

General Code of Conduct Framework



1. SCOPE

Our vision is a world with rich forest nature. Forest of the World (FoW) is guided by the UN Sustainable Development Goals, the International Bill of Human Rights and Indigenous Peoples rights, the Paris Agreement as well as the United Nations' Global Compact. This General Code of Conduct Framework (CoC) covers all of Forests of the World's activities. It outlines values and standards that we expect our staff and volunteers to follow. We encourage our partners to follow this General Code of Conduct Framework and to implement it into their work, when relevant.

2. COVERAGE

This document applies to all FoW staff members - whether full time, part time, or engaged on fixed-term contracts - at any and all offices and working locations of FoW. All persons receiving their salaries directly from FoW are considered FoW staff.

It also applies to other representatives working with FoW, including (but not limited to) volunteers (including board members), consultants, contractors, suppliers, vendors, interns, visitors (e.g. donors), dependents accompanying staff while working for FoW, and other individuals acting as representatives of FoW.

3. RESPONSIBILITY

FoW's Secretary General and Board has the overall responsibility for the CoC and all subsequent documents.

Every staff member has the responsibility of familiarising themselves with this document and the adherent policies.

4. HUMAN RIGHTS AND LABOUR RIGHTS

FoW supports and protects international human rights including labour rights. We thus comply with national legislation as well as local labour rules and regulations as described in our Local Agreement (Danish: [Husaftale](#)) and in our [Guideline for International Cooperation](#).

5. NON-DISCRIMINATION

FoW and our partners must provide a workplace free of harassment and not discriminate against anyone i.e. based on characteristics such as race, gender, age, religion, sexual orientation, ethnicity, nationality, political affiliation, marital status, disability, union membership etc.

Our [Ethical Code of Conduct](#) explains what is considered unethical and our commitments to combat bullying, discrimination, sexual harassment, exploitation and abuse.



6. ANTI-CORRUPTION

FoW has zero tolerance when it comes to corruption and expects our partners to take the same approach. Our detailed zero tolerance approach is explained in our [Anti-Corruption Code of Conduct](#).

7. ENVIRONMENTAL AND PROCUREMENT POLICY

FoW actively assumes our responsibility to reduce the negative environmental impact of our activities as outlined in our [Environmental and Procurement Policy](#).

8. SAFETY AND SECURITY GUIDELINES IN RELATION TO TRAVELS

FoW's work inevitably involves travelling or staying in foreign countries and forest territories, where the cultural and environmental context is different, and we therefore encourage all staff and volunteers to take our [Safety & Security Guide](#) into consideration.

9. GDPR AND DATA SECURITY POLICY

FoW adhere to the [GDPR regulations](#) and strive to keep data stored in a correct and secure manner and delete personal data when no longer used i.e. in relation to FoW campaigns, petitions and supporters. Employers are also required to follow GDPR regulations.

10. FEEDBACK AND COMPLAINT HANDLING

FoW encourages dialogue, transparency and accountability in relation to the CoC. All staff, volunteers, partners and beneficiary communities can feel free and safe to contact us with any observation, feedback or complaint related to our conduct. Through our [Feedback and Complaint Handling Mechanism](#), we seek to provide the best facilities for persons submitting feedback or a complaint. Complaints can be submitted to FoW through various channels as described on our [website](#).

FoW encourages feedback and complaints to be submitted and sees every inquiry as a symbol of a well-functioning Feedback and Complaint Handling Mechanism.

11. IMPLEMENTATION AND MONITORING

FoW will continuously monitor and report on this CoC and the work related hereto as outlined in the individual documents mentioned herein.

12. REVIEW

The CoC and underlying documents will be reviewed every year or more frequently if necessary.

Date for latest update	Changes made	Responsible
February 2021	First version adopted	
February 2024	Minor changes and links	ANH/ALJ

