



Sustainable@EDU
SUSTAINABLE EDUCATION

Millennium@EDU SUSTAINABLE EDUCATION

Code of Conduct and Management Procedures

August 25, 2021

The Management Board of the Foundation Millennium@EDU SUSTAINABLE EDUCATION hereby establishes the “Code of Conduct and Management Procedures”.

Considering that, Millennium@EDU SUSTAINABLE EDUCATION Foundation is a Non-Profit and Non-Governmental Organization, incorporated on September 15, 2013, in Switzerland, registered at the Geneva Registry of Commerce, on December 5, 2013, under registration number CH-660-3080013-3 and IDE/UID no. CHE-280.104.593.

Considering that, Millennium@EDU SUSTAINABLE EDUCATION is a multi-stakeholder Initiative involved in education and technology and local or regional partners, which provide a strong link the context of their communities and countries that are willing to provide comprehensive EdTech solutions for learning and education as their contribution for the achievement of the Sustainable Development Goals (SDGs).

Considering that the Mission of Millennium@EDU SUSTAINABLE EDUCATION is to contribute to the achievement of the United Nations Sustainable Development Goals (SDGs) as a follow up of its contribution for the Millennium Development Goals (MDGs), through the use of Information Communication and Scientific Technologies (ICSTs) in Learning and Education, while fostering key 21st Century Skills, such as critical thinking, problem solving, communication, collaboration and creativity, among others, as well as Sustainable Development Literacies and Education for Sustainable Development.

Considering the principles stated in the Statutes of Foundation Millennium@EDU SUSTAINABLE EDUCATION, namely art. 3 (Object and purpose), number 1 and considering the alignment to the United Nations Sustainable Development Goals (SDGs), from which we highlight, in this context , SDG8 “Promote sustained, inclusive and sustainable economic growth, full and productive employment and decent work for all”.

Considering the Regulations of the Management Board of the Foundation Millennium@EDU SUSTAINABLE EDUCATION” dated February 28, 2018, particularly art. 13 (Board Members' duties: general provisions) number 1, 2 and 3 d) and art. 17 (Executive Committee) number 3 j).

“Article 13. Board Members' duties: general provisions

1. In the performance of his duties, a Board Member shall act in good faith and shall comply with the duties prescribed by applicable law, the Foundation Statutes, and these Management Board Regulations, acting in furtherance of the Foundation interests.

2. The Management Board shall perform its duties in furtherance at all times of the interest of the Foundation. In the performance of its duties, the Management Board will seek the Foundation interest and will act with a unity of purpose and independent judgment, affording equal treatment to all stakeholders, which shall not prevent consideration of other lawful public or private interests that converge in the development of any foundation activity, particularly those of the employees, among other stakeholders.

...

3. d) Inquire into and give notice to the Management Board of any irregularities in the management of the Foundation of which the Board Member may have had notice, and monitor any situation of risk.

Article 17. Executive Committee

17. j) Promulgate guidelines, including guidelines for planning, controlling, reporting, finance, personnel, information and other technologies.”

Regulations of the Management Board of Millennium@EDU SUSTAINABLE EDUCATION

Considering that, the Management Board Regulation includes a Code of Conduct and it is important to densify and establish the procedures for its effective implementation.

Considering that Millennium@EDU SUSTAINABLE EDUCATION is a member of the United Nations Global Compact since 8 July, 2014 and is committed to its “Ten principles”, incorporating them into internal operations and work ethics, ensuring human rights are respected and labor conditions are provided, as well as considering environment responsibility and anti-corruption practices, and from which the integration of the following principles assumes particular importance in the Foundation’s Code of Conduct:

- “Principle 1: Businesses should support and respect the protection of internationally proclaimed human rights; and
- Principle 2: make sure that they are not complicit in human rights abuses
- Principle 3: Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining;
- Principle 4: the elimination of all forms of forced and compulsory labour;
- Principle 5: the effective abolition of child labour; and
- Principle 6: the elimination of discrimination in respect of employment and occupation
- Principle 10: Businesses should work against corruption in all its forms, including extortion and bribery.”

