

## Tanzania PSEA Network 2022 & 2023 Work Plan

This Work Plan has been developed by the Tanzania PSEA Network to prevent, mitigate, and respond to sexual exploitation and abuse (SEA). It is a part of the PSEA Network Strategy and steered by the UN Resident Coordinator, with close support from Country Team, Co-chairs, and the Inter-Agency PSEA Coordinator. The three strategic priorities of the Work Plan (i.e., inter-agency structure, preparedness, and response) are in line with the IASC Acceleration Plan and follow the official PSEA Results Framework template. However, the global indicators have been revised to fit the current development and refugee context in Tanzania, and those meeting the SMART criteria have been selected. The objective is to promote and document harmonised activities that contribute to implementing a robust Work Plan as well as provide the basis for tracking progress and provision/mobilisation of required resources PSEA.

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### Strategic Priority 1: Inter-Agency Structure

Area	Desired Outcome	Responsible	Frequency	Funds	Indicators	Target	Key Actions
Leadership	The PSEA Architecture is clearly articulated and known by the Tanzania development and aid community. <sup>1</sup>	UN Resident Coordinator	Continuously		The RC takes an active lead on PSEA and, where relevant, coordinates with the UNCT and UNPCG.	The RC supports implementation and monitoring of the Tanzania PSEA Network Work Plan, making explicit the leadership role of the RC and UNCT.	<ul style="list-style-type: none"> <li>The RC takes the leadership role in supporting the monitoring of the PSEA Work Plan and ensuring compliance to global standards.</li> </ul>
	PSEA is prioritised within each organisation to instil trust in mechanisms.	Country Representatives	Continuously		All personnel understand UN standards of conduct on PSEA, as well as how and where to report any SEA allegations.	Focus on PSEA is maintained through regular initiatives with various formats, such as meetings, town halls, e-mails, information sessions, online questionnaires, assessment, distribution of IEC materials, etc. in English and Swahili.	<ul style="list-style-type: none"> <li>Leadership communicates regularly, and in varied formats, on PSEA to all staff and circulates Code of Conduct, IASC Six Core Principles, IEC materials, and clear guidance on reporting and CBCMs.</li> </ul>
	UNCT members take on an active PSEA role to support the RC to deliver on PSEA.	UNCT	Continuously		Status of the designation of two UNCT Co-chairs for the PSEA Network.	Renewal of PSEA Co-chairs.	<ul style="list-style-type: none"> <li>UNCT appoints two PSEA Network Co-chairs.</li> <li>Co-chair ToR finalised and endorsed by UNCT.</li> <li>Co-chairs provide quarterly UNCT updates.</li> </ul>
	Enhanced cooperation with authorities and law	UN Resident Coordinator	Continuously		RCO takes active lead in including local authorities and law enforcement in	RCO share capacity building/ awareness raising initiatives	<ul style="list-style-type: none"> <li>RCO supports the Network in its engagement with</li> </ul>

<sup>1</sup> The RC, as the senior-most UN official in Tanzania, has the ultimate responsibility on inter-agency PSEA in country, i.e., to create and maintain an environment that prevents SEA; to ensure that protection from SEA is integrated into development coordination structures; to ensure that a country-level work plan is developed and implemented; and to ensure that a quality, victim-centred assistance mechanisms are operational. Concrete steps to carry out these responsibilities are in the RC/HC Handbook on Emergency Preparedness and Response.

