



# CODE OF CONDUCT AND PROTECTION FROM SEXUAL EXPLOITATION AND ABUSE (PSEA) POLICY

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# 1. INTRODUCTION:

Peace by Youth (PY) is dedicated to empowering individuals and fostering safe and inclusive environments. Recognizing the inherent vulnerabilities of certain individuals and communities, PY operates with a zero-tolerance policy towards all forms of sexual exploitation and abuse (SEA) and Protection from Sexual Exploitation and Abuse (PSEA). This Code of Conduct with PSEA outlines our fundamental principles and expected behaviors for everyone involved in PY's work, including staff, volunteers, partners, beneficiaries, and community members.

## 1.1 PURPOSE:

This Code serves several critical purposes:

- **Prevention:** To establish clear expectations and guidelines that prevent SEA and PSEA before they occur.
- **Protection:** To safeguard the well-being and dignity of all individuals interacting with PY, particularly those at increased vulnerability.
- **Accountability:** To ensure transparency and hold everyone accountable for upholding the highest ethical standards.
- **Empowerment:** To create a culture of respect, open communication, and trust where individuals feel empowered to speak up and report concerns.
- **Compliance:** To adhere to international humanitarian standards and best practices related to SEA and PSEA prevention and response.

## 1.2 SCOPE:

This Code applies to all PY activities, programs, partnerships, and interactions, regardless of location or duration. It encompasses interactions with beneficiaries, staff, volunteers, partners, contractors, community members, and any other individual associated with PY's work.

## 1.3 IMPORTANCE OF ADHERENCE:

Adherence to this Code is mandatory for everyone involved with PY. Violations of this Code will not be tolerated and may result in disciplinary action, up to and including termination of employment, partnership, or volunteer engagement. By upholding the principles outlined in this Code, we collectively contribute to building a safer and more just world for all

## 1.4 PY'S VALUES:

At Peace by Youth, our core values – integrity, respect, empathy, and empowerment – guide everything we do. This Code of Conduct with PSEA embodies these values by establishing clear expectations that foster a safe and inclusive environment for all. By adhering to this Code, we demonstrate our commitment to:

- Upholding the highest ethical standards in every interaction and decision.
- Treating everyone with dignity and respect, regardless of their background, status, or vulnerability.
- Prioritizing the well-being and safety of all individuals we engage with.
- Empowering individuals to speak up and report concerns without fear of reprisal.
- Acting with transparency and accountability in preventing and addressing SEA and PSEA.

## 1.5 EMPHASIZING REPORTING:

We encourage everyone to report any suspected violations of this Code, regardless of certainty. Early reporting allows us to investigate swiftly, take necessary actions, and ensure the safety and well-being of all involved. Multiple and accessible reporting channels are available, including:

- **A confidential online reporting form:** Accessible on our website.
- **A dedicated phone hotline:** Operating 24/7 with trained professionals.
- **In-person reporting:** To any PY staff member or designated supervisor.

- **Third-party reporting:** Through independent organizations partnered with PY.

Remember, reporting suspected violations is a shared responsibility and plays a crucial role in preventing harm and upholding our values.

## 1.6 SUPPORTING UNDERSTANDING AND IMPLEMENTATION:

PY is committed to providing resources and training to support everyone in understanding and implementing this Code effectively. We offer:

- **Comprehensive training modules:** Covering SEA and PSEA awareness, prevention strategies, reporting procedures, and bystander intervention.
- **Information sessions and workshops:** Facilitated by experts to answer questions and address specific concerns.
- **Accessible resources and materials:** Including translated versions of the Code, FAQs, and hotlines.
- **Ongoing support and guidance:** From designated compliance officers and trained personnel.

By utilizing these resources and actively engaging with the Code, we can create a culture of prevention, empower individuals to speak up, and ensure a safe and respectful environment for all.

# 2. PY'S COMMITMENT TO CHS PRINCIPLES

## COMMITMENT TO THE CORE HUMANITARIAN STANDARD:

Peace by Youth (PY) firmly adheres to the Core Humanitarian Standard (CHS) on Minimum Standards in Sexual Exploitation and Abuse and Sexual Harassment (SEA/SH). We recognize the fundamental importance of these standards in upholding the dignity and well-being of all individuals and preventing harm within the humanitarian sector.