Considering that, the main stakeholders of Millennium@EDU SUSTAINABLE EDUCATION are encouraged to subscribe to the United Nations Global Compact Ten Principles, with the many of great number of them having done so.

Considering the permanent engagement in the best practices and on the United Nations Protocol On Allegations Of Sexual Exploitation And Abuse Involving Implementing Partners (PSEA) and that any kind of violation and abuse of beneficiaries, including sexual exploitation have zero tolerance by Millennium@EDU SUSTAINABLE EDUCATION.

Considering that, Millennium@EDU SUSTAINABLE EDUCATION is a subscriber and complies with the “Foreign Account Tax Compliance Act (FATCA)” and that any kind of fraud, corruption and other unethical behavior have zero tolerance by Millennium@EDU SUSTAINABLE EDUCATION.

Considering the existing procedures related to the Partners and the need to clarify and densify such procedures.

Considering that, in conformity with the Statutes of Millennium@EDU SUSTAINABLE EDUCATION, the structure of the Foundation comprises several bodies with specific regulations and procedures.

Considering that, the deliberative power of the Millennium@EDU SUSTAINABLE EDUCATION was entrusted to the Management Board by the respective founders and its Internal Regulations were approved as per the Statutes of the Foundation.

Considering that, the Independent Auditor is a statutory obligation and an assurance in fulfilling all legal procedures, with particular attention to the financial accounts and support documents.

Considering that, Millennium@EDU SUSTAINABLE EDUCATION has also created online communication tools for internal and external audiences to promote the maximum transparency in all its activities and public accountability.

Considering that, all activities of the Foundation are subject to performance reports and the most important elements are included in the Millennium@EDU SUSTAINABLE EDUCATION’s Annual Management Report.

Considering that, to control the impact of its initiatives and mitigate all risks, Millennium@EDU SUSTAINABLE EDUCATION organizes events, seminars and other direct contacts with the maximum of its beneficiaries to identify any issues and establish open communication with any person affected.

The Management Board of the Foundation Millennium@EDU SUSTAINABLE EDUCATION hereby approves the following procedures:

1. The present Document serves as the Millennium@EDU SUSTAINABLE EDUCATION internal policy regarding to matters related to SDG8 “Promote sustained, inclusive and sustainable economic growth, full and productive employment and decent work for all”, the United Nations Global Compact Ten Principles and on the United Nations Protocol On Allegations Of Sexual Exploitation And Abuse Involving Implementing Partners (PSEA). All actions contrary to the principles stated in any of these three guidelines have zero tolerance by Millennium@EDU SUSTAINABLE EDUCATION.
2. The present Document serves to establish the main procedures on organizational and Human resources management regarding the principles stated in the three guidelines mentioned in point 1., which support the policy of Millennium@EDU SUSTAINABLE EDUCATION Code of Conduct.
3. The personnel working in projects that Millennium@EDU SUSTAINABLE EDUCATION participates in, are required to have information and training on the three guidelines mentioned in point 1.
4. To guarantee that all people involved in the activities of Millennium@EDU SUSTAINABLE EDUCATION can safely communicate any situation that disrespects any of the three guidelines mentioned in point 1, the following reporting mechanisms are available:

- A specific e-mail address that directly reports the situation to the chairperson of Millennium@EDU SUSTAINABLE EDUCATION, whom will proceed accordingly.
 - When establishing a Project or partnership Agreement, a specific contact person is designated to receive and report any situations that disrespect any of the three guidelines mentioned in point 1.
5. In case any victim or survivor, including children, reports any situation that disrespects any of the three guidelines mentioned in point 1., related to the activities of Millennium@EDU SUSTAINABLE EDUCATION, the appropriate assistance mechanisms will be put in place.
6. In case there are any allegations of situations that disrespect any of the three guidelines mentioned in point 1., related to its activities, Millennium@EDU SUSTAINABLE EDUCATION will contact the appropriate local, national or international authorities to execute the respective procedures.