

## Safeguarding Policy

### Purpose

The purpose of this policy is to protect people from any harm that may be caused due to their coming into contact with the Engineering Professors' Council (EPC). This includes harm arising from:

- The conduct of staff or personnel associated with the EPC
- The design and implementation of the EPC's programmes and activities

The policy lays out the commitments made by the EPC and informs staff and associated personnel<sup>1</sup> of their responsibilities in relation to safeguarding.

### What is safeguarding?

In the UK, safeguarding means protecting peoples' health, wellbeing and human rights, and enabling them to live free from harm, abuse and neglect.

We understand it to mean protecting people from harm that arises from coming into contact with our staff or programmes.

### Scope

- All staff contracted by the EPC
- Associated personnel whilst engaged with work related to the EPC, including but not limited to the following: consultants; volunteers; contractors; programme visitors including journalists, celebrities and politicians

### Policy Statement

The EPC believes that everyone we come into contact with, regardless of age, gender identity, disability, sexual orientation or ethnic origin has the right to be protected from all forms of harm, abuse, neglect and exploitation. The EPC will not tolerate abuse and exploitation by staff or associated personnel.

The EPC commits to addressing safeguarding throughout its work, through the three pillars of prevention, reporting and response.

The EPC will:

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- Ensure all staff have access to, are familiar with, and know their responsibilities within this policy
- Design and undertake all its programmes and activities in a way that protects people from any risk of harm that may arise from their coming into contact with the EPC. This includes the way in which information about individuals in our programmes is gathered and communicated
- Implement stringent safeguarding procedures when recruiting, managing and deploying staff and associated personnel
- Follow up on reports of safeguarding concerns promptly and according to due process

### **Adult safeguarding**

EPC staff and associated personnel must not:

- Sexually abuse or exploit at risk adults
- Subject an at risk adult to physical, emotional or psychological abuse, or neglect

### **Protection from sexual exploitation and abuse**

EPC staff and associated personnel must not:

- Exchange money, employment, goods or services for sexual activity. This includes any exchange of assistance that is due to beneficiaries of assistance
- Engage in any sexual relationships with beneficiaries of assistance, since they are based on inherently unequal power dynamics

Additionally, EPC staff and associated personnel are obliged to:

- Contribute to creating and maintaining an environment that prevents safeguarding violations and promotes the implementation of the Safeguarding Policy
- Report any concerns or suspicions regarding safeguarding violations by an EPC staff member or associated personnel to the appropriate staff member

### **Enabling reports**

The EPC will ensure that safe, appropriate, accessible means of reporting safeguarding concerns are made available to staff and the communities we work with.

The EPC will also accept complaints from external sources such as members of the public, partners and official bodies.

### **How to report a safeguarding issue?**

Staff members who have a complaint or concern relating to safeguarding should report it immediately to the CEO. If the staff member does not feel comfortable reporting to the CEO (for example if they feel that the report will not be taken seriously, or if that person is implicated in the concern) they may report to any other appropriate staff member.

### **Response**

The EPC will follow up safeguarding reports and concerns according to policy and procedure, and legal and statutory obligations.

The EPC will apply appropriate disciplinary measures to staff found in breach of policy.

The EPC will offer support to survivors of harm caused by staff or associated personnel, regardless of whether a formal internal response is carried out (such as an internal investigation). Decisions regarding support will be led by the survivor.

### **Confidentiality**

It is essential that confidentiality is maintained at all stages of the process when dealing with safeguarding concerns. Information relating to the concern and subsequent case management should be shared on a need to know basis only, and should be kept secure at all times.