

Invitation for Proposals (issued by UNFPA)

UNFPA, United Nations Population Fund, an international development agency, invites qualified organizations to submit proposals for the implementation of activities under the Gender and Social Norms Programme, across Pakistan. The purpose of the Invitation for Proposals is to identify eligible non-governmental organizations for prospective partnership with UNFPA Pakistan to support achievement of results outlined in the CPD - 2023-2027 or section 1.3 below.

Organizations that wish to participate in this Invitation for Proposals are requested to send their submission through email on: rfp@unfpa.org.pk clearly marked “**NGO Invitation for Proposals-Gender and Social Norms Programme**”

By 3rd May, 2023.

Proposals received after the date and time will not be accepted for consideration.

Applications must be submitted in **English.**

Any requests for **additional information or queries** must be addressed in writing latest by **28th April 2023** at the latest to saghar@unfpa.org. UNFPA will post responses to queries or clarification requests by any NGO applicants who submitted, on UNFPA Pakistan: rfp@unfpa.org.pk before the deadline for submission of applications.

UNFPA shall notify applying organizations whether it is considered for further action.

Please see [Working with UNFPA: Key information for UNFPA Implementing Partners on completing the Protection from Sexual Exploitation and Abuse \(PSEA\) Assessment.](#)

For accessing related documents please go to <https://pakistan.unfpa.org/en>

1. Pakistan CPD 2023-2027
2. UNFPA Strategic Plan 2022-2025

Section 1: Background

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| 1.1 UNFPA mandate | UNFPA is the lead UN agency for delivering a world where every pregnancy is wanted, every birth is safe, and every young person's potential is fulfilled. |
| 1.2 UNFPA Programme of Assistance in Pakistan | Pakistan fares poorly on gender equality, ranking 154 of 189 countries on the Gender Inequality Index. Deep-rooted social and gender norms and practices continue to be the underlying cause for gender inequalities, affecting women’s mobility and autonomy to make decisions related to sexual and reproductive health. The challenges facing women and girls are multifaceted and interconnected – especially the ones related to traditional |

gender roles, stereotypes and socio-economic disparities – all of which perpetuate gender-based violence and harmful practices, including child marriage. According to the Demographic and Health Survey (2017-2018) some 34 per cent of women and girls who are, or ever have been, married have experienced spousal physical, sexual or emotional violence. Experiences of violence are more common among women who are employed but do not earn cash, uneducated and form part of the country's poorest households. One in four girls is married before the age of 18, and 34 per cent become mothers before turning 20. 8. The past two decades have witnessed the adoption of several laws promoting gender equality, mainly in amendments to the penal code, including those related to sexual violence and harassment, protection of inheritance rights and criminalizing domestic violence and forced marriage. However, effective implementation remains a challenge. Hence, advancing gender equality and justice requires comprehensive accountability mechanisms for policy implementation and enforcement of laws, adequate financing, and community engagement to address discriminatory gender and social norms.

The 18th Amendment to the Constitution of Pakistan devolved considerable administrative and budgetary authority to provincial governments in key sectors, including health, education, population and social welfare, climate change, human rights, and governance. However, it is necessary to strengthen the coordination among different stakeholders at the federal and provincial levels. 14. The Common Country Analysis identified women, adolescents and youth; survivors of gender-based violence; transgender persons; persons with disabilities; the elderly; refugees; the working poor; women-headed households; women home-based and domestic workers; out-of school adolescents and youth; residents of urban slums; and minorities as the most vulnerable groups in Pakistan. Data disaggregation in these groups remains a significant challenge and will require considerable investments and coordination

UNFPA Pakistan, has adopted a comprehensive integrated approach to support the Government of Pakistan in fulfilling its national/international obligations and commitments towards working for the betterment and wellbeing of women and youth of Pakistan. Under the current cycle of programme assistance for the period of 2023-2027, which is approved by the Economic Affairs Division, UNFPA is mandated to work on reproductive health (RH), including family planning (FP) and maternal health, Gender and Social Norms, Child Marriage, women's and youth empowerment, and data for development.

