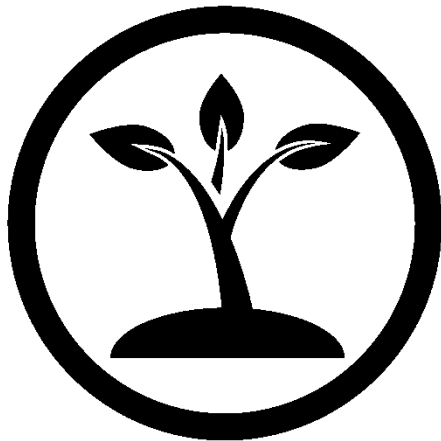


IMPACT

Shaping practices
Influencing policies
Impacting lives



ENVIRONMENTAL SAFEGUARDING POLICY

Version 2 | 2021

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I. INTRODUCTION

IMPACT Initiatives (hereafter referred to as 'IMPACT') is a Swiss based Association, and a sister organisation of ACTED. Independent, private and non-profit, IMPACT respects a strict political and religious impartiality, and operates following principles of neutrality, non-discrimination, transparency, according to its core values: responsibility, impact, enterprising-spirit and inspiration.

IMPACT is committed to shape practices and influence policies in humanitarian and development settings in order to positively impact lives of people and their communities. IMPACT aims to enable better and more effective decision making by generating and promoting knowledge, tools and practices for humanitarian and development stakeholders.

The commitment of IMPACT is guided by the following four core values:

- **Responsibility:** we contribute to the efficient and responsible delivery of aid with the means and the resources that have been entrusted to us.
- **Impact:** we are committed to promoting better aid practices and policies to support the communities and the people with whom we engage.
- **Enterprising-spirit:** we are enterprising and engage in our work with a spirit that creates value and overcomes challenges.
- **Inspiration:** we strive to inspire all those around us through our vision, values, approaches, choices, practice, actions and advocacy.

A. Policy Statement

As a humanitarian and development organisation, IMPACT recognises that the environment is intrinsic to sustainable development and that climate change threatens the access of beneficiaries and communities to food, water and livelihoods.

IMPACT is committed to the promotion of a 3Zero world: zero exclusion, zero carbon, zero poverty. In line with this, IMPACT is committed to good environmental stewardship in its operations and in all of its humanitarian and development programming. IMPACT commits to minimising the environmental impact of our operations and whenever possible, balancing it with necessities to fulfil our mandate.

This policy aims at protecting the environment and reducing the risk of negative impacts with the aim of reaching carbon neutrality eventually. We recognise this to be a long-term commitment to updating our practices continually in light of advances in technology and environmental science.

This policy is aimed at guiding IMPACT staff and the other entities referred to in Article 1 of this policy, and must be considered together with:

- IMPACT's Code of Conduct;
- IMPACT's Grievance Policy;
- IMPACT's Child Protection Policy;
- IMPACT's Conflict of Interest Prevention Policy;
- IMPACT's Anti-Fraud, Bribery & Corruption Policy;
- IMPACT's Policy Against Sexual Exploitation and Abuse;
- IMPACT's Data Protection Policy;
- IMPACT's Anti-Terrorism and Anti-money laundering Policy;
- IMPACT's procedures, manuals and handbooks;



- Code of Conduct for The International Red Cross and Red Crescent Movement and NGOs in Disaster Relief, of which IMPACT is a signatory;
- U.N. Inter-Agency Standing Committee (IASC) Six core principles relating to Sexual Exploitation and Abuse.

II. INTERPRETATION AND APPLICATION

Article 1 - Scope of Application

1. This policy applies to all IMPACT staff and governance members.
2. The provisions of this policy may also be applied to any person employed by an entity that carries out missions for IMPACT.

Article 2 – Definitions

1. IMPACT staff: Under the terms of this policy, the term “IMPACT staff” refers to any person employed by IMPACT. IMPACT’s interns and volunteers are considered to fall within this category for the purposes of this policy.
2. Governance: Under the terms of this policy, the term “governance” refers to any Member elected by decision making bodies to participate in IMPACT’s managerial and administrative governance bodies. In particular, IMPACT’s Committee Administrators are Governance members.