	enforcement to discuss PSEA and foster trust.				Tanzania PSEA Network activities and plans.	with local authorities and law enforcement.	PGCDs; C-SEMA; Interpol; MoH; and MoCDGEC.
<b>Coordination</b>	An inter-agency PSEA Network is in place with resources and expertise to deliver on PSEA. <sup>2</sup>	UNCT	Continuously		Percentage of funding-needs to cover the Work Plan allocated.	Status of implementation of PSEA Network Work Plan.	<ul style="list-style-type: none"> <li>Finalise and endorse PSEA Network ToR.</li> <li>Organise monthly meetings</li> </ul>
	Focal points from all UNCT members are actively contributing to the delivery of collective PSEA outcomes. <sup>3</sup>	UNCT	Continuously		Focal Points remain in their positions for at least one year and permitted adequate time for PSEA work and duties.	All PSEA Focal Points are able to prioritise their PSEA responsibilities, and actively contribute to the inter-agency PSEA Network.	<ul style="list-style-type: none"> <li>Finalise and endorse Focal Point ToR.</li> <li>PSEA Network conducts annual mapping of focal points, gaps, and needs.</li> </ul>
	Inter-Agency PSEA Coordinator provide technical support and guidance to the PSEA Network and UNCT. <sup>4</sup>	UNCT	Surge staff seconded by NORCAP until July 2023.	NORCAP	Status of deployment of a full-time Inter-Agency PSEA Coordinator.	P4 (full-time) Inter-Agency PSEA Coordinator is in place, reporting to the RC.	<ul style="list-style-type: none"> <li>UNCT ensures deployment of Inter-Agency PSEA Coordinator.</li> <li>PSEA Coordinator takes active lead in overseeing Strategy and Work Plan.</li> </ul>
	Country-level SEA risk assessment conducted.	Co-chairs	Annually	10,000 USD TBM	Status of annual risk assessment conducted by the PSEA Network.	Findings from the annual risk assessment are endorsed by UNCT and inform/shape plans and programmes.	<ul style="list-style-type: none"> <li>Develop tools and conduct risk assessment.</li> <li>All focal points contribute to the risk assessment.</li> </ul>
<b>Monitoring &amp; Evaluation</b>	Maintain data on number, status, location, and nature of complaints received.	PSEA Coordinator	Continuously		Status of implementation of an inter-agency reporting system with information on provided victims' assistance for trend analysis. <sup>5</sup>	The PSEA Network has an inter-agency reporting system that is frequently updated.	<ul style="list-style-type: none"> <li>A data tracking matrix with non-identifiable info on allegations, profile of victims/perpetrators, and received assistance is developed and endorsed.</li> </ul>
	Verify that all complaints received are handled according to IA SOPs.	UNCT, PSEA Coordinator	Continuously		Number of SEA allegations reported and responded to within 24 h (by sex, age, and type of assistance).	All SEA allegations are responded to within 24 h, incl referral to victim assistance.	<ul style="list-style-type: none"> <li>Each allegation received communicated in line with OSCSEA guidance.<sup>6</sup></li> </ul>

<sup>2</sup> See [Terms of Reference for in-country PSEA Network](#)

<sup>3</sup> See [Terms of Reference for in-country PSEA Focal Point](#)

<sup>4</sup> See [Terms of Reference for In-country PSEA Coordinator](#)

<sup>5</sup> Record keeping and information sharing about victim assistance must adhere to 'Do No Harm' and the victim's personal identifiable information must remain confidential (UNICEF [Technical note](#), 2021)

<sup>6</sup> The Office of the Special Coordinator on improving the UN response to sexual exploitation and abuse (OSCSEA) shared a new guidance note in 2021 on the mandatory requirement for all UN entities on sharing information on allegations of SEA with the Resident Coordinator. The guidance notes also stress that UN agencies need to consult their implementing partners and advise them that information on allegations relating to their personnel will be shared as well. This does not replace external reporting obligations that all agencies hold to report SEA allegations to the UN Secretary-General on a quarterly basis.

