

## UN WOMEN 2023 ACTION PLAN ON PROTECTION FROM SEXUAL EXPLOITATION AND ABUSE

**Outcome: UN Women's organizational culture advances a safe, respectful, inclusive, and enabling working environment that is free from sexual exploitation and abuse, which recognizes, protects, and promotes the inherent dignity and rights of all UN Women personnel and those whom UN Women serves, thus empowering them to actively contribute the effective prevention of any acts of SEA and equipping them with the necessary knowledge and tools to respond when made aware of any allegation of SEA.**

Output	Indicator	Baseline	2023 Actions
<b>1. Strong policy and governance frameworks guide the functional tackling of SEA</b>	1.1	Relevant and effective PSEA policies and procedures are in place, maintained and regularly updated	All required PSEA policies and procedures are in place and regularly updated. <ul style="list-style-type: none"> <li>• Review and update of policies with 2023 review dates</li> <li>• Finalization and dissemination of UN Women internal guidance on PSEA</li> </ul>
	1.2	A dedicated PSEA focal point is tasked with the overall responsibility for PSEA activities	The HR Workplace Relations Advisor and PSEA Specialist are responsible for the overall coordination of all PSEA activities, with formalized responsibilities in their job descriptions, work plans, and performance appraisals. <ul style="list-style-type: none"> <li>• Maintenance of appropriate human resource capacity and adaptation if evolution of portfolio requires</li> </ul>
	1.3	Effective organizational and in-country PSEA structures are in place	UN Women's global network of PSEA focal points, with clearly defined ToRs, covers all country presences. Technical PSEA focal points are appointed for all involved areas of work. <ul style="list-style-type: none"> <li>• Facilitation of quarterly regional capacity building workshops for all FPs</li> <li>• Provision of technical support as required</li> <li>• Administration of dedicated PSEA Community of Practice</li> </ul>
	1.4	PSEA-related rights and obligations are communicated to all personnel members	All new hires are provided with key PSEA information and links to all policies as part of the induction process. Senior management conveys importance of PSEA during townhall meetings and in written communication to all staff. <ul style="list-style-type: none"> <li>• Regular review of conditions of service for all contract types to include up-to-date information on PSEA</li> </ul>
	1.5	PSEA clauses form part of all contractual arrangements/agreements with third parties	All new UN Women contractual arrangements/agreements with partners use UN Women's Partner Agreement Template, which includes all requirements of the UN Protocol on PSEA with Implementing Partners. <ul style="list-style-type: none"> <li>• Continued usage of UN Women's Partner Agreement Template for all contractual arrangements with implementing partners</li> </ul>
	1.6	Implementing Partners (IPs) are screened for adequate PSEA safeguards, in line with the UN	UN Women's Procedure for Selecting Programme Partners incorporates the PSEA safeguarding screening requirements of the UN Protocol on <ul style="list-style-type: none"> <li>• Modification of Selection of Programme Partners Procedure to allow for use of an existing SEA Assessment, completed using the common UN PSEA</li> </ul>

		Protocol on Allegations of SEA involving IPs	Allegations of SEA Involving IPs and respects the guidelines of the UN IP PSEA Capacity Assessment.	Assessment Tool, within a period of the last five years by other UN Agencies <ul style="list-style-type: none"> <li>• Launch of PSEA Module in UNPP</li> </ul>
	1.7	All potential candidates are vetted for former misconduct and their references are checked	All potential UN Women job candidates, including contractor personnel, are checked and vetted for prior history of misconduct and/or SEA issues, using the Clear Check database and reference checks, before hired/contracted.	<ul style="list-style-type: none"> <li>• Continuous performance of Clear Check Vetting and reference checks for all candidates</li> </ul>
	1.8	SEA risks are assessed and mitigating measures are developed and monitored	The annual Enterprise Risk Management exercise, to be completed by all country and regional offices, includes SEA as risk factor.	<ul style="list-style-type: none"> <li>• Continued PSEA risk assessment within ERM</li> </ul>
	1.9	Monitoring mechanisms measure the implementation and progress of the PSEA framework, which is regularly communicated via established reporting mechanisms	A dedicated PSEA key performance indicator, in line with the corresponding 2021 QCPR indicator, forms part of UN Women's 2022-2025 Strategic Plan Monitoring Framework IRRF. Its data informs the results-based planning process. Quality progress reports are provided to all stakeholders within set time frames.	<ul style="list-style-type: none"> <li>• Finalization of UN Women's comprehensive indicators and metrics framework; establishment of baselines and continuous data collection; development of dashboards for near-real time monitoring</li> <li>• Continued IRRF and QCPR reporting</li> <li>• Continued provision of quality reports to Executive Board and the Secretary General</li> </ul>
	1.10	Interagency cooperation to strengthen system-wide coherence is prioritized	UN Women is an active participant in the SEA Working Group and the CEB taskforce on Addressing SH, as well as all relevant fora at regional and country levels.	<ul style="list-style-type: none"> <li>• Joining of IASC PSEA Technical Advisory Group</li> <li>• Continuous provision of quality technical inputs of all inter-agency key deliverables</li> <li>• Proactive exchange of best practices</li> </ul>
<b>2. Quality training, awareness raising and management accountability mechanisms ensure the effective prevention of SEA</b>	2.1	All personnel receive PSEA training	Online PSEA training forms a mandatory requirement for all personnel. Scenario-based PSEA training, completing the mandatory online training, is facilitated across the organization.	<ul style="list-style-type: none"> <li>• Improvement of mandatory training compliance</li> <li>• Continued facilitation of scenario-based training</li> <li>• Incorporation of new organizational culture change modules into scenario-based training</li> </ul>
	2.2	Management accountability mechanisms are in place to ensure that senior managers comply with their PSEA obligations and promote a work environment safe from SEA	All supervisors are required to certify that they themselves as well as the personnel they supervise have completed the mandatory PSEA online training as part of their performance management process. All regional and country-level senior managers provide an annual certification to the Executive Director that they have fulfilled all their PSEA obligations and promoted a work environment safe from SEA.	<ul style="list-style-type: none"> <li>• Continued administration of managerial PSEA compliance certification exercises</li> <li>• Piloting of PSEA module within Leadership Journey</li> </ul>

