Nigeria. Protection from Sexual Exploitation and Abuse (PSEA) Action Plan 2021

Key Actions	Details	Outputs	Responsible	When			
				Q1	Q2	Q3	Q4
Key Outcome Areas 1. The UN Country Team and the Humanitarian Country Team (HCT) are supported at senior management and technical levels to lead, oversee and deliver on PSEA Outcomes. 2. Communities, staff, and key stakeholders are mobilised and sensitised to implement PSEA obligations and ensure appropriate safety nets 3. Safe, trusted, accessible and gender/child-sensitive mechanisms in place for reporting SEA, providing immediate care to victims and to ensure that they have access to appropriate avenues for recourse and redress.		**Specific Objectives** • Prevent incidents of sexual exploitation, abuse and harassment through ensuring appropriate safety nets. • Strengthen mechanisms to receive and refer all SEAH incidents through appropriate channels for immediate action. • Enhance quality victim/survivor assistance. • Facilitate accountability and investigations in a prompt, safe, and survivor-centred way. • Promote effective inter-agency collaboration and coordination. **Cross cutting:** Engagement with and support of local community population - Ensuring that in the system-wide PSEA policies, practices, and processes the affected communities/ communities receiving assistance are treated appropriately as rights-holders.					
1. Management and Coordination							
Maintain a country-level PSEAH, structure and coordination mechanism	Deployment of a dedicated inter agency PSEA Coordinator	A full-time PSEA Coordinator is in place, with a direct reporting line to the HC/RC, that provides day-to-day technical support and expertise for the inter-agency PSEA Network	WFP	●	●	●	●
	Nominate Co-chairs for the PSEA Network by UNCT (one for NE and one for development contexts)	Agency leads take on Co-Chair role to support the RC/HC to deliver on PSEAH at strategic and technical levels	UNCT	●			
	Develop a country wide PSEA strategy and action plan	PSEA countrywide strategy and action plan endorsed.	RCO, UNCT, PSEA Network	●			
	Develop and disseminate guidance note on PSEA integration in HRP. Incorporate PSEA indicators into the HRP reporting	PSEA integrated into the Humanitarian Response Plan and indicators tracked through the RPM	RCO, Co-chairs, PSEA FPs	●			
	Appoint PSEA Focal Points to support agency/organisation wide PSEA plans; and collective actions through the PSEA Network	PSEA focal points from UNCT and HCT members in place and actively contribute to the delivery of PSEA outcomes	All Heads of Agencies/ Organisations	●			
	Organise regular meetings of the PSEA network and adhoc meetings as required	Minutes of Meetings (MoM) prepared and shared, action points followed up	RCO, Co-chairs	●	●	●	●

Key Actions	Details	Outputs	Responsible	When			
				Q1	Q2	Q3	Q4
	Conduct two PSEA Focal Points Training/orientation[1]	PSEA Focal Points demonstrate increased knowledge on their roles, SEA referrals, ISP, SOPs	RCO, Co-chairs, PSEA network	●		●	
	Provide regular updates on PSEA key issues, progress on implementation of the action plan to RC/HC, UNCT, HCT, OHCT, ISCG and INGO Forum	Leadership engagement on PSEA is sustained at strategic and technical levels through quarterly and annual reports compiled	RCO, Co-chairs, INGO Forum	●	●	●	●
Effective policy development & implementation	Ensure that SG's Bulletin (ST/SGB/2003/13) or respective codes of conduct are included in general contract conditions.	A policy stating standards of conduct, including acts of SEA exists, communicated to every personnel and a work plan to implement the policy is in place	All	●	●	●	●
	Establish and enforce a whistle-blower mechanism – to empower, encourage and protect staff who report cases of sexual exploitation and abuse	Mechanisms to enforce policy on whistle-blowers are being developed and safeguarded.	All	●	●	●	●
	Provide mentorship and capacity building for national NGOs and CSOs	National organisations demonstrate capacity to develop and implement policy on PSEA	RSH, INGO Forum	●	●	●	●
	Host leadership dialogue & hold regular discussions with staff, forum members on PSEA and standards of conduct on SEA	UNCT/HCT/HoOs create and promote a speak up culture among personnel	Heads of Organisations, INGO Forum	●		●	
Monitoring and Reporting	Keep an updated SEA allegations data base	Peer accountability- follow up on response of reported SEA cases	RCO	●	●	●	●
	Develop quarterly updates and annual report on PSEA	Organisations submit quarterly reports using revised template	All	●	●	●	●
	Prepare annual certification report of the RC to the SG	Comply with SG reporting requirements	All UN agencies	●			●
2. Prevention of SEAH							
Awareness raising on SEAH amongst personnel	Ensure that all personnel and managers have undertaken mandatory training on PSEA	Effective and comprehensive mechanisms are established to ensure awareness raising on SEAH amongst personnel	All	X	X	X	X
	Develop and distribute 'no excuses' pocket cards and other materials for all members of staff/personnel	"	All	X	X	X	X

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[1] Organisations conducting face to face PSEA trainings for their field staff are encouraged to share information (location and available slots) with the network in order to conduct joint trainings and/or facilitate slots for staff from other organisations to participate – keeping in mind COVID-19 prevention guidelines.

