



Knowledge Management for Change in Africa

# Challenge

Knowledge resource matrix  
Safeguarding

# Guiding questions



- Who is the user?  
...
- Which task shall he be able to perform?  
...
- What are his deliverables?  
...
- What are the steps in delivering?  
...

# Knowledge resources table

## Resource mobilization



Steps in safeguarding:	Human knowledge (Human Assets)	Codified knowledge (Structure Assets)	External knowledge (Relationship Assets)
<b>Step 1</b> Safeguarding Assessment	Leadership and governance Training •	Assessment questionnaire	Benchmark Information from Caritas Europa
<b>Step 2</b> Identifying leaders	Designated Safeguarding Lead	Reminder on the safeguarding policies	Contextualizing the safeguarding resource from Caritas Internationalis
<b>Step 3</b> Getting support/buy in	Funding Training/capacity building Partnerships and network	Engaging the management team to participate in the International platforms	International platforms
<b>Step 4</b> policy statement	Safeguarding group	Setting up of the safeguarding policy documents but not limited to the code of conduct, consent form, safeguarding guide.	<b>Partner Safeguarding Policy</b>
<b>Step 5</b> Set up Procedure	Skills and knowledge	Technology enabled (small orientation video on safeguarding)	<b>Caritas Internationalis safeguarding policy</b>
<b>Step 6</b>	Training	Safeguarding guide, small orientation video on safeguarding, use the assessment	External expertise

# Extent of Availability Assessment:

0 = to an extent insufficient for the operation in the process  
 1 = to an extent sufficient for operation, but unsatisfying in timer cost or quality  
 2 = to an extent sufficient for operation on a satisfactory level  
 3 = to an extent as needed for excellent operations



Steps:	Human knowledge (Human Assets)	EoA	Codified knowledge (Structure Assets)	EoA	External knowledge (Relationship Assets)	EoA
Step 1	2		2		2	
Step 2	2		1		2	
Step 3	2		2		2	
Step 4	1		2		3	
Step 5	2		1		3	
Step 6	2		1		2	
Step 7	2		1		2	
Step 8	1		1		2	

# Action Plan for advancing knowledge resources (exemple from organisational development!)



Steps:	SMART GOALS / OBJECTIFS INTELLIGENTS	Who?	Deadline
Step 1	Develop an assessment questionnaire and send it to the management team using e-mail	a) Chibby b) Olive	30 <sup>th</sup> May
Step 2	Publish the continental and international safeguarding policy documents on the website / social media platforms	a) Chibby b) Olive	20 <sup>th</sup> May
Step 3	Conduct the internal Knowledge café	a) Chibby b) Olive	30 <sup>th</sup> May
Step 4	Develop a safeguarding guide for leaders of CoPs/faithful and Members of organization	a) Chibby b) Olive	11 <sup>th</sup> May
Step 5	Produce a small orientation video on safeguarding	a) Chibby b) Olive	30 <sup>th</sup> May
Step 6	Add to the expert directory 3 experienced facilitators for organizational development processes with name, CV, contact details	a) Chibby b) Olive	30 <sup>th</sup> May
Step 7	Develop and produce the IEC materials (electronic online materials – posters/animations)	a) Chibby b) Olive	30 <sup>th</sup> May
Step 8	Develop a community feedback questionnaire	a) Chibby b) Olive	30 <sup>th</sup> May