling of complaints with due respect for human rights safeguards. Complaints related to internal employment conditions are handled by another internal staff complaint system.

*DCA will work to continuously improve implementation of this policy based on learning. DCA will further account for progress and complaints in our annual reports.*

Copenhagen  
December 10th 2018



**Birgitte Qvist-Sørensen**  
Secretary General of DanChurchAid



**Søren Christian Madsen**  
Chairman of DanChurchAid's Board