

BREAKTHROUGH
DO NO HARM
PROTOCOL



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BREAKTHROUGH DO NO HARM (DNH) PROTOCOL

ABOUT BREAKTHROUGH MOVEMENT

We are a movement of young Cambodian women working to promote gender equality in Cambodia through storytelling and sharing of experiences. We are speaking up about our concerns about gaps in gender equality; we are challenging social norms and empowering women and girls, especially in our home of Cambodia.

OUR VISION



The core value of Breakthrough is feminism and achieving equality for women and girls at all levels of Cambodian society. We, Breakthrough, want Cambodian society to be one where women's rights are fully respected, and all restrictive social norms are eliminated; women and girls live free from violence and abuse.

OUR MISSION

Our mission is to voice our concerns about gaps in gender equality, promote gender equality by challenging social norms, and empower women and girls, particularly in Cambodia.



OUR OBJECTIVES



Raise Women's Voices: provides a platform for women and girls to share their stories and for peer learning and sharing experiences and evidence through video production and other forms of storytelling.

Challenge Social Norms: promote gender equality by fighting restrictive social norms, especially the victim-blaming culture and practices that infringe on women's and girls' rights and freedom.

Empowerment: promote women's empowerment to break the silence and take an active role in decision-making at all levels in Cambodia.



WHY IS DNH IMPORTANT?

- Breakthrough believes that every person has the right to be safe when coming into contact with us and all persons/organizations with us and our activities. This includes the core team, volunteers, partner movements or organizations, filmmakers, social media influencers, film subjects, and participants.
- Establish a zero-tolerance policy for any form of harassment or violence: All group members should be made aware of the policy, which should clearly outline what constitutes harassment or violence and the consequences for violating the policy.

WHO ARE WE SAFEGUARDING FROM HARM?

- Child – all persons under the age of 18 (Breakthrough will not focus on children as subjects for storytelling; however, there may be times that there may be contact with them in the community).
- Vulnerable Adults – particularly those who require special support because of their age, sex, sexuality (LGBTQI+), disability, different ethnicity, and cultural practices. (Breakthrough intends to target those from the gender-diverse population, people with disabilities, and indigenous groups, known as the “target group”).
- All persons involved in the movement or its activities.

WHOSE RESPONSIBILITY IS IT TO SAFEGUARD?

- Everyone is responsible for keeping people safe from harm, particularly those who are co-founders (core team), partner movements, and organizations that support them.

WHO ARE WE SAFEGUARDING FROM HARM?

Due to cultural and social norms, the target group for Breakthrough activities may be survivors of gender-based violence or other forms of harm, such as:

- Physical abuse
- Emotional or mental abuse
- Sexual abuse, exploitation, and/or sexual harassment
- Neglect.

Therefore, Breakthrough and those associated with it must exercise their duty of care to reduce and minimize further harm to the target groups and all persons associated with their activities.





HOW WILL THIS PROTOCOL BE IMPLEMENTED?

Preventing and responding to incidents of harassment or violence is a crucial part of implementing a "Do No Harm" protocol. Here are some specific actions that could be taken within the context of the Breakthrough Movement promoting gender equality through storytelling:

- Undertake a risk assessment to highlight safeguarding risks associated with any of its activities where target groups may be present.
- Recruit and select volunteers, including filmmakers, requesting independent references, verifying these, and asking them the safeguarding questions during the interview process.
- Ensure all persons representing Breakthrough Movement sign and evidence they understand the Code of Conduct (See Annex A);
- Ensure that there is a guideline on social media (Annex B) to keep people safe online;
- Ensure that the privacy and dignity of those who are featured in photos, videos, and films by following the guidelines outlined in Annex C, including the Informed Consent Form;
- Create a safe reporting mechanism: Individuals who experience harassment or violence should be able to report the incident safely and securely. This could include an anonymous reporting system or a designated point person trained to handle such reports. **Complaint.breakthrough@gmail.com** accessed by two Safeguarding Focal Persons (SFPs) to whom individuals can speak confidentially.
- Apply a survivor-centered approach by providing survivors with information on external resources such as counseling services or legal support.
- Once a report is made, the SFPs should take immediate steps to address the situation, including launching an investigation, supporting the victim, and taking disciplinary action against the perpetrator if necessary.
- Foster a culture of respect and accountability: SFPs should be held accountable for upholding the policy and preventing safeguarding concerns. This could include ongoing education and training on consent, boundaries, and respectful communication.

By taking these specific actions, the Breakthrough Movement can create a safe and supportive environment free from abuse, exploitation, harassment, and violence. It is important to note that preventing and responding to safeguarding concerns requires ongoing effort and commitment from all group members. The protocol and procedures should be regularly reviewed and updated to ensure they are effective and support all individuals' well-being.