## OVERVIEW OF CHS COMMITMENTS:

The CHS outlines nine key commitments organizations must uphold to prevent and address SEA/SH:

1. **Policy and Procedures:** Have a clear and comprehensive policy on SEA/SH prevention and response.
2. **Risk Assessment and Management:** Identify and mitigate risks of SEA/SH within your organization and programs.
3. **Capacity Building:** Train staff, volunteers, and partners on SEA/SH prevention, response, and reporting.
4. **Complaints and Investigations:** Establish a clear and accessible process for reporting and investigating complaints of SEA/SH.
5. **Confidentiality and Support:** Ensure confidentiality and provide appropriate support to individuals who report SEA/SH.
6. **Disciplinary Action:** Have clear consequences for violations of the SEA/SH policy.
7. **Community Engagement:** Work with communities to prevent and address SEA/SH.
8. **Monitoring and Evaluation:** Regularly monitor and evaluate the effectiveness of your SEA/SH prevention and response measures.
9. **Reporting:** Report publicly on progress made in preventing and addressing SEA/SH.

## PY'S ALIGNMENT WITH CHS:

PY aligns with all nine CHS commitments and has integrated them into the core principles of this Code of Conduct with PSEA. We have developed:

- A comprehensive Code of Conduct outlining clear expectations and prohibited behaviors.

- Risk assessment and mitigation strategies specific to our programs and context.
- Mandatory training programs for all staff, volunteers, and partners on SEA/SH awareness, prevention, and reporting.
- Accessible and confidential reporting mechanisms for individuals to report concerns.
- A robust investigation and disciplinary process to address reported violations.
- Community engagement initiatives to raise awareness and address community concerns.
- Regular monitoring and evaluation of our SEA/SH prevention and response efforts.
- Public reporting on our progress in upholding the CHS commitments.

Our commitment to the CHS principles reflects our unwavering dedication to creating a safe and respectful environment for all individuals involved in our work. By upholding these standards, we contribute to building a more just and equitable world free from exploitation and abuse.

## 3. DEFINITIONS AND KEY CONCEPTS

This section clarifies essential terms used throughout this Code of Conduct with PSEA, ensuring everyone understands their precise meaning and implications.

### 3.1 SEXUAL EXPLOITATION AND ABUSE (SEA):

- SEA refers to any actual or attempted abuse of a position of vulnerability, differential power, or trust, for sexual purposes. It includes, but is not limited to:
  - Exploiting, threatening, or coercing someone to engage in sexual activity.
  - Offering goods, services, opportunities, or benefits in exchange for sexual activity.
  - Profiting from the sexual exploitation of another person.
  - Engaging in sexual activity with a minor (regardless of consent).

### 3.2 SEXUAL HARASSMENT:

- Sexual harassment refers to any unwelcome sexual conduct that creates a hostile, intimidating, or offensive environment. It can include:
  - Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature.
  - Sexual comments, jokes, or gestures.
  - Display of sexually suggestive images or materials.
  - Unwanted physical contact, including groping, kissing, or sexual assault.

### 3.3 OTHER RELEVANT DEFINITIONS:

- **Vulnerable person:** Anyone who is unable to fully protect their own interests due to age, disability, economic hardship, or other circumstances.
- **Consent:** Freely given, informed, and specific agreement to engage in sexual activity. A person cannot consent if they are under the age of consent, intoxicated, or under pressure or coercion.
- **Grooming:** Building a relationship, trust, and emotional connection with a person, often a child, for the purpose of future sexual abuse.
- **Bystander:** Anyone who witnesses or has knowledge of potential SEA or sexual harassment.
- **Reporting:** Bringing a concern or allegation of SEA or sexual harassment to the attention of a designated authority.

## 4. STANDARDS OF CONDUCT

This section outlines the expected behaviors and prohibits unacceptable conduct for everyone involved in PY's work, aiming to foster a safe, respectful, and ethical environment.

## 4.1 EXPECTATIONS FOR BEHAVIOR:

- **Treat everyone with dignity and respect:** This includes respecting cultural norms, avoiding discrimination, and valuing diverse perspectives.
- **Uphold honesty and integrity:** Be truthful in all interactions and avoid any form of corruption, fraud, or bribery.
- **Maintain professional boundaries:** Avoid any personal relationships that could create a conflict of interest or exploit a position of power.
- **Prioritize safety and well-being:** Be mindful of others' physical and emotional safety, and report any potential risks or harmful situations.
- **Communicate openly and respectfully:** Practice active listening, engage in constructive dialogue, and avoid offensive or discriminatory language.
- **Promote inclusion and participation:** Encourage the participation of all individuals, regardless of their background or status.
- **Report suspected violations:** Act promptly and responsibly if you witness or suspect any violation of this Code.