### Strategic Priority 2: Inter-Agency Prevention

Area	Desired Outcome	Responsible	When	Funds	Indicators	Targets	Key Actions
Capacity Building	Support quality training on PSEA, Code of Conduct, and global policies, with focus on country-specific procedures, including practical guidance on the inter-agency SOPs and CBCMs for safe reporting and referrals. <sup>7</sup>	PSEA Focal Points with own HR/Ethics Office	Upon recruitment and annually	Internal funds	All personnel provided with clear guidance on PSEA standards, Code of Conduct, and protocols.	100% of staff and affiliated workforce are provided with clear guidance on PSEA and how to report SEA allegations.	<ul style="list-style-type: none"> <li>HR of each entity records copy of the PSEA training certificates and maintains updated tracking.</li> </ul>
		UNDSS	Continuously		All UN personnel, including those visiting the country, are provided with a contextualised brief on conduct and discipline issues, including PSEA.	100% of new staff and visitors, and related personnel, have received contextualised PSEA guidance during the first week of arrival through the mandatory UNDSS brief.	<ul style="list-style-type: none"> <li>PSEA Network supports UNDSS focal points to update and contextualise the PSEA component of mandatory UNDSS brief, including PPT.</li> </ul>
		PSEA Network	Annually		Stakeholders are provided clear guidance on PSEA, as well as how to report.	Upon request, PSEA information sessions are provided to other sectoral working groups.	<ul style="list-style-type: none"> <li>Develop PSEA mainstreaming plan for engagement with other working groups</li> </ul>
	Advance PSEA focal point Training of Trainers (ToT) for all PSEA Network focal points. <sup>8</sup>	PSEA Coordinator, Co-chairs	Annually	5,000 USD WHO	Percentage of PSEA focal points that received Network-led ToT on PSEA.	100% of focal points provided ToT annually, using the Tanzania PSEA Training Package.	<ul style="list-style-type: none"> <li>Develop a Tanzania PSEA Network Training Package and organise annual ToTs.</li> </ul>
	Ensure training on PSEA and IA SOPs for GBV and VAC service providers and CBCM stakeholders.	PSEA Network	Semi-annually	5,000 USD WHO	Number of GBV/VAC service providers and CBCM stakeholders that have received training by the PSEA Network.	All service providers and relevant CBCM actors participating in the IA SOPs are provided with training on PSEA, SOPs, and referrals.	<ul style="list-style-type: none"> <li>Organise ToT PSEA training for service providers and/or stakeholders participating in the IA SOPs.</li> </ul>

<sup>7</sup> It is not the responsibility of the Tanzania PSEA Network to ensure PSEA training of the staff since it is an individual organisational responsibility. According to the global [PSEA Network Terms of Reference](#) (2021), the PSEA Network shall “encourage network members to carry out induction and refresher trainings on SEA for all personnel and support such trainings with jointly developed contextualised materials” while “supplement network members’ internal initiatives to strengthen SEA prevention through joint activities and sharing good practice”. Thus, the Tanzania PSEA Network will focus on Training of Trainers.

<sup>8</sup> The Tanzania PSEA Networks will collect qualitative data on the profile of available trainers; trainees; frequency of trainings; and contents of training through qualitative reporting to develop a ToT database.

	Increased capacity amongst staff and partners who are non-GBV specialists on the issue of victim-assistance and support.	PSEA Network, WHO, UNFPA	Semi-annually	15,000 USD WHO, UNICEF	Number of non-GBV and VAC actors reached.	Tanzania-contextualised GBV pocket guides on survivor support disseminated in English and Swahili.	<ul style="list-style-type: none"> <li>Develop a country-contextualised version of the GBV pocket guide.</li> <li>Organise ToT training on survivor support for non-GBV specialists.</li> </ul>
<b>Awareness Raising</b>	Personnel understand the UN's standards of conduct on PSEA.	UNCT, PSEA Network			All personnel are aware of the policy for protection against retaliation – to empower, encourage, and protect staff who report cases of SEA.	UNCT staff members and partners are aware of their obligation to report incidents of SEA/any misconduct and the policy for protection against retaliation.	<ul style="list-style-type: none"> <li>Encourage all staff to participate in the online OSCSEA PSEA survey to test understanding and identify any gaps.</li> <li>Share UN Whistleblowing Policy widely.</li> </ul>
	PSEA information campaigns rolled out.	PSEA Network with support from Comms Working Group.	Continuously	10,000 USD WHO, UNICEF	Percentage of sites reached by PSEA communications materials on how to report SEA and how to access victim-centred assistance (disaggregated by type of messaging/materials).	Age and gender-sensitive materials on how to report SEA and how to access victim-centred assistance developed and disseminated amongst communities receiving aid.	<ul style="list-style-type: none"> <li>Production and dissemination of culturally sensitive and inclusive awareness-raising messages in English and Swahili.</li> <li>Monitor that IEC materials are shared and displayed correctly.</li> </ul>
	Reminders of PSEA and IASC Six Core Principles communicated to all staff for visibility.	UNCT, PSEA Network	Quarterly		Percentage of UN staff, related personnel, and IPs reached.	Reminders are communicated to all staff and partners to ensure ongoing awareness.	<ul style="list-style-type: none"> <li>Regular email updates with IEC materials and resources/documents for staff shared widely.</li> </ul>
	Funding available to ensure community engagement, and awareness-raising.	Co-chairs	Continuously		Percentage of funding to cover comms. PSEA work plan needs allocated.	Budget allocated to cover community engagement, and awareness-raising.	<ul style="list-style-type: none"> <li>Submit inter-agency proposal to the Trust Fund in Support of Victims of SEA.<sup>9</sup></li> </ul>
	Community consultation, and awareness-raising on PSEA in each area receiving UN assistance.	PSEA Network	Annually	20,000 USD TBM	Community preferences are captured on a regular basis (assessments, surveys, FGD., etc.), and used to improve CBCMs.	Promotion of community engagement and meaningful participation by vulnerable at-risk groups.	<ul style="list-style-type: none"> <li>In collaboration with Comms and GE&amp;HR Working Groups develop action plan/checklist for community engagement.</li> </ul>

