



Tanzania Renewable Energy Association (TAREA)

Safeguarding Policy

Policy Version: 1.0

Approved by: Executive Committee

Effective Date: 3 February 2025

Review Date: 31 January 2028

1.0 Policy Statement

The Tanzania Renewable Energy Association (TAREA) is committed to creating a safe and respectful environment for all individuals who engage with the Association, including employees, members, volunteers, consultants, partners, event participants, community beneficiaries, and the general public.

TAREA has zero tolerance for abuse, exploitation, harassment, or neglect of any kind. The Association is committed to preventing harm and responding promptly and appropriately to safeguarding concerns.

This policy applies to all TAREA activities, including but not limited to training programs, conferences, field visits, community engagements, research activities, advocacy work, internships, and digital communications.

2.0 Legal and Regulatory Framework

This policy aligns with the laws and regulations of the United Republic of Tanzania, including:

- (i) Law of the Child Act
- (ii) Sexual Offences Special Provisions Act
- (iii) Employment and Labour Relations Act
- (iv) Anti-Trafficking in Persons Act

TAREA also aligns with internationally recognized safeguarding standards and human rights principles.

3.0 Scope

This policy applies to:

- (i) TAREA members
- (ii) Staff (permanent, temporary, and interns)
- (iii) Volunteers
- (iv) Consultants and contractors
- (v) Member organizations when participating in TAREA activities
- (vi) Event participants and partners

All individuals associated with TAREA are required to comply with this policy.

4.0 Definitions

Safeguarding: Measures taken to protect individuals from abuse, exploitation, neglect, and harm.

Child: Any person under 18 years of age.

Vulnerable Adult: An individual aged 18 or over who may be unable to protect themselves from harm due to disability, age, illness, or other circumstances.

Abuse may include:

- (i) Physical abuse
- (ii) Sexual abuse or exploitation
- (iii) Emotional or psychological abuse
- (iv) Neglect
- (v) Financial exploitation
- (vi) Harassment (including sexual harassment)
- (vii) Bullying or discrimination

5.0 Guiding Principles

TAREA commits to:

- (i) Acting in the best interests of children and vulnerable adults
- (ii) Promoting equality and non-discrimination
- (iii) Ensuring transparency and accountability
- (iv) Listening to and respecting concerns
- (v) Maintaining confidentiality
- (vi) Responding promptly to allegations

6.0 Roles and Responsibilities

6.1 Executive Committee

- (i) Approves and reviews this policy
- (ii) Ensures adequate safeguarding oversight

6.2 Executive Secretary

- (i) Ensures implementation of this policy
- (ii) Ensures staff training and awareness

6.3 Safeguarding Focal Person

TAREA shall appoint a Safeguarding Focal Person responsible for:

- (i) Receiving reports of safeguarding concerns
- (ii) Maintaining secure records
- (iii) Coordinating appropriate action
- (iv) Liaising with authorities when required

6.4 Staff, Members, and Volunteers

- (i) Comply with this policy
- (ii) Report safeguarding concerns immediately
- (iii) Maintain professional boundaries

7.0 Code of Conduct

All individuals associated with TAREA must:

- (i) Treat everyone with dignity and respect
- (ii) Avoid situations that could lead to harm or allegations
- (iii) Not engage in sexual relationships with minors
- (iv) Not exchange money, employment, goods, or services for sexual favours
- (v) Avoid private, unsupervised meetings with minors where possible

- (vi) Not tolerate harassment or discrimination
- (vii) Use appropriate communication, including on social media

8.0 Safe Recruitment and Training

TAREA will:

- (i) Conduct reference checks where appropriate
- (ii) Require signed Code of Conduct agreements
- (iii) Provide safeguarding training for staff and volunteers
- (iv) Ensure event facilitators understand safeguarding expectations

9.0 Reporting Safeguarding Concerns

9.1 Duty to Report

Any person who becomes aware of abuse or suspected abuse must report it immediately to the Safeguarding Focal Person.

9.2 Reporting Channels

Reports may be made:

- (i) In person
- (ii) By email
- (iii) By phone
- (iv) Through a confidential reporting mechanism (if available)

Anonymous reporting shall be permitted where feasible.

9.3 Protection from Retaliation

TAREA prohibits retaliation against any person who raises a safeguarding concern in good faith.

10.0 Response Procedures

Upon receiving a report, TAREA will:

- (i) Ensure immediate safety of the affected person
- (ii) Document the concern
- (iii) Conduct a preliminary assessment
- (iv) Refer the matter to relevant authorities when legally required
- (v) Take appropriate internal disciplinary measures

Serious criminal allegations shall be reported to the relevant Tanzanian authorities.

11.0 Confidentiality and Data Protection

All safeguarding information will be handled confidentially and shared only on a need-to-know basis, in compliance with applicable laws. Records shall be stored securely.

12.0 Safeguarding in Events and Field Activities

For conferences, trainings, and community engagements, TAREA will:

- (i) Conduct basic risk assessments
- (ii) Ensure safe venues
- (iii) Ensure safeguarding briefings for facilitators
- (iv) Ensure appropriate supervision of minors
- (v) Avoid inappropriate photography or media use without consent

13.0 Monitoring and Review

This policy shall be reviewed annually or following any serious safeguarding incident.

14. Breach of Policy

Failure to comply with this policy may result in:

- (i) Disciplinary action
- (ii) Termination of employment or contract
- (iii) Suspension of membership
- (iv) Reporting to authorities

Approval

Signed:



Name: Dr.-Eng. Prosper Remmy Magali

Title: Chairperson

Date: 3 February 2025