## 4.2 PROHIBITED BEHAVIORS:

Peace by Youth (PY) and its staff firmly uphold a zero-tolerance policy towards any form of sexual exploitation and abuse. Such misconduct is recognized as grounds for disciplinary actions, including summary dismissal or contract termination. The following behaviors are strictly prohibited within PY:

- **Sexual exploitation and abuse (SEA):** No act or attempt of SEA will be tolerated.
- **Sexual harassment:** Unwelcome sexual advances and conduct creating a hostile environment are not allowed.
- **Discrimination and harassment:** No form of discrimination or harassment will be accepted.
- **Abuse of power:** Misusing authority for personal benefit or to harm others is forbidden.
- **Bribery and corruption:** Engaging in or supporting corrupt practices is prohibited.
- **Fraud and misrepresentation:** Dishonesty in any form is unacceptable.
- **Endangering well-being:** Actions that risk the safety of others are prohibited.
- **Retaliation:** Punishing someone for reporting a violation is strictly prohibited.

This section ensures all members of PY are aware of the behaviors that undermine the safety, respect, and integrity of our environment and are committed to maintaining a culture of accountability and ethical conduct.

## 4.3 SPECIAL CONSIDERATIONS FOR WORKING WITH VULNERABLE POPULATIONS:

PY recognizes the increased vulnerability of certain populations, such as children, people with disabilities, and those experiencing displacement or hardship. When interacting with these groups, we must exercise additional care and adhere to the following principles:

- **Prioritize informed consent:** Ensure individuals fully understand the nature and purpose of any interaction before proceeding.
- **Avoid power imbalances:** Be mindful of potential power dynamics and avoid exploiting any position of authority.
- **Respect cultural sensitivities:** Adapt communication and approaches to align with local customs and traditions.
- **Protect privacy and confidentiality:** Treat personal information with utmost care and respect.
- **Report any concerns:** Promptly report any suspected child protection violations or exploitation of vulnerable individuals.

This Code serves as a foundation for ethical and respectful conduct. By adhering to these standards, we create a safe and inclusive environment where everyone feels empowered to contribute to PY's mission without fear of harm or exploitation.

## 5. PSEA SPECIFIC POLICIES: PREVENTION AND RISK MANAGEMENT

Peace by Youth (PY) is committed to preventing all forms of Sexual Exploitation and Abuse (SEA) and Protection from Sexual Exploitation and Abuse (PSEA) within our organization and the communities we serve. This section outlines our key prevention strategies and risk management measures to achieve this goal.

### 5.1 PREVENTION STRATEGIES:

- **Awareness raising and training:** We provide mandatory training programs on SEA/PSEA awareness, prevention, and reporting for all staff, volunteers, partners, and beneficiaries. These trainings cover topics like:
  - Recognizing and understanding SEA/PSEA
  - Identifying and mitigating risk factors
  - Reporting procedures and support services available
  - Bystander intervention techniques
  - Power dynamics and safeguarding vulnerable populations
- **Developing and disseminating clear policies and procedures:** We have a comprehensive Code of Conduct with PSEA, outlining clear expectations and prohibited behaviors. This Code is translated into local languages and readily available to all stakeholders.
- **Creating safe and inclusive spaces:** We strive to create safe and inclusive environments where individuals feel comfortable speaking up and reporting concerns. This includes establishing clear boundaries between professional and personal relationships, fostering open communication, and implementing grievance mechanisms.
- **Empowering communities:** We work with communities to raise awareness about SEA/PSEA, build protective mechanisms, and encourage community-based reporting. This may involve collaborating with local leaders, faith-based groups, and civil society organizations.
- **Vetting and background checks:** We implement thorough vetting and background checks for staff, volunteers, and partners, considering potential risks and past conduct.
- **Monitoring and evaluation:** We regularly monitor and evaluate the effectiveness of our prevention strategies, identify areas for improvement, and adapt our approaches based on learnings.

