



WELL BEING FOUNDATION

Creating Ripples of Sustainable Change

Volunteer and Staff Conduct Policy

WELL BEING FOUNDATION is committed to maintaining a professional, respectful, ethical, and safe working environment for all employees, volunteers, consultants, and representatives of the organization. Every individual associated with the Foundation is expected to conduct themselves with honesty, integrity, dignity, and accountability while carrying out organizational duties and responsibilities.

All staff and volunteers shall treat beneficiaries, colleagues, donors, partners, and community members with courtesy, fairness, and respect regardless of gender, religion, caste, ethnicity, age, disability, or social background. Discrimination, harassment, bullying, abuse, intimidation, or any form of inappropriate behavior will not be tolerated.

Employees and volunteers are expected to follow organizational policies, maintain confidentiality of sensitive information, use organizational resources responsibly, and avoid conflicts of interest. Any misuse of authority, fraud, corruption, theft, or unethical conduct is strictly prohibited and may result in disciplinary or legal action.

The Foundation encourages teamwork, professionalism, transparency, and mutual respect in all interactions and activities. Staff and volunteers must comply with all applicable laws, safeguarding standards, and health and safety requirements while representing the organization.

Any misconduct, policy violation, or inappropriate behavior should be reported promptly to the management for investigation and corrective action. WELL BEING FOUNDATION is dedicated to fostering a culture of responsibility, compassion, and ethical service.



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