UNFPA is strategically positioned in the country's development landscape, recognized for leadership and coordination roles in gender-based violence prevention and response, data for development and sexual and reproductive health and reproductive rights. UNFPA also leads and coordinates the work of the United Nations country team gender thematic and planning,

monitoring and evaluation groups, the H5 platform and the inter-agency Protection against Sexual Exploitation and Abuse (PSEA) network.

The vision of the new country programme is to accelerate progress towards the achievement of the three transformative results of reducing preventable maternal deaths, unmet need for family planning and gender-based violence and harmful practices, including child marriage. In realizing this vision, the focus of the 10th country programme will be on addressing discriminatory gender and social norms and disparities that restrict access to high-quality and inclusive sexual and reproductive health services, particularly on those most left behind, as well as scaling up advocacy for young people's education, employment, engagement and health to harness the demographic dividend. The proposed programme, which was developed in consultation with the Government, United Nations organizations, civil society and other key stakeholders, is aligned with government initiatives related to youth development, social services and social protection for the most vulnerable groups as well as the ICPD Programme of Action, the 2030 Agenda for Sustainable Development, the UNFPA Strategic Plan, 2022-2025, and the UNSDCF, 2023-2027. 19. Within the context of the Decade of Action, the programme will foster urgency around national commitments to accelerate action towards the achievement of SDGs 3 and 5, in line with the ICPD Programme of Action, and promoting gender equality and women's empowerment, with particular attention to vulnerable and marginalized groups.

The principles of 'leaving no one behind' and 'reaching the furthest behind first' will be central to the programme to address the needs of women, girls and young people, particularly those living in remote and hard-to-reach areas, refugees, persons with disabilities, transgender persons and other minorities, and vulnerable groups. As identifying those furthest behind first will require disaggregated data and analysis, the country programme will seek to strengthen the national data governance systems and establish knowledge platforms. Disaggregated data and evidence will support advocacy for policy implementation and enforcement of laws and policies related to the three transformative results.

Further information on the programme can be found on

<https://www.unfpa.org/essential-services-package-women-and-girls-subject-violence>

<https://www.gbvims.com/gbv-case-management-guidelines/>

<https://www.unfpa.org/featured-publication/gbvie-standards#:~:text=UNFPA's%20%E2%80%9CMinimum%20Standards%20for%20Prevention,multi%2Dsector%20services%20for%20survivors.>

1.3 Specific results

Within this framework and as set out in CPD 2023-2027 working with government and other development partners/stakeholders at national and

provincial levels, UNFPA will contribute to achieve the following results under key priority areas for Gender and Social Norms Programme:

Output 5: Strengthened institutional capacities and community-based mechanisms to advance gender equality and women's empowerment and address gender-based violence and harmful practices, including child marriage, across the humanitarian-development continuum

This output will contribute to UNSDCF outcome 2 on gender equality and women's empowerment, especially output 3 related to addressing gender-based violence and harmful practices. It will contribute to other country programme outputs through: (a) advocacy for strengthening policy and legal frameworks related to gender-based violence and harmful practices, including child marriage; (b) strengthening institutional capacities of gender machineries and accountability mechanisms at national and subnational levels for the implementation of policy and legal frameworks that relate to advancing gender equality and the empowerment of women and girls, and addressing gender-based violence and harmful practices; (c) strengthening national and subnational gender-based violence referral mechanisms and administrative data systems in line with the international standards; (d) establishing and strengthening multi-sectoral coordination mechanisms for gender-based violence prevention and response across the humanitarian and development continuum; (e) generating evidence on barriers and documenting impactful strategies and interventions to transform discriminatory gender and social norms, and scaling up the provision of survivor-centred multi-sectoral prevention and response services, in line with international guidelines, across the humanitarian-development continuum; and (f) strengthening civil society, including community-based networks and organizations, women-led organizations and other stakeholders and gatekeepers, to promote positive gender-equal norms and empower women and girls to exercise their agency and rights.

