

Group Members and Group Name: AAA

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Project Description: The Community Fridge initiative aims to reduce food waste and support those in need by providing a shared space for individuals to donate and pick up food. The fridge will be set up in a public area where community members can freely contribute surplus food or take what they need, ensuring that no one goes hungry while promoting sustainability. Volunteers will help monitor and maintain the fridge, ensuring food safety and freshness. This project fosters a sense of togetherness, sharing, and environmental responsibility within the community.

Code of Conduct for Food Bank Team

This Code of Conduct is designed to ensure that all members of our food bank team work together effectively, with respect and integrity, to achieve the common goal of providing nourishment and support to those in need.

1. Commitment to the Mission

Shared Vision: We are committed to the mission of our food bank, working to provide food security to underserved communities.

Collaboration: We will collaborate openly and constructively, respecting each person's contribution toward our collective goal.

Accountability: Each member will take ownership of their assigned tasks and responsibilities, ensuring that goals are met efficiently and effectively.

2. Respect and Professionalism

Mutual Respect: We will treat each other with respect, recognizing and valuing each person's unique skills, experiences, and perspectives.

Inclusive Environment: We will foster an inclusive environment, free from discrimination, harassment, or bias, where all team members feel valued and heard.

Professional Behavior: We will behave in a professional manner at all times, communicating honestly and respectfully. We will resolve conflicts constructively, focusing on solutions.

3. Communication

Transparency: Open and honest communication will be a priority. We will share ideas, updates, and concerns promptly and openly to ensure smooth operations.

Active Listening: We will listen to one another's ideas and feedback, respecting different viewpoints and making decisions collaboratively.

Regular Check-ins: We will hold regular meetings to track progress, address concerns, and celebrate milestones, ensuring continuous engagement and transparency.

4. Ethics and Integrity

Honesty and Integrity: We will act with honesty and integrity in all aspects of our work, especially in managing resources and food donations.

Confidentiality: We will maintain confidentiality when necessary, particularly regarding sensitive community information or private matters.

Fairness: We will treat all clients, donors, volunteers, and team members fairly and without bias, ensuring equitable distribution of resources.

5. Responsibility and Accountability

Task Completion: Each team member will be responsible for completing their designated tasks on time and to the best of their ability.

Support and Backup: We will support one another in meeting deadlines and expectations, stepping in to help where needed without hesitation.

Review and Reflection: We will regularly assess our progress and operations, identify areas for improvement, and make necessary adjustments to optimize performance.

6. Health and Safety

Safety First: We will prioritize the safety of all team members and those we serve, ensuring that food handling, storage, and distribution are done safely and in compliance with relevant regulations.

Hygiene and Cleanliness: We will maintain a clean and hygienic environment in all areas of the food bank, following protocols to ensure safe food practices.

Self-Care: We will encourage and support each other in maintaining a healthy work-life balance and addressing any personal concerns that might impact our work.

7. Community Engagement

Respect for the Community: We will treat all clients and members of the community with dignity and respect, recognizing their inherent value and unique needs.

Active Participation: We will engage with the broader community, including volunteers, donors, and local organizations, to strengthen partnerships and support the food bank's mission.

Environmental Responsibility: We will minimize food waste and adopt sustainable practices whenever possible to benefit both the community and the environment.

Persona 1: Patricia, The Local Volunteer

Age: 34

Occupation: Primary School Teacher

Location: Urban neighborhood

Background: Patricia is passionate about giving back to her community. She works full-time and enjoys spending her weekends volunteering. She has witnessed the struggles some of her students' families face when it comes to food insecurity, which motivates her to be more involved in initiatives like the community fridge.

Needs & Goals:

- A way to help others in a tangible, easy-to-manage way.
- A safe and organized space where she can contribute extra groceries from her weekly shopping trips.
- To promote awareness about food insecurity and sustainability.

Challenges:

- Finding time to volunteer regularly while balancing her teaching job.
- Ensuring the fridge is always stocked and organized, with food that is safe to consume.

Tech Savviness: Medium. She uses social media to promote causes she believes in but doesn't spend much time on complex digital tools.

Motivation: Helping others and contributing to a cleaner, more sustainable community.

Ethical Issues: Identify potential ethical concerns related to your project (e.g., data privacy, inclusivity).

Meeting Records: Document the outcomes of your team meetings.

Persona 2: Rac, The Single Parent

Age: 42

Occupation: Warehouse Worker

Location: Suburban area

Background: Rac is a single father with two kids, ages 7 and 9. He works long hours and often struggles to make ends meet. Grocery costs are a significant burden on his budget, and he looks for ways to provide for his family without overextending financially.

Needs & Goals:

- Access to fresh, free food to help ease financial pressures.
- A place where he can pick up nutritious food for his kids, especially when money is tight.
- Support from the community in times of need.

Challenges:

- Limited access to other food aid programs due to timing or transportation.
- Difficulty finding fresh, healthy food that fits within his budget.

Tech Savviness: Low. He uses his phone to check messages and browse social media, but isn't very familiar with online platforms.

Motivation: Providing a better life for his children while managing his financial and time constraints.

Ethical Issues:

Data Privacy: Ensuring Secure and Responsible Use of User Information

The Community Fridge website will prioritize user privacy and data protection through:

Secure Data Storage: All user data will be stored securely using encryption and protected against unauthorized access.

User Consent: Users will explicitly consent to the collection and usage of their data during sign-up, with clear explanations on how their information will be used (e.g., for tracking food donations or pick-ups).

Minimal Data Collection: Only necessary information for example, name, email and food donation history will be collected. Sensitive data, such as payment details, will never be stored without explicit consent.

Inclusivity: Ensuring Accessibility for All Users

The website will be designed to be inclusive, allowing access for a wide range of users, regardless of their background or abilities:

- **Multi-Language Options:** The app will support multiple languages, making it accessible to users from diverse linguistic backgrounds.
- **Accessible Design:** The app will be designed with visual and cognitive accessibility in mind, including high contrast, large font options, and screen reader compatibility.

