

Safeguarding Policy

Policy Statement

People's Planet Project (hereafter 'PPP') is committed to safeguarding and protecting the rights of vulnerable populations, key among them the Indigenous communities and Indigenous youth with whom we partner. PPP's goal is to empower Indigenous communities in their fight against deforestation, and so we work closely with Indigenous peoples worldwide.

The purpose of this Policy is to protect Indigenous peoples and youths from harm. This Policy sets out PPP's commitment to ensuring that our work with Indigenous peoples, and with Indigenous youths, proceeds in a way that fosters full respect for and promotes and safeguards of the rights and dignity of Indigenous peoples. PPP will ensure that our partnerships with Indigenous peoples are carried out with full Free, Prior, and Informed Consent, that Indigenous communities are constantly involved in decision-making processes relating to our projects, and that Indigenous autonomy and dignity is fully respected.

PPP recognizes that Indigenous peoples and youths face certain risks and threats. This Policy will provide a framework for anticipating and avoiding negative impacts to Indigenous peoples, and responding appropriately in times when this fails.

Scope

This Policy applies to all PPP staff, volunteers, and its Board of Directors, as well as third parties considered partners, etc., who in this Policy will be referred to as PPP personnel.

Definitions

- Free, Prior, and Informed Consent (FPIC): a right held by Indigenous peoples which allows them to give or withhold consent to a project that may affect them or their territories, withdraw previously given consent at any time, and can negotiate the conditions of a project. This right is based on the principles that (a) all peoples have the right to self-determination and (b) all peoples have the right to freely pursue their

economic, social and cultural development. Consent can be given either in written form or recorded verbally, acknowledging that Indigenous communities may have preferences regarding this procedure.

- Youth/child(ren): individuals under the age of 18, regardless of whether they are living independently.
- Exploitation: the actual or attempted abuse of a position of vulnerability, power differential, or trust for the benefit of the individual leveraging their position, power, privilege, or wealth (through enticement, manipulation, coercion or trickery) to engage a person in forced or illegal activities.
- Abuse: anything which individuals, institutions, or processes do or fail to do which directly or indirectly harms a person or damages their prospect of safe and healthy life and development. The main categories of Abuse are Physical Abuse, Emotional Abuse, Neglect/Negligent Treatment, Sexual Exploitation & Abuse, and Exploitation.

Policy & Guidelines

PPP carries out activities, specifically the facilitation of filmmaking and geospatial mapping workshops, in partnership with Indigenous communities, which include as participants Indigenous peoples and youth. The youth involved in these workshops will be 16 years of age or older. PPP commits to ensuring the rights of Indigenous peoples and youth, obtaining FPIC at all steps of our activities, avoiding all manners of exploitation, abuse, or other negative impacts, and minimizing the risks of such things occurring.

At all stages of PPP's activities, Free, Prior, and Informed Consent (FPIC) processes will be followed. We acknowledge that these processes do not guarantee consent; possible outcomes are consent, consent after negotiation and revision of the project, or withholding consent. PPP will only carry out activities with full consent from our Indigenous partners, and commits to maintaining that consent, or ceasing activity, via constant communication and full transparency. No coercion or corruption may occur in order to obtain consent, as this means the consent is not freely given. All information regarding projects must be shared in full and with complete honesty.

Certain PPP personnel will deal with different types of risks included in this Policy.

- Project Lead & Project Coordinator: Directly interact with Indigenous peoples and youth when carrying out PPP activities (GeoStory Camps).
- Videographers, editors, and geospatial analysts: Will be handling data from Indigenous peoples and youths, including video, images, and maps.
- Communications and outreach staff: Will be handling data from Indigenous peoples and youths, including video, images, and maps.
- Other non-local PPP personnel: This includes anyone who is not working directly as part of a GeoStory Camp, and is thus interacting primarily remotely, virtually,

or indirectly with Indigenous peoples and youth. For example environmental lawyers, M&E consultants, etc.

(a) Before Projects Begin

Prior to the establishment of any partnership or project, PPP will communicate extensively and transparently with the involved Indigenous community/communities. All details regarding the projects to be carried out will be communicated with the utmost honesty and transparency, and we will also take input from the Indigenous communities regarding their priorities, expectations, and limitations. These discussions will form the basis for any partnership formed. Although PPP provides equipment, the curriculum, and organizes the workshops, Indigenous communities will hold complete autonomy throughout the process and will guide the final form of the workshops.