	2.3	PSEA awareness raising efforts are conducted within UN Women and affected populations	Awareness raising best practices and materials are in place and leveraged internally and externally.	<ul style="list-style-type: none"> <li>• Continuous awareness raising by FPs within UN Women and with affected populations</li> <li>• Development of awareness raising video series</li> </ul>
<b>3. Prompt, victim/survivor-centered actions are taken in response to SEA allegations</b>	3.1	Formalized Standard Operating Procedures on how to report allegations of SEA and the procedures for handling them are in place	Procedures on how to file a complaint/report are accessible for personnel and beneficiaries on UN Women's accountability webpage and in its Legal Policy for Address Non-Compliance with UN Standards of Conduct.	<ul style="list-style-type: none"> <li>• Maintenance and updating of reporting procedures as required</li> <li>• Update of Protection from Retaliation Policy and Procedure with arrival of in-house Ethics Advisor</li> </ul>
	3.2	Investigations are undertaken by experienced and qualified professionals, who have received training on SEA case handling	The Office of Internal Oversight Services (OIOS), who has been entrusted with the responsibility of providing investigation services to UN Women, has a specialized team focusing on sensitive investigations such as allegations of SEA.	<i>Under the responsibility of OIOS.</i>
	3.3	Investigations are undertaken in line with standard investigation procedures and a victim/survivor-centred approach	All investigations follow OIOS standard procedures and confidentiality requirements and use a victim/survivor-centred approach.	<i>Under the responsibility of OIOS.</i>
	3.4	Substantiated complaints have resulted in appropriate disciplinary actions and/or contractual consequences	UN Women's annual disciplinary measures report discloses information on disciplinary decisions taken in the course of the preceding year and cases of misconduct (without the individuals' names), including SEA, that have resulted in the imposition of disciplinary measures.	<ul style="list-style-type: none"> <li>• Publication of 2022 Disciplinary Measures Report in May 2023</li> </ul>
	3.5	The status of investigations and their outcomes are reported according to established reporting and information sharing protocols	Information is made available via the iReport SEA tracker, UN Women's Annual Audit and Investigation Report and through funding agreements; information is shared with in-country most senior UN official.	<ul style="list-style-type: none"> <li>• Continued prompt and transparent reporting of case status in iReport SEA tracker and sharing of information with in-country UN senior most officials</li> <li>• Publication of Report on internal audit and investigation activities for the period from 1 January to 31 December 2022 in May 2023</li> </ul>
<b>4. Support and assistance is provided to victims/survivors of SEA in a timely victim/survivor-centred manner</b>	4.1	The UN Protocol on Victim Assistance is operationalized across UN Women	The UN Protocol on the Provision of Assistance to Victims of SEA is implemented across UN Women.	<ul style="list-style-type: none"> <li>• Provision of roll-out guidance to PSEA regional and country-level focal points</li> </ul>
	4.2	Mechanisms are in place to refer victims/survivors to medical care, psychosocial support, material assistance, legal and other services.	A reliable victim-assistance service provider repository exists for all UN Women regional and country offices.	<ul style="list-style-type: none"> <li>• Continuous update of victim assistance service provider repository</li> <li>• Provision of prompt victim referral when necessary</li> </ul>