<sup>9</sup> Read more about Trust Fund in Support of Victims of SEA on their [webpage](#) (2022).

<b>Accountability</b>	Establish a Tanzania PSEA Network Code of Conduct and Whistleblowing Policy.	PSEA Network with support from PSEA Coordinator	Annually		Status of Code of Conduct and Whistleblowing Policy developed and endorsed by UNCT.	Code of Conduct and Whistleblowing Policy developed that prohibits SEA, obliges reporting, provides meaningful protection.	<ul style="list-style-type: none"> <li>PSEA Network develops Code of Conduct and Whistleblowing Policy.</li> </ul>
	The intersectional need of women, men, girls, and boys have been included in PSEA plans.	UN GE&HR Coordination Mechanism	Annually	15,000 USD IOM, UNW, UNICEF, RCO	Clear guidance on how to mainstream gender and disability inclusion in PSEA provided by UN GE&HR Coordination Mechanism.	PSEA Strategy and Work Plan, as well as planned initiatives, address the intersectional risks and needs faced by women, men, girls, and boys.	<ul style="list-style-type: none"> <li>PSEA Network seek mainstreaming support (and plan joint activities) with the UN GE&amp;HR Coordination Mechanism</li> </ul>
	When working with implementing partners, adequate safeguards are in place, and action taken, related to PSEA. <sup>10</sup>	Individual agencies	Continuously	Internal funds	IP assessments are centralised at a country level and shared with UNCT members.	100% all members contribute to the IP PSEA Capacity Assessment for increased transparency.	<ul style="list-style-type: none"> <li>Develop tools to map IPs and conduct assessments to reduced processes.</li> </ul>
		PSEA Network	In line with own agency commitments	UNICEF, UNHCR	Percentage of IPs taking part in capacity building processes by PSEA Network members.	100 % of IPs received PSEA guidance, aimed at increasing PSEA knowledge and internal capacities.	<ul style="list-style-type: none"> <li>Promote training aimed at increasing knowledge and capacities of IPs on PSEA and investigation.</li> </ul>
The PSEA Network have clear policies on vetting for former misconduct, and they share data with other UNCT members.	PSEA Focal Points with own HR Office.	Continuously	Internal funds	Job applicants/contractors are screened for history of misconduct before recruitment, and data shared between agencies.	Self-certified declarations of previous offences/allegations/disciplinary history are required for all new hires/contractors.	<ul style="list-style-type: none"> <li>Partner with the Inter-Agency Misconduct Disclosure Scheme and Interpol's Project Soteria.<sup>11</sup></li> </ul>	

### Strategic Priority 3: Inter-Agency Response

Area	Desired Outcome	Responsible	When	Funds	Indicators	Targets	Key Actions
<b>Safe and Accessible Reporting</b>	Safe, accessible, child-sensitive mechanisms are in place for SEA reporting.	PSEA Coordinator	Updated annually		IA SOPs for CBCMs developed.	IA SOPs endorsed by PSEA Network and UNCT.	<ul style="list-style-type: none"> <li>Develop and endorse IA SOPs for CBCMs.</li> <li>Organise Training of Trainers (ToT) on IA SOPs for focal points and CBCM stakeholders.</li> </ul>

<sup>10</sup> The obligation of UN agencies to assess and capacitate IPs is captured in the [UN Protocol on SEA Allegations Involving Implementing Partners](#) (2020).