(b) During Projects

PPP personnel will work to ensure that projects are carried out as agreed with our Indigenous partners, and that if any changes need to be made, our Indigenous partners are consulted, made fully aware of what these changes are, and give their consent for the changes to be made. If consent is withdrawn for the project because of any proposed changes, activities will cease and will be resumed only if an agreement is reached between PPP and our Indigenous partners.

In addition, PPP personnel will commit to paying attention to situations where abuse or exploitation might occur, and mitigating against the possibility.

(c) After Projects & Monitoring & Evaluation

PPP's Monitoring & Evaluation (M&E) processes will also pay attention to the implementation of FPIC and safeguarding processes. We will follow up on whether or not projects aligned with and met the expectations of Indigenous communities, as well as what changes we can make to our processes to ensure that communication and expectations proceed better.

(d) Data Privacy

It is important that PPP maintains a high level of confidentiality and data privacy, especially as we work with digital content, including documentary films and geospatial data. No personal information, including for example names, locations, etc., will be shared publicly without the explicit written or verbal consent of the parties involved. In addition, the risks of sharing any information publicly will be carefully analyzed for adverse consequences before any decisions are made. When necessary or appropriate, and with the consent of the parties involved, PPP will use such tactics like anonymizing third parties, using aliases, etc. Any information that has been collected which a third

party withdraws their consent to be used will be promptly deleted from public and/or private channels and/or destroyed.

PPP will obtain explicit written or verbal consent for videos and images of Indigenous peoples and youths to be used in its activism, marketing, outreach, etc. activities, including use in official content, posting on social media channels, or use in newsletters. Indigenous peoples will be informed exactly how their videos and images will be used (e.g. in promotional content, for fundraising purposes, etc.) and on what platforms (e.g. social media, email newsletters, website, grant applications, etc.).

Any film or visual content published on PPP's platform 'Tribal Stories' will also only be published with the consent of the Indigenous creators and those depicted within the content.

(e) Youth

Special attention must be given to protecting the rights and interests of Indigenous youth, as minors participating in PPP's projects. It is strictly forbidden for PPP personnel to engage in any actions that are abusive or exploitative, and PPP will guard against exploitation and abuse at every step. PPP is committed to safe employment and recruitment practices that reduce the risk of harm to youth from people unsuitable to work with them or have contact with them. PPP personnel will also be informed of what to look out for in terms of abuse or exploitation, to guard against abuse or exploitation by third parties.

When working with youth, not only must the individual give full consent to be involved in projects and for their work and any film or images of them to be used, but also family members, guardians, and/or elders should be informed and consent as well.

Grievance Mechanism & Oversight

Any PPP staff, partner, participant of a project, or other involved third party is welcome and encouraged to voice concerns, complaints, or queries to the Project Coordinator.

If you are a victim of a violation of this Policy, such as abuse, mistreatment, or exploitation, or you suspect that a violation has occurred or may occur in the future, a report should immediately be made to the Project Coordinator. If the Project Coordinator is the cause of this report or related to this report, or you believe this may be the case, the next point of contact is the Commission of the Board of Directors, which has ultimate oversight over PPP's activities, and operates independently of the on-the-ground team. The Commission can also be approached with general concerns or queries.

Approaching the Project Coordinator can be done in person or via digital communication (eg. email, Whatsapp). Project Coordinators may change depending on the project. To contact the Commission, this can be done via email to:

commission@peoplesplanetproject.org

Please include as much information and as many details as possible within your communication, so that the situation can be fully understood and all the appropriate steps taken. Detailed reports of actual and suspected violations also helps PPP to strengthen its commitment to protecting the rights of Indigenous peoples and youth, so as to decrease future risks as well.

On behalf of the Board of Directors

Anti-Bribery & Corruption Policy

Policy Statement

People's Planet Project (hereafter 'PPP') does not tolerate any form of corruption, and strictly prohibits any form of bribery, including both offering bribes and accepting bribes. We are committed to upholding systems, procedures and practices that reduce the risk of and exposure to bribery and corruption, including forms such as fraud, theft, nepotism, conflicts of interest, money laundering, extortion, or any other financial crime. PPP is committed to conducting work in accordance with all applicable laws and regulations.

The purpose of this Policy is to elucidate the details of what constitutes bribery and corruption and how PPP guards against bribery and corruption, as well as provide a guide to combating bribery and corruption within the organization. As a non-profit organization handling funds that come primarily in the form of grants and donations and carrying out activities in countries worldwide, PPP recognizes that it is exposed to financial and ethical risks related to improper handling of finances. We aim to avoid and minimize these risks to the greatest extent possible, in order to ensure that PPP operates in an ethical and responsible manner, and in line with our values of integrity, transparency, and commitment to human rights.