Strategic Priority 1: Provide support for strengthening and implementation of women related policies, legal and accountability frameworks and support implementation

- ❖ Technical support for the rollout of the National Framework on Child Marriage and advocacy of the Child Marriage Legislation on Child Marriage at the federal and provincial level and implementation of the Child Marriage Restraint Act enacted in Sindh in 2013.
- ❖ Technical support for the implementation of the Criminal Law (Amendment) Act 2021 and the Anti-Rape (Investigation and Trial) Act 2021 at provincial and national levels.
- ❖ Technical support for the implementation of the women related laws (protection of Women Against Violence and domestic violence laws).
- ❖ Support the implementation of the regulatory framework and action plans to enable prevention of, protection from and inclusive, victim

centric response to GBV (domestic violence, sexual violence and sexual harassment) and Child Marriage

Strategic priority 2: Provide technical support to strengthen institutional capacities of gender machineries and other relevant departments at national and sub-national levels

- Support strengthening of the capacity of criminal justice actors, relevant government departments, and women's machineries for gender-sensitive, inclusive, survivor victim-centered and ethical response to survivors of GBV (domestic violence and sexual violence) and Child Marriage.
- Provide technical support to human rights and gender machinery, including social welfare and women development departments to analyze administrative data (Gender Management Information Systems (GMIS), Helpline database, Darulaman Database) and support evidence-informed policy formulation and budget allocations;
- Technical support for establishing a monitoring (including media) mechanisms to oversee the implementation of legal frameworks on gender equality, women's empowerment, GBV and child marriage; and strengthening of GBV services through policies, guidelines and system.
- Promote cross learning and coordination among the federal and provincial commissions on the status of women and gender machineries.

Strategic priority 3: Provide technical support to strengthen multi-sectoral GBV coordination mechanisms for prevention and response to gender based violence inclusive of disability

- Roll out and implement the Essential Services Package (ESP) for Women and Girls Subject to Violence, targeting the coordination and governance component at provincial level, for prevention and response to GBV through capacity building and systems strengthening;
- Build the capacity of national institutions in GBV prevention and response (disability inclusive), including clinical case management, establishing multi-sectoral coordination and outreach mechanisms as well as referral pathways and helplines with the main focus on systems and procedures, capacity building and standards of care;
- Roll out GBV Case Management and support institutionalization of GBV Case Management for in service and educational institutions.
- Strengthen GBV data systems of GBV services including helplines and in Dar-ul-amans;

- Support integration of GBV services where possible and support the mapping, capacity assessment of referral pathways for GBV and support capacity building of referral partners

Strategic priority 4: Undertake evidence generation to inform policy making and programming on GBV and child Marriage

- Generate evidence on harmful practices including child marriage for awareness raising and to inform advocacy, policy making and programming on child Marriage.
- Evidence generation on Gender Based Violence Services, gender and social norms and related themes to awareness raising and inform policy making and programming on GBV.

Strategic priority 4: Strengthening community-based networks and mechanisms to create social and behavioral change to prevent gender-based violence, harmful practices and social norms among targeted communities, services providers and media.

- Innovative Campaign on addressing gender and social norms, health, Social and Psychological consequences of GBV and Child Marriage.
- Intentions around men and boys' engagement in Pakistan on GBV and Child Marriage prevention and response.
- Fellowship aimed at training men and boys, development practitioners, researchers and media persons to deepen their understanding around harmful masculinity and its impact on men and boys within the framework of addressing harmful cultural practices, including child and forced marriage, followed by research with the participants of the fellowship.
- Strengthen support networks for GBV survivors in communities through building community support mechanisms, effective referral mechanism with health, police, social services and psychosocial support.
- Engage and train community-based stakeholders and duty bearers including teachers, elected representatives, media professionals and lawyers as change agents'/peer leaders to further the agenda of eliminating GBV and ensuring collective community-based action against GBV.
- Advocacy events and seminars, particularly around special days such as Human Rights Day, 16 Days of Activism against Violence Against Women, Girl Child Day, International Women's Days, international day for persons with disabilities and etc.
- Develop innovative culturally sensitive communication and engagement strategies for national and international days. The interventions may include activities for social media, electronic media, animation, and TV programs.