Article 3 – Information and adherence to the policy

IMPACT staff certify that they adhere to the environmental safeguarding principles outlined in section 4 by signing their employment contract.

1. This policy is published under the authority of IMPACT. IMPACT staff, as well as the other entities referred to in Article 1 of this policy when necessary, are required to conduct themselves in accordance with this policy and must therefore be aware of and have understood its provisions and any changes. When they are unsure of how to proceed, they should seek the advice of a competent person, notably their line manager.
2. IMPACT staff, as well as, when applicable, the other entities referred to in Article 1 of this policy, who are responsible to negotiate the terms and conditions of employment of any IMPACT staff, must ensure that staff is aware of and commits to the full respect of this policy.
3. It is the responsibility of IMPACT staff with managerial responsibilities, as well as the other entities referred to in Article 1 of this policy when applicable, to ensure that staff under their supervision comply with this policy.
4. This policy shall form part of the working conditions of IMPACT staff and the conditions, when applicable, for the performance of the missions of the other entities referred to in Article 1 of this policy from the moment they certify that they have read it.
5. IMPACT will review the provisions of this policy at regular intervals.



Article 4 – Purpose of the Policy

The purpose of this policy is to:

1. Implement prevention mechanisms and good practices to comply with the framework which relates to environmental safeguarding behaviours and applying to IMPACT staff as well as, when applicable, other entities referred to in Article 1 of this policy.
2. Define the rules relating to environmental safeguarding behaviours that apply to IMPACT as an organisation.
3. Inform third parties of the conduct they are entitled to expect from IMPACT staff as well as, when applicable, other entities referred to in Article 1 of this policy.

III. GENERAL PRINCIPLES

Article 5 – Neutrality

IMPACT staff, as well as the other entities referred to in Article 1 of this policy, must fulfil their duties in a neutral and apolitical manner, in accordance with the law, legitimate instructions and ethical rules relating to their roles.

Article 6 – Impartiality

In the context of their professional roles and/or their missions, IMPACT staff, as well as the other entities referred to in Article 1 of this policy, must act in accordance with the law and exercise their discretionary power in an impartial manner, taking into consideration only relevant circumstances.

Article 7 – Confidence of stakeholders

IMPACT staff, as well as the other entities referred to in Article 1 of this policy, have a duty to conduct themselves at all times in a way that reflects and upholds IMPACT's values of integrity, impartiality and efficiency and contribute to strengthen the confidence of all stakeholders.

Article 8 – Hierarchical responsibility

IMPACT staff report to their immediate line manager and/or the head of their functional department, unless otherwise provided for by law.

Article 9 – Confidentiality

Duly considering the stakeholders' potential right to access information, IMPACT staff, as well as the other entities referred to in Article 1 of this policy, must process all the information and all the documents acquired during or as part of the exercise of their duties with the necessary confidentiality.



Article 10 – Protection of privacy

All the necessary measures must be taken to ensure that the privacy of IMPACT staff and of the other entities referred to in Article 1 of this policy, is appropriately respected.

Article 11 – Information held

1. Considering the general framework of international law regarding access to information held by private individuals, IMPACT staff and the other entities referred to in Article 1 of this policy should disclose information only in respect to the rules and requirements applicable to IMPACT.
2. IMPACT staff and the other entities referred to in Article 1 of this policy must take appropriate measures to guarantee the security and confidentiality of the information for which they are responsible or of which they are aware.
3. IMPACT staff and the other entities referred to in Article 1 of this policy must not seek access to information which would be inappropriate for them to have. IMPACT staff must not make inappropriate use of the information they may obtain in or as part of the exercise of their duties.
4. In the same way, IMPACT staff and the other entities referred to in Article 1 of this policy must not retain professional information that may or should be legitimately circulated, or circulate information they know, or have reasonable grounds to believe, is inaccurate or misleading.

