



hdri★
Human Development
Research Initiative

SAFEGUARDING POLICY

Protecting the Safety, Dignity, and Wellbeing of Participants

Adopted by the Board of Directors pursuant to Article 31 of the HDRI Statutes

Paris, France



Human Development Research Initiative (HDRI)

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Registration Number: W751275674

EU TRN: 892689452279-12

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PREAMBLE

The Human Development Research Initiative ('HDRI' or 'the Organisation') organises workshops, advocacy academies, field research, and other activities that regularly bring young people, including participants affected by migration, displacement, or other forms of vulnerability, into direct contact with HDRI's staff, members, and volunteers. Wherever an organisation places itself in that position of trust, it assumes a corresponding duty of care. This Safeguarding Policy (the 'Policy') sets out how HDRI discharges that duty.

This Policy is adopted by the Board of Directors pursuant to Article 31 of HDRI's Statutes (the 'Statutes'), and elaborates the general safeguarding commitment already stated in Article 11 of HDRI's Code of Conduct. While HDRI's programmes are principally addressed to young people aged eighteen to thirty, and therefore fall outside child-protection law in the strict sense, the Organisation recognises that a person's legal majority does not, by itself, remove the vulnerability that can arise from displacement, economic precarity, prior trauma, or unfamiliarity with the setting in which an HDRI activity takes place. This Policy therefore applies the safeguarding principles reflected in the United Nations Convention on the Rights of Persons with Disabilities, the Council of Europe's guidance on the protection of young people in international youth work, and general principles of duty of care under French civil law, adapted to HDRI's actual participant base of young adults.

This Policy applies across HDRI's activities, including the workshops and field research delivered under programmes, and HDRI's youth advocacy academies, and is intended to be read together with the Code of Conduct, the Anti-Discrimination Policy, and the Accessibility and Disability Inclusion Policy.

This is the final and consolidated version of this Policy and supersedes any prior draft or informal statement of HDRI's safeguarding practices.

Dialogue Research Development

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TITLE I — GENERAL PROVISIONS

Article 1 — Purpose and Legal Basis

This Policy is adopted pursuant to Article 31 of the Statutes for the purpose of protecting the safety, dignity, and wellbeing of participants in HDRI's activities, in particular young people and participants in a position of heightened vulnerability, and of setting out the measures by which that protection is achieved in practice.

Article 2 — Definitions

For the purposes of this Policy: **'participant'** means any person taking part in an HDRI activity as a beneficiary, workshop attendee, research subject, or member of the public, whether or not they are a member of HDRI; **'at-risk participant'** means a participant who, owing to their personal circumstances, including but not limited to migration status, displacement, economic precarity, disability, or prior exposure to violence or persecution, may be more vulnerable to harm in the context of an HDRI activity than the general participant population; **'safeguarding incident'** means any event or conduct that has caused, or risked causing, harm to a participant in connection with an HDRI activity.

Article 3 — Scope of Application

This Policy applies to every Board member, staff member, intern, research fellow, and volunteer of HDRI, and to any partner organisation, facilitator, or contractor engaged to deliver an activity on HDRI's behalf, in respect of any HDRI-organised or HDRI-supported workshop, advocacy academy, field research activity, or comparable programme involving participants.

Article 4 — Relationship with the Code of Conduct and Other Policies

This Policy is subordinate to the Statutes and elaborates Article 11 of the Code of Conduct. Conduct falling within this Policy that also amounts to harassment, discrimination, or a breach of the Code of Conduct is investigated and, where substantiated, sanctioned under Articles 26 to 30 of the Code of Conduct, and this Policy does not create a separate disciplinary track. Where a safeguarding matter also involves a participant's disability or a protected characteristic, this Policy is applied together with the Accessibility and Disability Inclusion Policy and the Anti-Discrimination Policy.

TITLE II — PRINCIPLES

Article 5 — Dignity and the Best Interests of the Participant



In any decision affecting an at-risk participant, HDRI staff and volunteers shall give primary consideration to that participant's dignity, autonomy, and best interests, and shall involve the participant, so far as appropriate to their circumstances, in decisions that concern them.

Article 6 — Proportionate, Risk-Based Approach

HDRI applies a risk-based approach to safeguarding, calibrating the measures taken under this Policy to the nature of the activity, the profile of the expected participants, and the setting in which the activity takes place, rather than applying a single uniform standard regardless of context.

Article 7 — Do No Harm

HDRI's activities, including its research and advocacy engagement with migrants, displaced persons, and other participants in vulnerable circumstances, shall be designed and delivered so as to avoid exposing a participant to a risk of retraumatisation, exposure, reprisal, or other harm as a consequence of their involvement.

