



## **Anti-trafficking policy**

Approved by Board  
November 3, 2020

### **Preamble**

Tanadgoma is committed to ensure a safe working environment for all its employees, free from all threats, including human trafficking. Tanadgoma has a zero-tolerance to any form of human trafficking, considers all incidents seriously, and investigates all allegations of it immediately. Any employee who is incriminated in connection to trafficking of other persons (employee, beneficiary of the organization, etc.) will be dismissed. Any information regarding trafficking received from an employee will be seriously considered by the administration, with full respect of confidentiality. No employee will be harmed by submitting such complaints to the administration.

### **Statements:**

- Tanadgoma provides for awareness raising of its personnel on human trafficking. Issues of human trafficking are incorporated in the training curriculum for newly hired staff.
- All staff members of Tanadgoma, in case they reveal case of human trafficking, are obliged to immediately inform organization's management and law enforcement bodies.
- Tanadgoma shall not collaborate with persons or organizations, who had been connected to the human trafficking.
- The staff of the Tanadgoma are prohibited to receive services from service provider persons or organizations suspected in human trafficking.
- In all its activities Tanadgoma takes all necessary safety measures not to expose beneficiaries to the risks of trafficking.
- While providing services to the victims of trafficking Tanadgoma takes necessary measures to prevent them from becoming victims of trafficking again, and to protect them from violence from the trafficker.



### **Sanctions and disciplinary measures**

Any employee of Tanadgoma, who is connected to trafficking, is liable under this policy for the following sanction:

- Dismissal.

### **Policy implementation and oversight**

Tanadgoma ensures that all employees are aware of the content of this policy and confirm it by signing. All new employees are obliged to get familiar with all policy documents, including the present one, together with the employment contract, and shall confirm with the signature that they have read and agree to it. Tanadgoma organizes annual meeting/training aimed at updating staff on any changes to the existing policies and on newly approved ones. It is the responsibility of every manager to ensure that all subordinates are informed of this policy.