



ETHICS AND CODE OF CONDUCT OF RYTHMUS

Effective Date from-14.11.2024

1. Code of Ethics for RYTHMUS:

We are committed to upholding the highest standards of ethical conduct in all our activities. This Code of Ethics serves as a guideline for our actions, helping us maintain integrity, transparency, and accountability as we work towards our mission of "Empowering individuals, uniting communities, and inspiring a collective spirit to drive positive change, nurture a harmonious relationship with nature, and create a sustainable world for future generations."

Core Values

Integrity: We act with honesty and transparency in all our dealings. We honor our commitments and take responsibility for our action

Respect: We treat all individuals with dignity, fairness, and respect. We value diversity and inclusivity in our workplace and in the communities we serve.

Accountability: We are accountable to our stakeholders; including donors, beneficiaries, staff, and the communities we work with. We ensure that resources are used efficiently and responsibly.

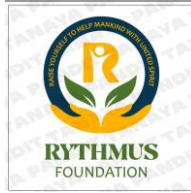
Compassion: We approach our work with empathy and a commitment to improving the lives of those we serve. We listen to and respect the voices of the communities we support.

Professional Conduct

Compliance: We adhere to all applicable laws, regulations, and organizational policies. We also comply with ethical standards in our sector.

Conflict of Interest: We avoid situations where personal interests conflict with the interests of the NGO. Any potential conflicts must be disclosed and managed appropriately.

Confidentiality: We respect the confidentiality of information obtained in the course of our work, including personal data and



organizational secrets. Information will only be shared when authorized and necessary for the mission.

Financial Integrity

Transparency: We maintain transparency in all financial dealings. Our financial records are accurate and reflect the true nature of our operations.

Donor Relations: We use donated funds responsibly and in alignment with donor intentions. We provide clear and honest reporting to donors about how their contributions are used.

Respect for Beneficiaries

Empowerment: We empower beneficiaries by involving them in decision-making processes and respecting their rights and opinions.

Non-Discrimination: We provide services and support without discrimination based on race, ethnicity, gender, religion, disability, or any other characteristic.

Workplace Environment

Harassment: We are committed to creating a work environment free from harassment, bullying, and discrimination. All employees and volunteers are entitled to work in an environment where they are respected and valued.

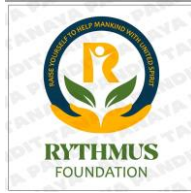
Health and Safety: We prioritize the health and safety of our employees, volunteers, and beneficiaries. We adhere to best practices and legal requirements to ensure a safe working environment.

Ethical Partnerships

Collaboration: We engage in partnerships that align with our mission and values. We are cautious about associating with organizations or entities that may compromise our integrity.

Advocacy: We advocate for our cause in an ethical manner, avoiding misrepresentation or exaggeration of facts.

Reporting and Accountability



Reporting Misconduct: We encourage the reporting of unethical behavior or violations of this Code. Reports can be made without fear of retaliation.

Review and Improvement: This Code will be reviewed periodically to ensure it remains relevant and effective. We are committed to continuous improvement and responsiveness to ethical challenges

2. Code of Conduct for RYTHMUS

The Code of Conduct at RYTHMUS establishes the principles and standards of behavior expected from all individuals associated with our organization. This includes employees, volunteers, board members, and partners. Adherence to these guidelines is crucial for maintaining the trust and respect of the communities we serve and our stakeholders.

Commitment to the Mission

Alignment with Mission: All actions and decisions should align with the mission and values of RYTHMUS. We are dedicated to advancing our goals with integrity and purpose.

Professional Behavior

Respect and Dignity: Treat everyone with respect and dignity. This includes colleagues, beneficiaries, partners, and the public. Avoid behaviors that could be perceived as harassment, discrimination, or bullying.

Integrity: Act honestly and transparently in all interactions and transactions. Avoid any actions that could be construed as a conflict of interest.

Confidentiality: Safeguard the confidentiality of sensitive information obtained through work or association with the NGO. Share information only on a need-to-know basis and with proper authorization.

Accountability

Compliance with Policies: Adhere to all organizational policies, procedures, and relevant laws and regulations. Ensure that you are familiar with and follow the guidelines set forth by the NGO.



Reporting Misconduct: Report any breaches of this Code of Conduct, unethical behavior, or violations of policies. Reports should be made through appropriate channels, and the organization will protect individuals who report misconduct from retaliation.

Financial Responsibility

Use of Resources: Use organizational resources, including financial resources, responsibly and only for their intended purposes. Avoid misuse or misappropriation of funds and property.

Transparency: Ensure that financial records and transactions are accurate, transparent, and reflective of the true nature of the NGO's operations.

Conduct in the Workplace

Professionalism: Maintain a high standard of professionalism in all workplace interactions. This includes punctuality, appropriate dress, and respect for workplace norms and rules.

Health and Safety: Follow all health and safety guidelines to ensure a safe working environment. Report any hazards or safety concerns immediately.

Relationship with Beneficiaries

Empowerment and Respect: Engage with beneficiaries in a respectful, supportive, and empowering manner. Ensure that their dignity and rights are upheld.

Non-Discrimination: Provide services and support without discrimination based on race, gender, religion, nationality, sexual orientation, or any other characteristic.

External Relations

Representation: When representing the NGO, do so with professionalism and in alignment with the organization's values and



mission. Ensure that statements and actions reflect positively on the organization.

Partnerships: Enter into partnerships and collaborations that are consistent with the NGO's values and mission. Avoid associations that could conflict with or damage the NGO's reputation.

Social Media and Communication

Responsible Use: Use social media and other communication channels responsibly. Ensure that any posts or communications related to the NGO are accurate, respectful, and align with our values.

Personal vs. Professional: Clearly distinguish between personal opinions and official organizational positions when communicating publicly.

Continuous Improvement

Feedback and Development: Engage in ongoing learning and development to enhance your skills and knowledge. Provide feedback to help improve organizational practices and policies.