Strategic Priority 5. Support women's and girls' access to lifesaving GBV response services and GBV risk mitigation interventions in line with inter-

agency Minimum Standards for GBV in Emergencies in selected districts (services include psychosocial support, clinical management of rape and intimate partner violence, case management and multi-sectoral referral mechanism).

- Establish and operate women friendly spaces that are available, accessible and inclusive including for those with disabilities, in flood affected locations to provide quality services, information and activities that support women and girls
- Establish/ strengthen GBV referral mechanism in target districts to connect GBV survivors to appropriate, quality, multi-sectoral services in line with multi-sectoral GBV Standard Operating Procedures (SOPs).
- Provide psychological support services to GBV survivors and at risk women and girls along with multi sectoral referral support for comprehensive GBV case management.
- Conduct GBV service mapping and capacity assessment to determine strengths and gaps of service providers for multi-sectoral response.
- Support capacity building of GBV referral stakeholders to ensure provision of quality and appropriate GBV prevention and response services
- Conduct community mobilization and outreach campaigns for awareness and sensitization on GBV and link communities with information on services
- Strengthen the availability and quality of life-saving GBV response services including health psycho-social support, case management and referrals for survivors of GBV.
- Conduct GBV safety Audits in target districts to identify potential GBV risks and undertake measure and activities for GBV risk mitigation.

Section 2: Application requirements and timelines

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| 2.1 Documentation required for the submission | The expression of interest shall include the following documentation: <ul style="list-style-type: none"> • Copy of provisions of legal status of the NGO in Pakistan [<i>Required to be eligible for review</i>] • Copy of provisions of legal status of the NGO in Pakistan (for INGOs) • Attachment I – NGO Profile and Programme Proposal • Latest annual report and audit report as separate documents or hyperlink to the documents | |
| 2.2 Indicative timelines | Invitation for Proposal issue date | April 11, 2023 |
| | Deadline for submissions of proposals | 3 rd May, 2023 |
| | Deadline for requests of additional information/ clarifications | April 28 th , 2023 |
| | Review of NGO submissions | June 21, 2023 |
| | Notification of results communicated to NGO | July 15, 2023 |

Section 3: Process and timelines

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| 3.1 Review & evaluation of NGO submissions | <p>Applications will be assessed by a review panel to identify organizations that have the required knowledge, skills, and capacity to support achievement of results <i>using criteria outlined in section 3.2 below</i>.</p> <p>It should be noted, however, that participation in this Invitation for Proposals does not guarantee the organization will be selected for partnership with UNFPA. Selected NGOs will be invited to enter into an implementing partner agreement and applicable UNFPA programme policy and procedures will apply.</p> | | | | | |
| 3.2 Selection criteria | <p>Eligible organizations will be selected in a transparent and competitive manner, based on their capacity to ensure the highest quality of service, including the ability to apply innovative strategies to meet programme priorities in the most efficient and cost-effective manner.</p> <p>UNFPA Pakistan office will review evidence provided by the NGO submission and evaluate applications based on the following criteria:</p> <p>NB: Any proposal not submitted in specified working language will be excluded from consideration.</p> <table border="1" data-bbox="391 863 1403 1268"> <tr> <td data-bbox="391 863 618 1052">Governance & Leadership</td> <td data-bbox="618 863 1403 1052"> <ul style="list-style-type: none"> ● The organization has a clearly defined mission and goals that reflect the organization’s structure and context, as well as alignment to UNFPA priority areas. ● Organization does not have a history of fraud, complaints or service delivery issues. </td> </tr> <tr> <td data-bbox="391 1052 618 1268">Human Resource</td> <td data-bbox="618 1052 1403 1268"> <ul style="list-style-type: none"> ● Organization has sufficient staff resources and technical expertise to implement the proposed activities. ● Organization does not have conflicts of interest with UNFPA or its personnel that cannot be effectively mitigated. </td> </tr> </table> | | Governance & Leadership | <ul style="list-style-type: none"> ● The organization has a clearly defined mission and goals that reflect the organization’s structure and context, as well as alignment to UNFPA priority areas. ● Organization does not have a history of fraud, complaints or service delivery issues. | Human Resource | <ul style="list-style-type: none"> ● Organization has sufficient staff resources and technical expertise to implement the proposed activities. ● Organization does not have conflicts of interest with UNFPA or its personnel that cannot be effectively mitigated. |
| Governance & Leadership | <ul style="list-style-type: none"> ● The organization has a clearly defined mission and goals that reflect the organization’s structure and context, as well as alignment to UNFPA priority areas. ● Organization does not have a history of fraud, complaints or service delivery issues. | | | | | |
| Human Resource | <ul style="list-style-type: none"> ● Organization has sufficient staff resources and technical expertise to implement the proposed activities. ● Organization does not have conflicts of interest with UNFPA or its personnel that cannot be effectively mitigated. | | | | | |
| | Comparative Advantage | <ul style="list-style-type: none"> ● The organization’s mission and/or strategic plan focuses on at least one of the UNFPA’s programme areas. ● The organization has experience in the country or field and enjoys prominence in areas related to UNFPA’s mandate. ● The organization has a proven track record in implementing similar activities and is seen as credible by its stakeholders and partners. ● The organization has relevant community presence and ability to reach the target audience; especially vulnerable populations and hard-to-reach areas. | | | | |
| | Monitoring | <ul style="list-style-type: none"> ● The organization has systems and tools in place to systematically collect, analyse and use programme monitoring data | | | | |