Scope

This Policy applies to all PPP staff, volunteers, and its Board of Directors, as well as third parties considered partners, beneficiaries, etc., who in this Policy will be referred to as PPP personnel.

Definitions

- Bribery: the offering, promising, giving, accepting or soliciting of money, gifts or other advantage in exchange for goods or services that are illegal or a breach of trust.
- Bribe: an inducement or reward offered, promised or provided in order to gain any commercial, contractual, regulatory or personal advantage.
- Corruption: the abuse of power or influence for private gain.

- Facilitation payments: bribes or small unofficial payments offered or given to a government official, agent, or representative with the goal of 'facilitating' or expediting the performance of a routine or necessary action to which the payer of the facilitation payment has a legal or other entitlement.
- Kickbacks: bribery where payment is received in exchange for illegal services.
- Gifts & hospitality: These include both small and large gifts, including for example such things as small mementos, meals, holidays, and other gifts.

Policy

All forms of bribery are strictly prohibited. PPP personnel may not engage in bribery, either directly or via a third party.

It is not acceptable to:

- (a) give, promise to give, or offer a payment or other advantage with the expectation that the receiving party will provide an advantage in return;
- (b) accept a payment or other advantage from a third party with the expectation that it will lead to a business advantage for them;
- (c) give, promise to give, or offer facilitation payments;
- (d) act in any way that could be perceived as engaging in bribery or corruption.

If you are asked to make a payment on PPP's behalf, you should always consider what the payment is for and whether the amount requested is proportionate to the goods or services provided. You should always ask for a receipt which details the reason for the payment. If you have any suspicions, concerns or queries regarding a payment, these should be directed to the Head of Operations.

PPP and PPP personnel must not offer any gifts or hospitality to third parties. In particular, PPP personnel must not offer any gifts or hospitality which could be regarded as improper or illegal, or which violate any policies or laws. As PPP is funded via grants and donations, there are no situations where it is appropriate to use these funds for gifts or hospitality for third parties.

PPP will not make donations, in cash or kind, or provide support for political parties or political candidates.

Responsibilities: Record-keeping and Reporting

All PPP personnel must read, understand, and comply with this Policy.

In order to comply with this Policy and reduce the risk of corruption, PPP personnel will keep proper and adequate financial records for the receipt and use of all funds, as well

as of financial decisions made. Properly kept records facilitate transparency and accountability, to partners, beneficiaries, donors, and the general public, in addition to reducing the risk of bribery and corruption.

All of PPP's funds and expenses will be used appropriately, with full evidence of business reason accompanying the use and receipt of all funds. All accounts, invoices, records, and other documents should be prepared with strict accuracy and completeness. No accounts will be kept "off-book".

The prevention, detection, and reporting of violations or suspected violations of this Policy is the duty of PPP personnel. Any suspected violation or suspicion of malpractice should be reported to the Head of Operations at the earliest time possible, following the guidelines from section 'Whistleblowing'. These reports should be made as soon as possible if you are offered a bribe by a third party, are asked to make one, suspect that this may happen in the future, or believe that you are a victim of another form of unlawful activity.

If you are unsure about whether a practice constitutes bribery or corruption, or have any queries about this Policy or other ethical concerns, these can be raised with the Head of Operations.

Any violations of this Policy can result in disciplinary action, including dismissal, and are subject to law.

Whistleblowing

If anyone suspects that bribery or corruption has taken place, they must report it without delay to the Head of Operations. This reporting channel is open for use by all PPP personnel and related third parties. The report can be made via email to:

info@peoplesplanetproject.org and/or report@peoplesplanetproject.org

Please include as much information and as many details as possible within reports, in order to increase the chances of an effective investigation and appropriate actions taken in response to the report. Detailed reports of actual and suspected violations also helps PPP to strengthen its anti-corruption and accountability processes, so as to decrease future risks as well.

Reports and the identity of those who filed a report will be kept strictly confidential. Reports and investigation documents will be handled on a legitimate and need-to-know basis. Details will only be shared with others as necessary for investigations to be carried out.

There will be no retaliation against or harassment of anyone who has reported reasonably held suspicions of bribery or corruption, and made a report in good faith. Reports made in good faith will not be subject to any disciplinary or similar actions even if no wrongdoing is found after investigation. Any form of retaliation should also be reported to the Head of Operations. Retaliation refers to any detrimental treatment, including dismissal, disciplinary action, threats, harassment, or other unfavourable treatment connected with raising a concern.

Oversight

This Policy is the responsibility of PPP's Board of Directors.

On behalf of the Board of Directors