

## Enterprise Challenge Pakistan

### *Code of Behaviour for Young People*

**Scope:** This document will be served as a code of behaviour between SEED and the program participants. It sets out expected standards of behaviour for young people participating on a program delivered online and makes it clear that there will be consequences for not adhering to these. *The purpose is to help participants keep themselves and other users safe online.*

**Compliance to the Code:** This code also gives program participants guidance around what they can expect from the other participants and those delivering the program (SEED). To make this effective, the code should be shared and, where possible, discussed with participants. It is important to be clear about the purpose of the program and the online platform, to manage the expectations of all the users. This will make it clear what is expected from them, and what to do if they have a concern or a worry.

**SEED** will share and explain this code with the program participants at the start of program delivery, discuss and give answers to their questions.

**Program Participants:** This User Agreement sets out what is expected of you, as a participant of SEED-delivered ECP Program. These rules are designed to keep you, and other participants safe. If you choose not to follow them, SEED will take appropriate action which may result in you being banned from the program and further ECP activities.

**Note: Please read though and confirm your acceptance to the Program Lead of ECP at SEED. You may also seek your teacher/parents/SEED focal person's help in understanding the content of the code.**

#### **Participant's Agreement:**

- I will follow the rules and guidelines set out by SEED throughout the ECP program delivery
- I will use the online platform only for the purpose intended – i.e. to participate in the program
- I will treat everyone with respect and be respectful of other people's views and opinions
- I will keep my online relationships professional and appropriate
- I will not use bad or offensive language
- I will not act in an unkind manner towards other users, or in any way that could be seen as bullying, harassing or threatening
- I will not use language of a sexual nature or send any material or content of sexual nature

- I will not give out any personal information online, such as my full name, phone number or address. Rather I will share my first name to get me recognized
- I will not contact other users outside of the program or delivery
- I will not arrange a face-to-face meeting with someone I have met online
- I will not reveal my passwords to anyone
- I will use the online platform and program time only for the purpose it was intended for, i.e. for the ECP program delivery
- I will not involve anyone else, including family members or friends, in program sessions unless this has been agreed with SEED beforehand
- If I am concerned or upset about anything I see on the internet, any messages that I receive or about anyone's behaviour towards me, I will talk to the Program Lead of the ECP at SEED and raise this issue in a professional manner through the complaint/query form
- I will read and understand all of the points mentioned here and reach out to SEED for any clarification needed
- I will reach out to SEED for raising any complaints I have related to violation of this code i.e. ill behaviour, unethical or unearned practices, bullying or harassment etc.

#### **What you can expect from SEED and the Mentors**

- We will be respectful and professional
- We will treat everyone fairly and equally
- We will take all reasonable measures to keep each other and the participants safe online
- The mentors/trainers will only communicate with you online via ECP delivery mechanism and during planned program delivery times
- Your personal information will be kept private and not shared online or on social media
- We will provide you with a clear way to report any concerns you may have through the complaint/query form, and respond to your issues thoroughly