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| | Partnerships | <ul style="list-style-type: none"> The organization has established partnerships with the government and other relevant local, international and private sector entities. |
| | Environmental Considerations | <ul style="list-style-type: none"> The organization has established policies or practices to reduce the environmental impact of its activities. If no policies exist, the organization must not have a history of its activities causing negative impact to the environment. |
| 3.3 Prospective partnership agreement | UNFPA will inform all applicants of the outcome of their submissions in writing to the email/ postal address indicated in the NGO submission. | |

Attachment I: NGO Profile and Programme Proposal (To be completed by NGO submitting proposal)

The purpose of this proposal is to provide the following information: a) overview of the NGO, b) an outline of the activities the NGO is proposing to partner with UNFPA and c) provide UNFPA with sufficient evidence to show it meets the criteria outlined in section 3.2 of the IFP. A separate form should be filled out for each programme proposal submitted.

Information provided in this form will be used to inform the review and evaluation of NGO submissions as outlined in the Invitation for Proposals.

| Section A. NGO Identification | | |
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| A.1 Organization information | Organization name | |
| | Address | |
| | Website | |
| A.2 Contact information | Name | |
| | Title/Function | |
| | Telephone | |
| | Email | |
| | Are you registered in the United Nations Partner Portal ? | |
| A.3 Conflict of interest statement | To your knowledge, do any staff members of your organization have personal or financial relationships with any staff of UNFPA, or any other conflicts of interest with this programme or UNFPA? If so, please explain. | |

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| A.4. Fraud statement | Does your organization have fraud prevention policies and practices in place? | |
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Section B. Overview of the organization

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| B.1 Annual budget | Size of annual budget (previous year, USD) | |
| | Source of funding | <i>Outline funding base, including local, international, and private sector donors</i> |
| | Main funding partners/ donors | |
| B.2 Staff capacity | <i>List of number and key functions of core organization staff</i> | |

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| B.3 NGO mandate and background | <i>Outline the organization's mandate and field of work, and how it aligns to UNFPA's mandate.</i> | |
| B.4 Available expertise and specialists | <i>Outline the distinctive technical capacity of the organization to achieve results in the proposed programmatic area</i> | |
| B.5 Experience in proposed area of work | <i>Outline of type/scope and key results achieved in proposed programmatic area in recent years, including any recognition received at local / global level for the work in the proposed area. Include a summary experience in [country] and prior experience with any organization of the United Nations</i> | |
| B.6 Knowledge of the local context/ Accessibility to target population | <i>Outline of presence and community relations in the location(s) the activities will be implemented in: include access to vulnerable populations and hard-to-reach areas, if any)</i> | |
| B.7 Credibility | <i>To what extent is the NGO recognized as credible by the government, and/or other key stakeholders/partners?</i> | |
| B.8 Monitoring | <i>Outline the systems in place (policies, procedures, guidelines, and other tools) that systematically collect, analyse and use programme monitoring data</i> | |