<sup>11</sup> Read more about the Inter-Agency Misconduct Disclosure Scheme in its [Explanatory Notes](#) (2019) and Interpol's Project SOTERIA in its [Concept Note](#) (2022).

		PSEA Coordinator	Annually		Status of available reporting channels that comply with OSCSEA and IASC quality criteria.	A variety of quality reporting channels (appropriate to local context) exist and are sustainably resourced.	<ul style="list-style-type: none"> <li>Strengthening of multiple reporting channels (e.g., hotline, online form, e-mail, help desks).</li> </ul>
		PSEA Network	Annually		Percentage of children and adults (SADD) that have access to safe channels to report SEA.	100% of the beneficiaries have access to at least one safe and accessible channel to report SEA.	<ul style="list-style-type: none"> <li>Establish reporting channels in each intervention area and inform affected people.</li> </ul>
		UNICEF, UN Women	Annually		Reporting channels are child-friendly and gender-sensitive, incl. referral pathways with VAC and VAW actors, such as national helpline and local education authorities.	Channels have been established in close consultation with VAC and VAW actors, as well as representatives from local communities, to monitor accessibility and safety.	<ul style="list-style-type: none"> <li>Establish partnership with national child helpline and local education authorities.</li> <li>Roll-out the Empowered Aid concept<sup>12</sup>, focusing on women and girls.</li> </ul>
<b>Victim's Right to Assistance</b>	PSEA Networks has referral pathways for victim assistance in place, as part of an integrated approach with GBV and VAC programming and services.	UNICEF, UN Women, UNFPA, WHO, UNHCR	Annual	15,000 USD UNICEF, UNFPA,	Status of information (by location) of gaps, services and factors impeding access. <sup>13</sup>	Gaps in GBV and VAC assistance coverage for SEA victims is identified and reported through mapping of services.	<ul style="list-style-type: none"> <li>Work with C-SEMA to map GBV and VAC services and operational presence to identify critical gaps and develop referral pathways.</li> </ul>
		PSEA Network	Continuously	N/A	Number of victims who receive emotional support from the case manager during any investigation. <sup>14</sup>	All SEA Victims informed of and/or supported in relation to investigations and accountability processes.	<ul style="list-style-type: none"> <li>Provide guidance to all focal points on victims supported in relation to accountability processes.</li> </ul>
	PSEA Networks adopt, implement, and track progress against uniformed protocols for prompt, safe, and victim-centred assistance.	PSEA Coordinator, Co-chairs	Annually	10,000 USD UNW, UNICEF, RCO	Percentage of PSEA Network members having at least one focal point trained on the UN Protocol on Provision of Assistance to victims of SEA - technical note.	Training on the UN Protocol on the Provision of Assistance to Victims of SEA provided to all PSEA Network members.	<ul style="list-style-type: none"> <li>Facilitate in-person training to broaden the PSEA focal points knowledge of SEA victim assistance and provide guidance on how to implement the Protocol.</li> </ul>

<sup>12</sup> [Empowered Aid](#) (2020) is focused on prevention of SEA through tools that give those most affected by abuse, women and girls, a sustained voice in how aid is delivered.

<sup>13</sup> There may be localities where specialised GBV and VAC services are not available. In these cases, these gaps are to be recognized and alternative services for victims shall be identified. In Tanzania, this will be ensured through the roll-out of the GBV Pocket Guide "Survivor Support for Non-GBV Actors" in English and Swahili (see strategic priority 2).

<sup>14</sup> Read more on the case management to support victims of SEA at the UNICEF [Technical note](#) (2021) on the implementation of the UN Protocol on the provision of assistance to victims of SEA.