MOROCCAN YOUTH COUNCIL

FOR DIPLOMATIC AND INTERNATIONAL COOPERATION

PUBLIC CONDUCT AND REPORTING FRAMEWORK

Integrity, Ethics & Safeguarding

Standards, reporting routes and procedural safeguards for the Council's activities.

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EDITION

NOVEMBER 2026

DOCUMENT FAMILY

PLATFORM

STATUS

PUBLIC REFERENCE EDITION

CURRENT RECORD AND DOCUMENT HISTORY

mycdic.org/documents/records/integrity-ethics-safeguarding-framework/

Historical signed PDFs are retained without alteration.

About this edition

Integrity, Ethics & Safeguarding

Standards, reporting routes and procedural safeguards for the Council's activities.

This revised reference explains the Council's public operating approach as of 4 November 2026. It is not a legal amendment, appointment instrument, government accreditation, audit certification, or a replacement for an independently authenticated source. Earlier digitally signed files remain available as historical editions.

SECTION 01

Scope and duty of care

The framework applies to people acting for or participating in MYCDIC activities, including officeholders, volunteers, project staff, partners and participants where relevant. It addresses both behaviour towards others and misuse of institutional standing.

- Prohibited conduct includes harassment, discrimination, coercion, retaliation and intentional misrepresentation.
- Safeguarding concerns require careful handling, including when children or vulnerable participants are involved.
- A volunteer mandate does not exempt anyone from the Council's standards or applicable law.

SECTION 02

Conflicts of interest and improper advantage

An actual or perceived conflict should be disclosed before the relevant decision. Offers of money, gifts, sponsorship, appointments or preferential access must not be treated as personal property or promised in the Council's name without authority.

- Declare relationships that may affect an appointment, evaluation, procurement or partnership.
- Recuse the affected decision-maker where independence cannot be reasonably maintained.
- Record fundraising and financial commitments through the appropriate authorised channel.

SECTION 03

Reporting and immediate safety

People should have an accessible route to raise concerns, including confidential concerns. The first response should assess any urgent safety or welfare need, preserve essential evidence and minimise unnecessary circulation of the report.

- Use the public complaint route for service issues and the Integrity Center for misconduct or safeguarding matters.
- Offer a private tracking reference without requiring public disclosure of a complainant's identity.
- Where immediate danger exists, prioritise local emergency or competent protection services.

SECTION 04

Assessment, fairness and independence

Not every report establishes misconduct. A fair process separates allegation from fact, checks relevant records and gives affected individuals an appropriate opportunity to respond when it is safe and lawful to do so.

- Screen for conflicts and redirect the case to an independent authorised reviewer when needed.
- Limit access to people with a documented handling role.
- Record conclusions and reasoning; distinguish corrective action from disciplinary action.
- Prohibit retaliation for reports made in good faith.

SECTION 05

Confidentiality and recordkeeping

Privacy is essential for complainants and respondents alike. Case tracking must not expose allegations, personal details or investigation outcomes to the public unless there is an authorised, lawful reason.

- Use a restricted case identifier in internal correspondence.
- Retain only necessary evidence under the applicable retention rule.
- Publish only approved aggregate information that does not identify individuals.

SECTION 06

Escalation and institutional learning

Some concerns exceed the Council's competence. Safeguarding and integrity procedures must include referral to competent external authorities where required by law or where the Council cannot act safely.

- Refer suspected criminal matters or immediate safety risks to competent authorities as appropriate.
- Document corrective measures, owners and review dates.
- Use anonymised lessons to improve training, controls and programme design.

Document control and use

Record	/documents/records/integrity-ethics-safeguarding-framework/
Related page	/integrity-center.aspx
Current edition	2026.11 | 4 November 2026
Prior edition	The earlier secured PDF is retained as an archival version.
Integrity	SHA-256 is provided in the downloadable sidecar. A digest is not a digital signature.

For binding legal texts, verified appointments, safeguarding decisions or current regional listings, consult the relevant official record and competent issuing office. Public descriptions should not be read as conferring government, consular or diplomatic authority.