Section C. Proposal overview

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| C.1 Programme title | |
| C.2 Results to which the programme contributes | <i>Refer to Section 1.3 of the Invitation for Proposal</i> |

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| C.3 Proposed programme duration | <i>From MM/YYYY to MM/YYYY</i> |
| C.4 Proposed Programme budget | |

| Section D. Proposed interventions and activities to achieve intended results | |
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| D.1 Programme Summary | <p><i>This section should provide a brief summary of the programme.</i></p> <p><i>It should include a problem statement, the context and the rationale for the Programme:</i></p> <ul style="list-style-type: none"> ● <i>Overview of the existing problem;</i> ● <i>How the problem is linked to global/regional/national priorities and policies; and</i> ● <i>The relevance of the programme in addressing problem identified</i> |
| D.2 Organizational background and capacity to implement | <i>This section should briefly explain why the proposing organization has the experience, capacity and commitment to successfully implement the workplan.</i> |
| D.3 Expected results | <i>“What” this programme will achieve - programme objectives and expected results</i> |
| D.4 Description of activities and budget | <i>This section includes a detailed description of budgeted activities to be undertaken to produce the expected results. Clear linkages between activities and results must be indicated. The applicant should include a separate excel spreadsheet with full details of activities and associated budget.</i> |
| D.5 Gender, Equity and Sustainability (optional) | <i>Explain briefly the practical measures taken in the programme to address gender, equity and sustainability considerations</i> |
| D.6 Environmental impact | <i>Outline the likely environmental impact of the programme, if any.</i> |
| D.7 Other partners involved | <i>This section outlines other partners who have a role in programme implementation, including potential sub-contractees and other organization providing technical and financial support for the programme</i> |
| D.8 NGO contribution | <i>This section briefly outlines the partner specific contribution to the programme (monetary or in-kind)</i> |
| D.9 Additional documentation | <i>Additional documentation can be mentioned here for reference</i> |

Section E. Programme Risks and Monitoring

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| E.1 Risks | <i>Identify major risk factors that could result in the proposed activities not being successfully implemented and any key assumptions on which the proposed intervention is based. Include any actions the organization will undertake to address/reduce identified risk(s).</i> |
| E.2 Monitoring | <i>This section briefly outlines the monitoring activities</i> |

Section F. References

Please provide 3 references to support your proposal. Include name, title, contact information and brief summary of relationship.

Reference 1:

Reference 2:

Reference 3:

Section G. Preventing Sexual Exploitation and Abuse (PSEA) Capacity Assessment

Please note, the results of this assessment may be shared with other United Nations entities

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| G.0 Preliminary Screening | <p>Does the organization have direct contact with beneficiaries? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>If your response is no, stop here and do not complete this section. However, please note if your organization begins working with beneficiaries at a later date, UNFPA will require your organization to fill out a self-assessment.</p> <p>If yes, please continue.</p> <p>Has the organization's PSEA capacity been assessed by a UN entity in the last 5 years? Yes <input type="checkbox"/> <i>If yes, share the assessment rating and supporting documentation with UNFPA and do not complete this section.</i> No <input type="checkbox"/> <i>If no, complete G.1 through G.8</i></p> |
| G.1 Policy Requirement | <p><i>Please provide supporting documentation for any fields marked "Yes".</i></p> <p>Your organization has a policy document on PSEA. At a minimum, this document should include a written undertaking that the partner accepts the standards of conduct listed in section 3 of the ST/SGB/2003/13. Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Supporting documentation may include:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Code of Conduct (internal or interagency) <input type="checkbox"/> PSEA policy <input type="checkbox"/> Documentation of standard procedures for all personnel to receive/sign PSEA policy <input type="checkbox"/> Other (please specify): |