ANNEX A: CODE OF CONDUCT FOR VOLUNTEERS, PARTNERS, AND COLLABORATORS

I understand that my actions and behavior are crucial in creating a safe, inclusive, and respectful environment for all individuals involved. I agree to the following code of conduct:

I WILL:

1. Respect all individuals in all Breakthrough activities, including the short film festival, regardless of their race, gender, sexual orientation, disability, religion, or any other characteristics.
2. Maintain a professional attitude and behavior at all Breakthrough activities, including the short film festival.
3. Follow the guidelines and instructions provided by the Breakthrough and event organizers.
4. Report any concerns or incidents of harm or misconduct to the Safeguarding Focal Person or the reporting mechanism established by the Breakthrough.
5. Promote a safe and inclusive environment for all individuals involved in the short film festival.
6. Actively engage with participants, core team, and other volunteers to create a positive and supportive environment.
7. Participate in ongoing training[SP1] and support provided by Breakthrough to enhance your skills and knowledge.
8. Comply with all applicable laws and regulations, including those related to harassment, discrimination, and privacy.
9. Promote a safe environment for all individuals involved in the Breakthrough activities and report any concerns or incidents of harm or misconduct to the Safeguarding Focal Persons using the confidential email address: Complaint.breakthrough@gmail.com.

I WILL NOT:

1. Engage in discriminatory, abusive, or offensive behavior, including using discriminatory or offensive language.
2. Share personal information or stories about volunteers, children or vulnerable adults, participants, or other volunteers without consent.
3. Use social media platforms to post any content that is discriminatory, abusive, or offensive.
4. Behave in any way that may compromise the safety of participants, core team, or other volunteers.
5. Engage in any illegal or unethical behavior, including the use of drugs or alcohol while volunteering.
6. Use my volunteer position to promote or sell products or services that compete with the festival's sponsors or partners.
7. Ignore any concerns or incidents of harm or misconduct I may witness or become aware of.
8. Use when using social media:
 - Discriminatory or offensive language: Posting discriminatory or offensive language or comments about race, gender, sexual orientation, disability, religion, or other characteristics is unacceptable.
 - Inappropriate photos or videos: Posting photos or videos that are sexually suggestive, violent, or depict illegal activities is inappropriate and can reflect poorly on the short film festival.
 - Confidential information: Posting confidential information about participants, core team, or other volunteers without consent violates privacy and can create legal issues.
 - Conflicts of interest: Posting content that may create a conflict of interest or that may be perceived as biased or unfair, such as promoting products or services that compete with the festival's sponsors or partners, is inappropriate.
 - Disrespectful behavior: Posting disrespectful content to other volunteers, core team, or participants or engaging in online arguments or bullying is unprofessional and can create a hostile environment.
 - Misrepresentation: Posting content that misrepresents its values, mission, or activities is inappropriate and can damage its reputation.



By following these Dos and Don'ts, I understand that I will help to create a positive and safe environment for all individuals involved in Breakthrough activities to be held accountable for upholding the guidelines. Appropriate consequences should be established for violations, such as termination of my involvement with Breakthrough and possible reporting to other agencies, including law enforcement. By maintaining respectful and professional behavior, I will help promote equality and inclusive a successful and impactful short film festival.

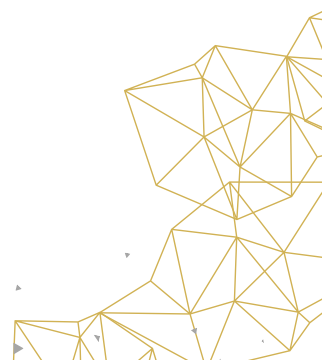
I have read and understand this code of conduct and agree to follow it while volunteering or participating in Breakthrough's activities.

Name: _____

Position: _____

Signature: _____

Date: _____





ANNEX B: SOCIAL MEDIA GUIDELINES

Social media guidelines are rules and recommendations that outline how volunteers should use social media platforms responsibly and professionally. Social media guidelines are essential for promoting a positive and inclusive image of the short film festival and preventing any harm or misconduct due to inappropriate social media use. Here are some critical considerations for social media guidelines:

1. Purpose: Social media guidelines should have a clear purpose, which is to promote professional and respectful behavior on social media platforms and to ensure that the values and mission of the short film festival are reflected in any social media activity.
2. Scope: Social media guidelines should apply to all volunteers, core team, and participants involved in the short film festival and should cover all social media platforms used to promote or communicate about the festival.
3. Content: Social media guidelines should provide specific examples of inappropriate content that volunteers should avoid, such as discriminatory or offensive language, inappropriate photos or videos, and confidential information.
4. Professionalism: Social media guidelines should emphasize the importance of maintaining professionalism on social media platforms, including refraining from engaging in online arguments or bullying and avoiding any behavior that may undermine the credibility of the short film festival.
5. Confidentiality: Social media guidelines should emphasize the need to maintain confidentiality and protect the privacy of participants, core team, and other volunteers.
6. Reporting mechanism: Social media guidelines should provide information on reporting any concerns about inappropriate social media use, including the name and contact information of the designated point person or the reporting mechanism established by the Breakthrough.
7. Review and update: Social media guidelines should be reviewed and updated regularly to ensure they remain relevant and effective in promoting responsible and professional social media use.

By providing clear and comprehensive social media guidelines, volunteers will better understand their responsibilities and expectations when using social media platforms to promote or communicate about the short film festival. It's important to communicate these guidelines to all volunteers and provide ongoing support and training to ensure everyone understands and follows them. Additionally, volunteers should be held accountable for upholding social media guidelines, and appropriate consequences should be established for violations. By maintaining respectful and professional social media behavior, volunteers can help to create a positive and inclusive image for the film festival and promote gender equality.