

Country level checklist

on the minimum actions required on the

protection from sexual exploitation and abuse

9 June 2021

**COVID-19 Specific**

1. Ensure that the senior-level officials responsible for overseeing PSEA Network at country level oversees the actions taken to minimize the risks of sexual exploitation and abuse during the COVID response in country.
2. Ensure that PSEA screening safeguards are maintained during recruitments process, particularly in expeditedrecruitment. It is important that core safeguards are maintained to ensure sexual exploitation and abuse offenders are not re-recruited. The same applies to implementing partners and United Nations Volunteers.
3. Ensure that there are PSEA focal points identified in places where are UN actors, in particular within health structures and inform health staff about the role of PSEA focal points.

Reference at <https://interagencystandingcommittee.org/other/interim-technical-note-protection-sexual-exploitation-and-abuse-psea-during-covid-19-response>

**Preventive actions**

1. Ensure that all UNCT/HCT personnel have been trained on the United Nations standards of conduct on the protection from sexual exploitation and abuse and have access to regular communications, awareness-raising and/or continuing training opportunities on PSEA.
   1. The personnel understand the PSEA policies and senior management conveys the message to their personnel regularly.
   2. All personnel are aware of the policy against retaliation for reporting misconduct ([ST/SGB/2017/2/Rev.1](https://undocs.org/ST/SGB/2017/2/Rev.1)).
   3. Ensure that the "no excuses" type card or similar awareness-raising information is distributed with the contact details for reporting allegations, preferably available in local languages; require that individuals assigned to all UN locations to carry the pocket-card <https://trello.com/c/yViVZhyL/20-no-excuse-cards>.
2. UN managers and commanders know their personal and managerial/command responsibilities to address misconduct and are made aware of the procedures, rules and actions required to respond to incidents of misconduct.
3. UN leadership, managers and commanders host dialogues on UN standards of conduct relating to sexual exploitation and abuse and on creating a speak-up culture.
4. Ensure that mandatory, continuing training and awareness-raising on protection from sexual exploitation and abuse is conducted regularly.

**Safe and accessible reporting**

1. Ensure that safe, accessible, child-sensitive mechanisms are in place for reporting sexual exploitation and abuse, particularly in high-risk areas.
2. Ensure that reporting mechanisms, appropriate to the local context, are established and/or strengthened,which should include accessible and publicly available hotline free of charge.

**Victims’ right to assistance**

1. Ensure that sexual exploitation and abuse victim/survivor assistance is provided through existing services and programmes, such as established gender-based violence (GBV) or child protection (CP) programming and resourced accordingly as much as possible.
2. Ensure that the PSEA Networks have in place prompt referral pathways to qualified service providers for victim/survivor assistance, as part of an integrated approach with GBV or CP services.
3. Conduct regular training for GBV and CP service providers on the specificities of victims of sexual exploitation and abuse and their needs.
4. Ensure that field offices participate in community-based complaint mechanisms and/or networks (CBCM/CBCN) that are jointly developed and implemented by system-wide UN entities.
5. Consider the designation of a focal point for victims’ rights [[1]](#footnote-1) with a system-wide mandate responsible for advising the Resident Coordinator and PSEA Coordinator on a victim-centred, gender- and child-sensitive and non-discriminatory approach to United Nations support to victims of sexual exploitation and abuse in consultation with the Victims’ Rights Advocate (VRA).
6. Contribute toward a pooled contingency fund to sustain resources dedicated to victim assistance and support at the UN country team level.

**Accountability and investigations**

1. Ensure that PSEA Networks adopt, implement and track progress against uniformed protocols/guidelines for prompt, safe and victim/survivor-centred assistance during investigations at the country-level.
2. Ensure that sexual exploitation and abuse victims/survivors are informed of and/or supported to participate in relevant accountability processes, including investigation.
3. Ensure that when working with implementing partners, adequate safeguards are in place and appropriate action is taken related to sexual exploitation and abuse ([United Nations Protocol on Allegations of Sexual Exploitation and Abuse Involving Implementing Partners](https://www.un.org/en/pdfs/UN%20Protocol%20on%20SEA%20Allegations%20involving%20Implementing%20Partners%20-%20English_Final.pdf) and [UN Implementing Partner PSEA Capacity Assessment](https://interagencystandingcommittee.org/un-implementing-partner-psea-capacity-assessment-0)).

**PSEA inter-agency country-level structure**

1. Ensure that the role of the Resident /Humanitarian Coordinator as PSEA lead is clear to all PSEA stakeholders.
2. Ensure that a full-time PSEA Coordinator (with medium to long-term secured funding) is in place and provides day-to-day technical support and expertise for the inter-agency PSEA Network.
3. In the absence of a Senior Victims’ Rights Officer/Field Victims’ Rights Advocate (FVRA) consider the designation of a focal point for victims’ rights at the country level.
4. Ensure that an inter-agency PSEA Network is in place with the resources and expertise necessary to deliver on PSEA outcomes.
5. Ensure that a sexual exploitation and abuse risk management approach, including use of a risk register and workplan or action plan, is in place.
   1. Misconduct Risk Management Tools (<https://conduct.unmissions.org/sites/default/files/misconduct_risk_mngt_tools_consolidated_vf_24_09_2019.pdf>)
   2. Sexual Exploitation and Abuse Risk Management Toolkit (<https://conduct.unmissions.org/sites/default/files/dpko-dfs_sea_risk_toolkit_28_june_2018_modified.pdf>)
6. Ensure that representatives of the UNCT/HCT understand their role to support the Resident/Humanitarian Coordinator to deliver on PSEA at the UNCT/HCT level and the PSEA Network at the technical level.

1. Generic terms of reference for a focal point for victims’ rights is available from the Office of the Victims’ Rights Advocate ([ovra@un.org](mailto:ovra@un.org)). [↑](#footnote-ref-1)