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| G.2 Subcontracting | <p>Your organization’s contracts and partnership agreements include a standard clause requiring sub-contractors to adopt policies that prohibit SEA and to take measures to prevent and respond to SEA.</p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/> *N/A <input type="checkbox"/></p> <p>Supporting documentation may include:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Contracts/partnership agreements for sub-contractors <input type="checkbox"/> Other (please specify): <p><i>* Please Note: If the partner notes that it does not have subcontractors in the self-assessment this core standard is not applicable and UNFPA will assess this core standard as N/A. However, if this situation changes and the same partner subsequently subcontracts activities to another entity, this would warrant a re-assessment.</i></p> |
| G.3 Recruitment | <p>Your organization has a systematic vetting procedure in place for job candidates through proper screening. This must include, at minimum, reference checks for sexual misconduct and a self-declaration by the job candidate, confirming that they have never been subject to sanctions (disciplinary, administrative or criminal) arising from an investigation in relation to SEA, or left employment pending investigation and refused to cooperate in such an investigation.</p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Supporting documentation may include:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Reference check template including check for sexual misconduct (including reference from previous employers and self-declaration) <input type="checkbox"/> Recruitment procedures <input type="checkbox"/> Other (please specify): |
| G.4 Training | <p>Your organization holds mandatory trainings (online or in-person) for all IP employees and associated personnel¹ (herein “personnel”) on PSEA and relevant procedures. The training should, at a minimum include:</p> <ol style="list-style-type: none"> 1) a definition of SEA (that is aligned with the UN's definition); 2) an explanation on prohibition of SEA; and 3) actions that personnel are required to take (i.e. prompt reporting of allegations and referral of victims). <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Supporting documentation may include:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Training package <input type="checkbox"/> Attendance sheets <input type="checkbox"/> Training certificates <input type="checkbox"/> Other (please specify): |

¹ Associated personnel include sub-contractors, consultants, interns or volunteers and others associated with or working on behalf of the Partner.

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| <p>G.5 Reporting</p> | <p>Your organization has mechanisms and procedures for personnel, recipients of assistance and communities, including children, to report SEA allegations that comply with core standards for reporting (i.e. safety, confidentiality, transparency, accessibility).</p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Supporting documentation may include:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Internal Complaints and Feedback Mechanism <input type="checkbox"/> Participation in joint reporting mechanisms <input type="checkbox"/> Communication materials <input type="checkbox"/> PSEA awareness-raising plan <input type="checkbox"/> Description of reporting mechanism <input type="checkbox"/> Whistle-blower policy <input type="checkbox"/> Other (please specify): |
| <p>G.6 Assistance</p> | <p>Your organization has a system to refer SEA victims to locally available support services, based on their needs and consent. This can include actively contributing to in-country PSEA networks and/or GBV systems (where applicable) and/or referral pathways at an inter-agency level.</p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Supporting documentation may include:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Internal or Interagency referral pathway <input type="checkbox"/> List of Available service providers <input type="checkbox"/> Description of referral or Standard Operation Procedure (SOP) <input type="checkbox"/> Referral form for survivors of GBV/SEA <input type="checkbox"/> Guidelines on victim assistance and/or training on GBV and GBV case management principles <input type="checkbox"/> Other (please specify): |
| <p>G.7 Investigations</p> | <p>Your organization has a process for investigation of allegations of SEA and can provide evidence. This may include a referral system for investigations where in-house capacity does not exist.</p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Supporting documentation may include:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Written process for review of SEA allegations <input type="checkbox"/> Dedicated resources for investigation(s) and/or commitment of partner for support <input type="checkbox"/> PSEA investigation policy/procedures <input type="checkbox"/> Contract with professional investigative service <input type="checkbox"/> Other (please specify): |
| <p>G.8 Corrective Measures</p> | <p>Your organization has taken appropriate corrective action in response to SEA allegations, if any.</p> |

Yes No N/A

Supporting documentation may include:

- Evidence of implementation of corrective measures identified by the UN partner entity, including capacity strengthening of staff.
- Specific measures to identify and reduce risks of SEA in programme delivery.
- Other ((please specify):