Key Actions	Details	Outputs	Responsible	When			
				Q1	Q2	Q3	Q4
Effective recruitment & performance management	Disseminate best practices on SEA sensitive recruitment processes	Ensure that core safeguards to prevent recruitment of previous SEA offenders are in place.	All	X	X	X	X
	Update HR processes to align with hiring practices (screening, reference checks, e.t.c), sub-contract and partnership agreements, in performance processes incorporate SEA checks and guidelines	"	All	X	X	X	X
PSEA assessments	Conduct SEA risk assessment for response in NE	SEA risk assessment report and action plan developed for risk mitigation	UNFPA	X	X		
	Develop SEA self-assessment tool and support the implementation of action plans[2].	Internal capacity to conduct SEA risk assessment and implement risk mitigation measures	All	X	X	X	X
	Consolidate findings on risk assessment into short actionable policy briefs to create pathways for implementation	Real time findings on risk assessment summarised /updated constantly / and disseminated to reach targeted stakeholders positioned to act	All	X	X	X	X
	Disseminate findings on risk assessment within targeted stakeholders' groups; roundtable meeting with PSEA Focal points	Real time findings on risk assessment summarised /updated constantly / and disseminated to reach targeted stakeholders positioned to act	All	X	X	X	X
	Develop tool and conduct PSEA self-assessment at agency level, develop action plan and provide peer support for their implementation.	Demonstrate collective accountability to zero tolerance	All	X	X	X	X
Implement the UN PSEA Implementing Partner (IP) Capacity Assessment	Organise a workshop for UN PSEA Focal Points on implementation of the UN IP PSEA common assessment	Adequate safeguards are in place and appropriate action is taken related to sexual exploitation and abuse while working with IPs	All UN PSEA FPs	X			
	Develop/adopt Nigeria specific guidelines/ targets for implementation of the UN IP PSEA common assessment	Contextualised guidelines and agreements on technical and partnership components of the UN IP PSEA Capacity Assessment	All UN PSEA FPs	X	X	X	X

[2] Organizational Self-Assessment includes a set of core standards and accompanying indicators to help organizations identify their strengths related to PSEA and areas where improvements are needed.

Key Actions	Details	Outputs	Responsible	When			
				Q1	Q2	Q3	Q4
	Rollout UN Protocol on SEA allegations involving IPs to government	UNCT/HCT endorses a one UN communication to government ministries	UNICEF, RCO	X	X	X	
Community engagement	Design targeted community awareness raising using variety of media, on rights, standards of conduct, expected behaviour and how to lodge complaints.	Community members demonstrate knowledge on PSEA	All	X	X	X	X
	Conduct PSEA training for LGA field coordination teams; community structures and frontline staff[3]	Field coordination teams, community structures demonstrate increased knowledge on SEA referrals, ISP, SOPs	PSEA Network		X	X	
3. RESPONSE: REPORTING, VICTIM ASSISTANCE AND INVESTIGATIONS							
SEA reporting mechanisms in place and functional	Establish and/or strengthen organisation level mechanisms for receiving reports/allegations, referrals and investigations	Ensure that all allegations concerning aid personnel are reported through effective and functional (safe and accessible) SEA reporting and referral mechanisms	All	●	●	●	●
	Staff members and beneficiaries are informed on a regular basis on how to file a complaint/ report and the procedures for handling these	Effective and functional internal SEA reporting and referral mechanisms that are safe and accessible	All	●	●	●	●
	Disseminate no excuse cards/messaging on PSEA, rights of beneficiaries and avenues for reporting at various community entry and intervention activities and platforms	Effective and comprehensive mechanisms are established to ensure awareness raising on SEAH amongst personnel	All	●	●	●	●
Community-based complaints mechanisms (CBCM)	Conduct mapping and assessment of existing Complaints and Feedback Mechanisms (CFMs) to ensure they are SEA friendly.	Strengthened capacity for inter-agency avenues to receive allegations and facilitate referrals, building on agency specific mechanisms and channels	PSEA Network, AAP WG	●	●	●	●
	Appoint PSEA Focal Points, entry points at field level and provide PSEA training	PSEA focal points at field levels to support inter agency referrals/communications (CBCM) and actively contribute to delivery of PSEA outcomes	All	●	●	●	●
	Develop/update context specific reporting pathways for SEA; rollout CBCMs & conduct CBCM trainings in for selected locations	Strengthened capacity for inter-agency avenues to receive allegations and facilitate referrals	PSEA Network	●	●	●	●

