**Ethical decision-making framework for AAHYA**

AAHYA personnel must use this checklist before collecting or sharing information, stories, messages or images about the people and communities we assist. This applies whether or not we are collecting the information for research or evaluation purposes, or to share with our donors and supporters.

Before you collect or share information, stories, messages or images about the people and communities we assist, ask:

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| **Checklist** | | **Yes/No** | |
| **Permission** | | | |
| Do we have permission from EVERYONE in the photo/story (or if they’re a child, from their parents) to: | |  | |
|  | 1. take the photo or collect the information? | * **Yes** | * **No**   Do not take the photo or record the story. |
| 1. use the photo/story for research or evaluation purposes? | * **Yes** | * **No**   Do not use the photo/story for these purposes. |
| 1. share the photo/story with our donors and supporters? | * **Yes** | * **No**   Do not share the photo/story. |
| **Other ethical considerations** | | | |
| Would collecting the photo, information or story harm any person or the environment? | | * **Yes**   Do not take the photo or record the story. | * **No** |
| Does the photo/story portray the person and their community in a respectful way?  *E.g. it is respectful of their dignity, values, history, religion, language and culture? Is it authentic?* | | * **Yes** | * **No**   Do not share the photo/story. |
| Would sharing the photo/story pose any risk to the person’s safety and other rights?  *For example, would it put the person at risk of violence or persecution?* | | * **Yes**   Do not share the photo/story. | * **No** |
| If we’re sharing the photo or story with our donors and supporters, does it accurately reflect the nature of our work? | | * **Yes** | * **No**   Do not share the photo/story. |