

Code of Ethics:
We are Ethics
Som – Fundació

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Introduction

Som – Fundació seeks the participation of the people we support, in the decisions that affect their lives, and we give them the support needed so that they can fully develop. We adapt ourselves to the changes of our current society; we enable the training and development of our professionals and the incorporation of new paradigms in the intervention of social services, especially *the Convention for the Rights of Persons with Disability*. All of this has led us to adapting the Code of Ethics.

For the adaptation of this Code of Ethics, we have taken inspiration from the document “La nostra ètica” of *DINCAT*, to which we fully adhere making their values ours. Likewise, Som – Fundació has adhere to the Ethic Codes of *Plena Inclusión* and of *Coordinadora Catalana de Fundacions*.

Som – Fundació was created on March 27th, 1987 and, currently, is a referent among the entities that support people with intellectual disabilities in Catalonia, as well as in Spain. Since May 1992, when the first protection charge was accepted, the foundation has been assuming new more responsibilities of protection and support.

Som – Fundació is fully orientated to people under support with the commitment of ensuring the most adequate attention and with the firm and steady will of improving with the active participation of all people who are part of the entity, by an interdisciplinary team work.

MISSION: Som – Fundació ensures that people with intellectual or development disabilities have the necessary needs and support so they can develop their personal project along their lives.

VISION: Som – Fundació wants to continue being a referent and consolidated institution that, from the commitment with the society and with people with intellectual or development disabilities, works for their fully integration, the exercise of their rights and the improvement of their quality of life.

We have kept since our beginning a principle, which has been an identity sign: we are not providing any type of service to people we give support. This implies that our main objective is to ensure their welfare and their rights are free from any conflict of interests or external pressure.

1. Motivations of the Code of Ethics

For the effective completion of our mission, the ethical behaviour of the persons who intervene must be based on the respect to the dignity of the person and their individual freedom and favour the exercise of their rights and obligations.

In the case of our entity, that gives support to people with judicially modified capacity, this ethical commitment must be an essential component of our task and our relationship with the users, as well as with the society, mainly with the persons, entities, organisations and companies that interact with our users and with Som – Fundació itself.

Following the creation in 2013 of the Space of ethical Reflexion in Social Services of Som – Fundació, and the appearance of new realities and new ways of giving support to persons with intellectual disabilities, a need of rework the already existing Code of Ethics arises with the objective of adapting it into this changing society.

This Code of Ethics has as a main objective to collect the principles, ethical values, criteria, and attitudes that, in the exercise of the functions and competences attributed to Som – Fundació, must be observed by its members, so they can ensure an integrate and transparent action.

The values that inspire and maintain our activity are Commitment, Social Responsibility, Transparency, Independence, and Trust.

These fundamental values are exercised in the day-to-day activities of all workers or those who provide a disinterested service to Som – Fundació. These values are modulated, take on meaning and direction to achieve the mission in the light of criteria that at the same time determine commitments, conduct, good practice, as well as explicit omissions in accordance with the spirit and requirements of the International Convention on the Rights of Persons with Disabilities of the United Nations of the year 2006.

2. Values and Criteria

Commitment and Social Responsibility

Som – Fundació has a commitment with the people it supports, with the workers or with those who contribute voluntarily and with society in general, in order to identify and make visible the development of social rights and demand public and social responsibility.

Our decisions and actions affect the people with whom we relate and with society in general, and from Som – Fundació we want to contribute with social justice, consuming and contracting in a responsible, sustainable and social way.

The criteria on which we base ourselves to achieve this are **personalisation, accompaniment, integrity, and justice**. We understand these criteria as follows:

Personalization: "We think that each single person is unique".

We give support to persons in an individual and differentiated manner, adapting our action to his / her characteristics and peculiarities'.

Accompaniment: "We understand that people need different supports".

We carry out actions of support to people in an adapted form to their capacities and we do it gradually, as needed in each moment, taking into account their preferences and their will.

Integrity: "We know that all the people are in all their forms and road aspects".

We give support to persons in different aspects of their lives, taking into account their will, so that they can develop themselves fully.

Justice: "We affirm that all the persons have the same rights".

We give people the support they need so they have the same opportunities and we watch to defend and promote the respect of their rights without any difference or discrimination. We also give support in the compliance of your duties.

Transparency

Som – Fundació exercises its responsibility for economic and patrimonial administration of the people it supports, and of the entity itself, in a careful and rigorous manner, and reports to the relevant organizations.

The decisions that are taken in the economic administration of each person are taken in their sole and exclusive benefit and take into account their will. The patrimonies of individuals are individualized and administered independently, involving the person in management decisions to the best of their ability.

Likewise, Som – Fundació puts its economic, budgetary and organizational information at the reach of those who wish to consult it on its website.

The criteria on which we base ourselves to achieve this are **efficiency, efficiency, professionalism, austerity** and **innovation**. We understand these criteria as follows:

Efficacy: "We act to achieve the desired results".

We develop our activity in a very adequate way in order to achieve our goals. We follow documentary procedures that make our management transparent, allow us the evaluation of results, and improve them.

Efficiency: "We allocate the necessary and sufficient resources".

We act with restraint to achieve the desired results with the lowest possible resources without compromising quality.

Austerity: "We take advantage of resources."

We seek the best use of our resources and those of the people we support, keeping in mind that they are limited. We are careful and we do not waste them.

Professionalism: "We work for people and with people".

The Som – Fundació workers and the volunteers develop their function in an appropriate way, according to their abilities, abilities and experience, with responsibility and having the maximum interest of the people we support.

Innovation: "We live with change, we learn and we improve".