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[3] Agree on locations, plan with OCHA Field coordination, ISCG, Co-chairs, DAO & Spotlight coordinators

Protection from Sexual Exploitation and Abuse
Nigeria PSEA Network

Key Actions	Details	Outputs	Responsible	When			
				Q1	Q2	Q3	Q4
	Develop materials and conduct training for Complaints and Feedback Mechanisms (CFM) handlers on PSEA referrals and SOPs	Strengthened capacity for inter-agency avenues to receive allegations and facilitate referrals	RCO, IOM, OCHA, UNFPA, WFP, UNICEF		●	●	
	Develop an information sharing protocol with security actors and government for allegations in relation to the state	Mechanisms in place to share information and take action on allegations related to security actors, government agencies and CSOs not affiliated to UN/INGOs	PSEA Network, GBVSS, Protection Sector, CmCoord		●	●	
Survivor/Victims assistance	Harmonize referral pathways for SEA survivor assistance, as part of an integrated approach with GBV and CP services	Every child and adult survivor is offered immediate quality survivor assistance	PSEA Network	●	●	●	●
	Develop materials and conduct PSEA training for GBV/CP field practitioners and case workers (Service providers	″	PSEA Network, GBVSS, CPSS			●	●
Accountability and investigations	Standard investigation operating procedures or equivalent are issued and used to guide the investigation practice.	Every child and adult survivor of SEA has their case investigated in a prompt, safe, and survivor-centred way	All		●	●	
	Conduct in country training on SEA investigations to create a pool of expertise to support SEA investigations	Curriculum/materials developed	RSH		●		
	Develop guidance, relevant protocols (DNA facility) and provide support for survivors to seek justice, child support and paternity claims	Every child and adult survivor of SEA has their case investigated in a prompt, safe, and survivor-centred way	UNHCR, FIDA, Access to Justice WG, UNFPA	●	●	●	●
	Provide institutional support to strengthen policy on Gender Based Violence	″	Spotlight Initiative	●	●	●	●
	Provide legal counselling and advice, legal advocacy and representation; and support SEA survivors to participate in court processes	″	FIDA, All	●	●	●	●

Implementation, Monitoring and Reporting

The PSEA Network is the point of reference to coordinate activities between partners and will work collaboratively with Safeguarding Resource and Support Hub (RSH)[4] to build capacity on PSEA and develop/disseminate relevant resources. Each entity is responsible for maintaining and mainstreaming internal mechanisms and procedures in its programmatic, operational and human resource management activities.

The PSEA action plan has a compendium of activities that organisations/agencies are accountable for at agency level and collectively as the PSEA Network. The indicators reflect PSEA performance areas for each agency/organisation guided by the minimum operating standards (MOS-PSEA) and activities that will be undertaken collectively as the PSEA Network. **All agencies/organisations will compile information on PSEA activities/indicators through their PSEA focal points on a quarterly basis using a reporting template/questionnaire provided**.

Reporting requirements include;

a. Notification from agencies/organisations to the RC when an allegation has been received concerning their personnel or IP;
b. Quarterly reports on agency/organisation specific actions on PSEA which will be compiled by the RCO for the UNCT and HCT;
c. Bi-annual mapping for the IASC global dashboard that tracks progress on implementation of PSEA within humanitarian responses at country-level;
d. Response Planning and Reporting (RPM) platform/system of the HRP. There are two core indicators that will be monitored through the HRP;
    - Number of organizations that have PSEA integrated in their codes of conducts, signed by their personnel, and covered in internal mandatory trainings *(Core HRP Indicator)*
    - Number of partners with functional Complaints and Feedback Mechanisms available to population receiving assistance *(Core HRP Indicator)*
e. Annual certification – overarching management of the RC to the Secretary General.

Please refer to the M& E table for details on outputs, indicators and their definitions.

Key learning resource links

- Links to online PSEA trainings that can be accessed by partners: https://kayaconnect.org/course/view.php?id=1212, https://kayaconnect.org/course/info.php?id=1424
- E-learning safeguarding modules by Safeguarding Resource and Support Hub (RSH); https://safeguardingsupporthub.org/learning

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[4] The Safeguarding Resource and Support Hub (RSH) aims to support organisations in the aid sector to strengthen their safeguarding policy and practice against Sexual Exploitation, Abuse and Sexual Harassment (SEAH)