Article 8 — Special Attention to Participants Affected by Migration or Displacement

Where an HDRI activity involves participants affected by migration or displacement, particular care shall be taken to protect the confidentiality of a participant's immigration status and personal history, to avoid any action that could expose the participant to immigration enforcement risk or reprisal, and to ensure that participation in the activity is genuinely voluntary and free of any implied condition on access to services.

TITLE III — OPERATIONAL MEASURES

Article 9 — Pre-Activity Risk Assessment

Before an HDRI workshop, advocacy academy, or field research activity involving direct engagement with participants, the organiser shall carry out a basic, proportionate risk assessment covering the venue or setting, the expected participant profile, and any specific vulnerability likely to be present, and shall identify a named safeguarding point of contact for the duration of the activity, in accordance with Article 11 of the Code of Conduct.

Article 10 — Screening and Preparation of Staff, Volunteers, and Facilitators

HDRI shall take reasonable steps, proportionate to the nature of the activity, to satisfy itself as to the suitability of staff, volunteers, and external facilitators engaged to work directly with at-risk participants, and shall provide such persons with basic guidance on this Policy before the activity takes place.



Article 11 – Conduct During Activities

Staff, volunteers, and facilitators shall avoid unsupervised one-to-one contact with an at-risk participant where this can reasonably be avoided, shall maintain professional boundaries at all times, and shall not use their role to develop a personal, financial, or romantic relationship with a participant that exploits the position of trust created by the activity.

Article 12 – Consent, Testimonies, and Use of Images

Where HDRI collects a personal testimony, photograph, video, or other identifying material from a participant, in particular an at-risk participant, for use in research, publications, or communications, it shall obtain the participant's informed and freely given consent, explain how the material will be used, and offer anonymisation or pseudonymisation where the participant's safety or dignity could otherwise be put at risk. This Article is to be read together with any applicable research ethics standard adopted by HDRI.

Article 13 – Safeguarding in Digital and Online Activities

Where an HDRI activity is conducted online or involves the digital safety of participants, such as the digital literacy and online safety components of the projects, organisers shall take reasonable steps to protect participants from online harassment, exposure of personal data, or exploitation arising from their participation, and shall apply HDRI's data protection principles under Article 34 of the Statutes with particular rigour to the data of at-risk participants.

Article 14 – Immediate Response to a Safeguarding Concern

A staff member, volunteer, or facilitator who becomes aware of an actual or suspected safeguarding incident during an activity shall take immediate and reasonable steps to protect the safety of the participant concerned, including seeking emergency assistance where necessary, and shall report the matter to the designated safeguarding point of contact for that activity as soon as reasonably possible thereafter.

TITLE IV – REPORTING, MONITORING, AND FINAL PROVISIONS

Article 15 – Safeguarding Focal Point

The Board shall designate a Board member or senior staff member as HDRI's Safeguarding Focal Point, responsible for overseeing implementation of this Policy, advising activity organisers on risk assessment, and serving as the point of escalation for a safeguarding concern that cannot be resolved at the level of the activity itself.

Article 16 – Reporting a Concern



A safeguarding concern is reported and, where substantiated, addressed under the procedures set out in Articles 26 to 30 of the Code of Conduct. A report may be made by a participant, a member of the public, or any Covered Person, and is not limited to reports made by those directly affected. A person who reports a concern in good faith is protected against retaliation on the terms set out in Article 27 of the Code of Conduct.

Article 17 – Record-Keeping

A record of any safeguarding incident and its resolution shall be kept by the Safeguarding Focal Point in a secure and confidential manner, in accordance with HDRI's data protection obligations and its Archiving and Institutional Memory Policy, and retained for the period necessary to protect the interests of the participant and the Organisation.

Article 18 – Training and Awareness

The Board shall ensure that staff, interns, and volunteers who are likely to work directly with participants receive basic guidance on this Policy before doing so, and periodic refresher information thereafter.

Article 19 – Annual Review

The Safeguarding Focal Point shall present to the Board, at least once a year, a short written review of safeguarding practice across HDRI's activities, including any incident recorded under Article 17 and any recommendation for further measures.

Article 20 – Amendment

This Policy may be adopted, amended, or repealed at any time by a simple majority decision of the Board, in accordance with Article 31 of the Statutes, and any amendment shall be communicated to all members within fifteen (15) days.

Article 21 – Entry into Force

This Policy enters into force upon its adoption by the Board of Directors and remains in force, as amended from time to time, until repealed by a subsequent decision of the Board.



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ADOPTION

This Safeguarding Policy, comprising Four Titles and Twenty-One Articles, was duly adopted by the Board of Directors of the Human Development Research Initiative (HDRI) at a duly convened meeting, pursuant to Article 31 of the Statutes, and constitutes, from the date of its adoption, the Organisation's sole and complete policy on the matters it addresses.

Gurgen Petrosyan

President of HDRI

Date: 11 September 2026

Signature:

Sofia Balas

Secretary General

Date: 11 September 2026

Signature:

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