We develop our activity in a changing world to which we have to adapt. We are open and ready to update in the technological, normative and intervention in social services.

Independency

In order to guarantee the control of the quality of life and well-being of people, Som – Fundació does not provide residential, labour, educational, welfare or leisure services; acts as an informed and demanding user towards the services that others provide and does not lose objectivity when defending the rights and interests of the people we support.

The provision of services for people with intellectual disabilities must be committed to quality. We understand that services are of quality when:

- *They are designed with maximum control and maximum participation of people, their families or the entities that support them.*
- *They are acceptable to anyone.*
- *They are provided in decent places where any person would be willing to live, work, learn, be cared for or develop a leisure activity.*
- *They are individual and relevant to the needs of people.*
- *Change when the needs of people change.*

- *Help people develop their maximum independence.*
- *Respect the dignity and privacy of people.*

The criteria on which we base ourselves to achieve it are **freedom, autonomy, objectivity, subsidiarity** and **non-discrimination**. We understand these criteria as follows:

Freedom: "We give support without pressure".

We act responsibly, attending to objective criteria, choosing the one that is most suitable for the people we support and more according to their will, and avoid conflicts of interest.

Autonomy: "We act for the benefit of people."

We make decisions regarding the services provided only based on what the person needs, wants or needs, without being influenced or affected by the interests of the providers of services, suppliers and others.

Objectivity: "We act with impartiality".

We take care to be neutral, to consider the context and all the aspects related to the support that the person needs or requests, in an equitable way, and we act without our personal preferences or our feelings interfering in our decision.

Subsidiarity: "We give the support that is needed and where it is needed".

We favor that the people we support make decisions for themselves and we help them. We intervene when the person asks or it is necessary. We complement your capacity without replacing it.

Non-discrimination: "We treat people fairly".

We guarantee the respect to the dignity of the people adapting the helps so that they are adapted to their capacities without making any type of difference regarding the exercise and recognition of their rights as individuals.

Trust

Som – Fundació must continue to gain the trust of the families or guardians of people with intellectual disabilities, as well as of social entities and public administrations, at the same time that it must give a proximity treatment to the users.

For Som – Fundació, being a legal entity, although specialized, the personal dimension of the exercise of the protection charge acquires a special importance and raises a permanent attention. This is so because the attention we give to people demands mainly affection and personal attention, before the impersonal, abstract and rather distant condition of a foundation, which is what entails the greatest difficulties at the moment of exercising it as proximity and human sensitivity.

Likewise, respect for the rights of people with intellectual disabilities and families who have entrusted us with future support, requires keeping confidential information on all aspects that affect them. When trust is high, communication is easier and more effective and strengthens the supportive relationship.

The criteria on which we base ourselves to achieve it are **recognition**, **empathy** and **privacy**. We understand these criteria as follows:

Recognition: "We think that each person is important and should feel that way".

We support people with intellectual disabilities, we recognize them as equals and we value them for their abilities.

Empathy: "We put ourselves in their place".

We put ourselves in the situation of the user to understand and take into account their wishes and their decisions.

Privacy: "We are careful with your privacy."

We guarantee respect for the personal and private aspects of the user's life, limiting access to this information and knowledge to those who are strictly necessary, based on their consent and respecting their privacy at all times.

We understand that these criteria are transversal and although they have been collected as a basis for a specific value, they may be applicable in the development of other values.

3. Attitudes to promote

These values, and their application, can not be left out of one way of acting and for this reason, in a transversal way for its application, we will have to have the following attitudes:

Respect: The exercise of support for the person must start from the consideration and recognition, regardless of their different abilities, their personal situation, as well as their beliefs and values.

Responsible consumption: We consume taking into account not only the price, but also the environmental and economic consequences. We strive for the least negative impact on the environment and the maximum benefit for people.

As consumers, we hire and provide ourselves with those services that respect and do not harm the environment, that favor the living conditions of the most disadvantaged people and that promote social equality.

Intimacy and confidentiality: We respect the right of people to the privacy of their bodies, their spaces and their things, and also their silence when they do not want to explain some personal issues. Likewise, we treat the data and information with the utmost care and guarantee that only those persons who are strictly necessary to give correct attention to the person being attended will have access to it.

Sincerity: In the exercise of the support task we respect the users and tell them the truth.

Honesty: In our relationships with users, families, hard-working people of the foundation, those who provide voluntary services, entities and administrations with which we relate, we are not disloyal or deceived.

Affectivity: We take into account the feelings of the user, and we offer a friendly, cordial treatment, with the utmost care and attention, not to hurt their sensitivity, and establish connection links that create a link between the user and Som – Fundació through the professional who provides the service.

4. Application and Review

The values, criteria and attitudes that have been included in this Code of Ethics are the expression of the way of being and acting of Som – Fundació; we have been conceiving and developing them over the years and they define us and identify us as an entity.

Therefore, all members of Som – Fundació have to make them their own so that they can be a point of reference and the basis of our task of supporting the people from whom we have been instructed to support.

- The Board must integrate the Code of Ethics in the reflection on the definition and fulfillment of the mission, as well as in the establishment of the entity's strategy.
- The professional team must take charge of the management of the entity, making these values, criteria and attitudes theirs, so that they are the basis of their activity.
- Volunteers must also incorporate these values in personal and close relationships they establish with people with intellectual disabilities.
- We work so that all those groups, different from those previously mentioned with which we relate, respect and incorporate these values, criteria and attitudes promoted by this Code of Ethics.

In the measure that in carrying out the foundational task of Som – Fundació we are facing new social needs and new challenges, it will be necessary to revise this Code of Ethics in order to update it and adapt it to this new reality.

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