



Vi Agroforestry

CODE OF CONDUCT

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Reviewer/s

Finance/HR

Applies to

Vi Agroforestry

Approver

Vi Agroforestry Board

1 Our values and purpose of this CoC



Vi Agroforestry

Vi Agroforestry is founded on the values of **transparency, respect, and togetherness**.

These guide our commitment to human rights, equality, and sustainable development. We actively contribute to the UN Sustainable Development Goals, particularly SDG 1, 2, 5, 13 and 15.

This Code of Conduct applies to all employees, interns, volunteers, consultants, and others representing Vi Agroforestry. It sets expectations for professional behaviour, both on and off duty, and ensures our work upholds dignity, integrity, and legal compliance.

2 Professional Conduct

All staff must act in accordance with internal policies, local and international laws, and human rights conventions.

- Maintain neutrality in political and religious matters
- Avoid slander, misuse of information, or any behaviour that may harm the organisation's reputation
- Declare conflicts of interest and avoid situations that may compromise objectivity
- Respect organisational decisions and contribute to a safe, inclusive work environment
- Promote equal opportunity and participation for all, in line with the **Leave No One Behind** principle

3 Sexual Misconduct and Pornography

Vi Agroforestry has zero tolerance for sexual exploitation, abuse, harassment, and the use of pornography.

- Abuse of power for sexual gain is strictly prohibited
- Sexual contact with minors is forbidden and will be reported to authorities
- Sexual harassment—including unwelcome advances or gestures—is grounds for disciplinary action
- Purchase or exchange of sexual services is prohibited, regardless of national laws
- Use of organisational equipment to access or share pornographic material is strictly forbidden

4 Corruption and Integrity

We maintain a zero-tolerance policy toward corruption and fraud.

- Never offer or accept bribes, kickbacks, or favours to secure contracts or services
- Follow transparent procurement and financial practices
- Gifts from rightsholders, consultants, partners or comparable entities are not permitted, except for minor tokens in line with local customs
- Ensure goods and services are sourced ethically and sustainably

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5 Environmental Responsibility and Social Inclusion

Vi Agroforestry promotes climate-resilient practices and agroforestry systems that protect ecosystems and improve livelihoods. Within the scope of professional duty all staff must:

- Minimize environmental harm in procurement, travel, and field operations
- Support biodiversity, soil health, and climate adaptation
- Ensure that our work includes and empowers marginalized groups, especially those affected by poverty, inequality, and climate vulnerability

6 Other Prohibited Conduct

Staff must not engage in any activity—professional or personal—that contradicts Vi Agroforestry’s mission, values, or objectives. This includes:

Do not engage in any work, partnerships, or personal activities that contradict Vi Agroforestry’s values or objectives, or that may interfere with your ability to perform your duties impartially and responsibly.

Examples include:

- Accepting roles or assignments that create conflicts of interest
- Supporting initiatives that undermine human rights, environmental sustainability, or poverty reduction
- Using your position to promote personal, political, or religious agendas

Staff are encouraged to consult their manager when in doubt about a potential conflict

7 Alcohol, Narcotics and Organized Crime

- Maintain a restrictive and responsible approach to alcohol in professional settings or when representing the organisation. Refrain from excessive consumption that may impair judgment, performance, or the organisation’s reputation. Avoid all non-medically prescribed narcotic substances. Never drive under the influence of alcohol or drugs
- Avoid all forms of contact with organised crime, including trafficking and counterfeit trade

8 Violating and reporting

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Breaches of this Code may result in disciplinary action, termination, or legal consequences. Staff are encouraged to report suspected violations to their manager or through the Whistleblowing system.



9 Signature

I hereby confirm that I have read and understand the Code of Conduct and that I commit to follow it during my time as staff at Vi Agroforestry.

Date

Signature

Name