Article 12 – Responsibility of line managers

1. IMPACT staff in charge of supervising or managing other IMPACT staff must do so in accordance with the policies and objectives of IMPACT. They are responsible for responding to acts and omissions of staff under their supervision who violate these policies and objectives, and to take due diligence measures expected from a person in their position to prevent such acts or omissions.
2. IMPACT staff tasked with supervising or managing other IMPACT staff must take the necessary measures to prevent staff under their supervision from engaging in acts likely to generate environmental damage. These measures may be: to draw attention to and implement the laws and regulations; to ensure adequate training and awareness related to environmental damage and to set an example of integrity through their personal conduct.



IV. ENVIRONMENTAL PRINCIPLES

Article 13 - Protection of the Environment

IMPACT will minimise, and wherever possible, eliminate the release of any pollutant that may cause environmental damage to the air, water, earth or its inhabitants.

Article 14 - Sustainable Use of Natural Resources

IMPACT will support the use of renewable natural resources and will the conservation of non-renewable natural resources.

Article 15 - Minimisation and Safe Disposal of Waste

IMPACT will minimise the creation of waste, and (wherever economically possible) reuse, repair and recycle materials and encourage others to do likewise. IMPACT will encourage the sorting of waste and its disposal via recycling processes. IMPACT will dispose of its waste in a safe and environmentally responsible manner.

Article 16 - Wise Use of Energy

Whenever possible, IMPACT will use environmentally safe and sustainable energy sources. IMPACT will reduce the amount of energy consumed by promoting energy-efficient practices, investing in energy efficient products, and using / advocating for environmentally sustainable energy sources where possible.

Article 17 - Risk Reduction

IMPACT will, whenever possible, minimise the risk of environmental damage by employing safe technologies and operating procedures. IMPACT will, whenever possible and relevant, conduct environmental assessments to identify and assess any adverse environmental impacts of its programming and implement measures to prevent, reduce, and mitigate any negative impacts. IMPACT will, whenever possible and relevant, develop mitigation plans on a case-by-case basis, depending on the context, type of programming, and donor requirements.

Article 18 - Sustainable Procurement

IMPACT will ensure that consideration is given to purchasing environmentally sustainable products and services and support the development of sustainable supply chains by prioritising suppliers that have environmental standards compatible with its own. Within the terms of the domestic law, IMPACT will make provision to ensure that contractors working on IMPACT's behalf apply environmental standards equivalent to IMPACT's own. However, the humanitarian imperative is paramount: Where speed of deployment is essential in saving lives, IMPACT will purchase necessary goods and services from the most appropriate available source, and do likewise when the security and safety of its staff is at stake.

Article 19 - Responsible Travel and Transport



IMPACT will as much as possible promote responsible travel and transport by encouraging the use of travel options that minimise environmental impact wherever practicable.

Article 20 - Compliance with Laws and Procedures

IMPACT ensures compliance with relevant international and national legislations, regulations and codes of practice on environmental matters relevant to its operations.

Article 21 – Disclosure

Within the terms of international and domestic law, IMPACT will disclose to its employees and to the public, incidents relating to its operations that cause environmental harm and measures IMPACT took to address their consequences. IMPACT will act promptly and responsibly to correct incidents or conditions that endanger health, safety, or the environment.

Article 22 - Awareness Raising and Training

IMPACT will promote environmental good practice and its environmental policy principles to all partners, suppliers, consultants, donors, supporters, contractors. IMPACT will increase staff, interns and volunteers' awareness, and provide support, on steps they should take to reduce their personal footprint and to adhere to IMPACT's environmental policy.

V. IMPLEMENTATION OF THE POLICY

Article 23 - Implementation Date of the Policy

This Environmental Safeguarding Policy comes into effect after approval by the Committee of IMPACT on 1st May 2021.

Article 24 – Adherence to the policy

IMPACT staff and the other entities referred to in Article 1 of this policy certify that they adhere to these principles by signing the IMPACT Policy Acceptance Form and/or by signing their employment contract.







**ENVIRONMENTAL
SAFEGUARDING POLICY
IMPACT 2021**

