



# Promoting Resilient Preparedness

**Protection from Sexual Exploitation,  
Abuse, and Harassment Policy**

# **Promoting Resilient Preparedness (PRP)**

## **Protection from Sexual Exploitation, Abuse, and Harassment (PSEAH) Policy**

### **1. Purpose & Scope of Policy Statement**

PRP believes that everyone it comes into contact with, regardless of personal characteristics, has the right to be protected from all forms of harm, abuse, neglect, and exploitation. PRP has zero tolerance for any form of sexual exploitation, abuse, or harassment committed by anyone associated with the delivery of its work.

a. **Purpose:** The purpose of this policy is to protect people particularly children, at-risk adults, beneficiaries, and staff from harm arising from:

- 1) The conduct of PRP employees or related personnel.
- 2) The design and implementation of PRP's work activities.

b. **Scope**

This policy applies to all PRP employees, consultants, board members, volunteers, interns, and contractors. It also extends to non-PRP entities, including partners, sub-grantees, and their employees.

### **2. Definitions and Glossary**

a. **Sexual Exploitation Abuse & Harassment (SEAH)**

- 1) **Sexual Exploitation:** Any actual or attempted abuse of a position of vulnerability, differential power, or trust for sexual purposes, including profiting monetarily, socially, or politically from the sexual exploitation of another.
- 2) **Sexual Abuse:** The actual or threatened physical intrusion of a sexual nature, whether by force or under unequal or coercive conditions.
- 3) **Harassment:** Any unwanted physical, verbal, or non-verbal conduct that has the purpose or effect of violating a person's dignity or creating an intimidating, hostile, degrading, humiliating, or offensive environment.

- 4) **Sexual Harassment:** Any unwelcome conduct of a sexual nature that might reasonably be expected or be perceived to cause offense or humiliation, including physical contact, verbal comments, or non-verbal displays.

**b. Vulnerable Groups**

- 1) **Beneficiary:** Someone who directly receives goods or services from PRP's activities.
- 2) **Child:** A person below the age of 18 irrespective of local country definitions of adulthood.
- 3) **At-Risk Adult:** A person aged 18 or over who may be in need of care due to disability, age, or illness, and is unable to protect themselves against significant harm or exploitation.

**3. Core Principles and Prohibitions**

**a. Protection from Sexual Exploitation and Abuse (PSEA)**

PRP employees and related personnel strictly must not:

- 1) Exchange money, employment, goods, or services for sexual activity, including exchanging assistance that is due to beneficiaries.
- 2) Engage in sexual relationships with vulnerable beneficiaries, as these are based on inherently unequal power dynamics.
- 3) Pay for Sex: While PRP does not judge individuals who sell sex, personnel are banned from buying sex ("transactional sex") to prevent exploitation.

**b. Prevention of Harassment**

PRP employees and related personnel must not:

- 1) Engage in any form of bullying, intimidation, or hostility towards colleagues or community members.
- 2) Make unwelcome sexual advances, requests for sexual favors, or other verbal/physical conduct of a sexual nature.

**c. Child Safeguarding**

- 1) Personnel must not engage in sexual activity with anyone under 18, regardless of local age of consent.
- 2) Personnel must not subject a child to physical, emotional, or psychological abuse or neglect through direct or indirect contact.

3) Personnel must not engage in commercially exploitative activities with children, such as child labor or trafficking.

#### 4. **Prevention Obligations**

PRP is committed to preventing harm through the following measures:

- a. **Recruitment:** Commitment to safeguarding will be clear on vacancies; roles with access to vulnerable groups will undergo strict police or background checks.
- b. **Training:** Employees will receive training on safeguarding commensurate with their role.
- c. **Environment:** All personnel are obliged to create an environment that prevents violations.
- d. **Partnerships:** Agreements with partners will include this policy. PRP may terminate agreements if partners fail to take preventive measures or investigate allegations.

#### 5. **Reporting Mechanism**

Creating a safe environment is everyone's responsibility. Failure to report concerns will be regarded as a breach of policy and subject to disciplinary action.

a. **Who can report?** Anyone (staff, partners, public) can raise a concern or complaint about something experienced or witnessed.

b. **How to report:**

- 1) **Internal:** Report immediately to a Safeguarding Focal Point or supervisor.
- 2) **Alternative:** If the supervisor is implicated or the reporter is uncomfortable, report to the Executive Committee, Human Resources (HRA), or the Anti-Harassment Committees
- 3) **Direct Channel:** Reports can be made verbally or in writing to the designated email (e.g.complains@prp.org).

Note: Anonymous reports are accepted but strongly discouraged as lack of information may limit the investigation.

#### 6. **Response Procedure (The 17 Steps)**

##### **Intake and Triage**

- 1. **Document:** The person receiving the report must document names (reporter, survivor, perpetrator), dates, locations, and incident descriptions .
- 2. **Refer:** Within 24 hours, this must be referred to the Chief of HRA.

3. **Convene Panel:** The Chief of HRA convenes a Decision-Making Panel (Exec Committee member, Chief of HRA, GDWC member). Members must not be implicated in the case.
4. **Analysis:** The Panel determines if the report represents a policy breach and if there is sufficient information to proceed.
5. **Expert Advice:** If proceeding, the Panel consults an external expert advisor sourced via Committees of HR team of PRP.
6. **Confidentiality Protocol:** Decide exactly who needs to know what information to maintain strict confidentiality
7. **External Obligations:** The Panel checks obligations to inform donors or statutory bodies.
8. **Case Strategy:** A case conference with the expert adviser decides next steps
9. **Survivor Support:** Provide immediate support (medical, psychosocial, security) as a duty of care, led by the survivor's wishes.
10. **Risk Assessment:** For serious incidents, undertake an immediate risk assessment for all stakeholders.
11. **Determine Action:** The Panel decides to investigate, refer to authorities, or take immediate disciplinary action
12. **Related Personnel:** If the accused is not an employee (e.g., a supplier), PRP cannot discipline them directly but may terminate the commercial contract.
13. **Investigation Setup:** If investigation is required, identify resources and budget.
14. **Conduct Investigation:** An external specialist conducts the investigation
15. **Decision:** The Panel makes a decision based on the investigation report in accordance with disciplinary policies
16. **Criminal Referral:** Suspected criminal activity is referred to authorities unless it poses a security risk to the survivor
17. **Close and Learn:** Conclude the case, store information confidentially, and record anonymized data for learning.

## 7. Confidentiality

Information relating to safeguarding or harassment concerns must be shared on a need-to-know basis only and kept secure at all times.

## 8. Outcomes of Misconduct

- a. **Employees:** Those found to contravene this policy are subject to disciplinary action, up to and including dismissal.
- b. **Legal Action:** Employees have no immunity from prosecution; cases may be referred to police.
- c. **Related Personnel:** Relationships/contracts with PRP will be terminated.