

General Section of the Code of Conduct

Rules for all employees and volunteers in the Archdiocese of Freiburg

1. Church conduct is incompatible with any form of violence:

I am aware that church conduct is incompatible with any form of physical, verbal, psychological or sexual violence. This includes any behaviour that violates or disrupts respect for other people and their personal development.

2. I support and protect those entrusted to my care:

I support the people entrusted to my care in their development into self-reliant individuals capable of living in community. I uphold their right to mental and physical integrity and their right to support, and I empower them to stand up effectively for these rights.

3. I respect rights and dignity:

My work with the people entrusted to my care is characterised by respect and trust. I respect their rights and their dignity.

4. I respect privacy and personal boundaries:

I handle closeness and distance with care and responsibility. I respect the privacy and personal boundaries of the people entrusted to my care. In doing so, I also respect my own boundaries. This also applies to the handling of images and media, particularly when using digital media.

5. I take a proactive stance:

I am mindful of any breaches of personal boundaries and take the necessary and appropriate measures to protect those entrusted to my care. I actively take a stand against any discriminatory, violent or sexist behaviour, whether in word or deed. If people behave in a sexually abusive manner or exploit power and violence in any way, I will advocate for the protection of the people entrusted to my care.

I will intervene if those entrusted to my care behave in a way that violates others' boundaries.

6. I listen when someone wishes to confide in me:

I listen when those entrusted to my care wish to explain to me that they are being subjected to emotional, verbal, sexualised and physical abuse by others. I am aware that such abuse can be perpetrated by offenders of any gender and that anyone, regardless of their age or gender, can be affected.

7. I do not exploit dependencies and act transparently and honestly:

I am aware of my special position of trust and authority in relation to those entrusted to my care. I act in a transparent and honest manner. I do not exploit dependencies and do not abuse the trust of those entrusted to my care.

8. I know that any form of violence towards those entrusted to my care has consequences:

I am aware that any violent statement or action, and any sexualised act in a relationship with those entrusted to my care, has consequences under employment law, disciplinary procedures and/or criminal law.

9. I am familiar with the procedures and know who can support me:

I am familiar with the reporting and complaints procedures and the relevant contact persons within the Archdiocese of Freiburg, the relevant association or the relevant organisation. In cases of doubt, suspicion or alleged misconduct, I will seek advice, assistance in clarifying the matter or support.

10. I will report any suspicion of, or knowledge of, sexualised violence:

If I become aware of circumstances that suggest sexual violence, I shall immediately inform my line manager, the relevant member of senior management, or one of the contact persons appointed by the Archbishop. The same applies if I become aware, in a work-related context, of the initiation or outcome of an ongoing investigation or of a conviction that has been handed down. Any state or Church obligations of confidentiality or duties to report to Church or state authorities (e.g. the (state) youth welfare office, school supervisory authority) as well as to line managers remain unaffected by this.