### 5.2 RISK MANAGEMENT:

- **Risk assessment:** We conduct regular risk assessments to identify potential vulnerabilities and areas where SEA/PSEA could occur within our programs, activities, and partnerships. This assessment considers factors like program design, beneficiary demographics, staff composition, and operating environments.
- **Developing mitigation strategies:** Based on the risk assessment, we develop and implement targeted mitigation strategies to address identified risks. These strategies may include:
  - Adapting program activities to minimize risks for vulnerable populations
  - Strengthening supervision and oversight mechanisms
  - Implementing stricter recruitment and vetting procedures
  - Enhancing security measures in program locations

- **Communication and reporting:** We ensure clear communication channels for reporting suspected SEA/PSEA incidents and concerns. This includes establishing confidential reporting mechanisms and encouraging open communication within the organization.
- **Incident response and investigation:** We have a clear and accessible process for investigating reported incidents of SEA/PSEA. This process ensures confidentiality, fairness, and timely resolution.
- **Disciplinary action:** We have clear consequences for violations of our PSEA policy, including disciplinary action up to and including termination of employment, partnership, or volunteer engagement.

By implementing these prevention strategies and risk management measures, PY aims to create a culture of safety, respect, and zero tolerance for SEA/PSEA. We believe everyone deserves to participate in our programs and activities free from the threat of exploitation and abuse.

## 6. RESPONSIBILITIES AND IMPLEMENTATION: BUILDING A COLLECTIVE COMMITMENT

This section outlines the individual and collective responsibilities of all stakeholders involved in upholding this Code of Conduct with PSEA and fostering a safe and respectful environment at Peace by Youth (PY).

### 6.1 STAFF:

- Uphold the highest ethical standards in all interactions and professional conduct.
- Complete mandatory PSEA training and stay updated on relevant policies and procedures.
- Recognize and report suspected SEA/PSEA promptly and through designated channels.
- Maintain professional boundaries and avoid any personal relationships that could create a conflict of interest or exploit a position of power.
- Treat everyone with dignity and respect, regardless of their background or status.
- Create a safe and inclusive environment where individuals feel comfortable speaking up and seeking support.
- Act as role models and demonstrate commitment to upholding the Code's principles.

### 6.2 VOLUNTEERS:

- Familiarize themselves with this Code and adhere to its principles and expectations.
- Complete PSEA training as required and maintain awareness of relevant policies and procedures.
- Report any suspected SEA/PSEA they witness or experience through designated channels.
- Respect cultural norms and sensitivities in all interactions with beneficiaries and communities.
- Maintain professional boundaries and avoid personal relationships that could exploit a position of power.
- Promote an environment of inclusion and respect for all individuals involved in PY's work.

### 6.3 PARTNERS:

- Commit to upholding the principles outlined in this Code within their own organizations and collaborations with PY.
- Implement their own PSEA policies and procedures aligned with international standards.
- Conduct necessary training for their staff and personnel working with PY or on joint projects.

- Report any suspected SEA/PSEA involving PY staff, volunteers, or beneficiaries through designated channels.
- Collaborate with PY on prevention, risk management, and response efforts.
- Communicate openly and transparently regarding any concerns or potential violations.

## 6.4 LEADERSHIP RESPONSIBILITIES:

- Provide strong leadership and commitment to creating a culture of zero tolerance for SEA/PSEA.
- Allocate resources and support for PSEA prevention, training, and response efforts.
- Ensure clear communication and dissemination of this Code and related policies to all stakeholders.
- Establish accessible and confidential reporting mechanisms for individuals to voice concerns.
- Investigate reported incidents promptly and fairly, ensuring appropriate disciplinary action and support for victims.
- Regularly review and update PSEA policies and procedures based on best practices and emerging needs.
- Lead by example by demonstrating respectful and ethical behavior in all interactions.

## 6.5 IMPLEMENTATION:

PY is committed to effectively implementing this Code through the following measures:

- **Integration into organizational culture:** Embedding PSEA principles into all aspects of our work, policies, and decision-making.
- **Ongoing training and capacity building:** Providing regular training and capacity-building opportunities for all stakeholders on PSEA awareness, prevention, and response.
- **Monitoring and evaluation:** Regularly monitoring the effectiveness of our PSEA efforts and adapting our approach based on learnings.
- **Open communication and feedback:** Encouraging open communication and feedback on PSEA issues from all stakeholders.
- **Continuous improvement:** Striving for continuous improvement in our PSEA prevention and response efforts.

By fulfilling these responsibilities and working collaboratively, we at PY can create a safe and inclusive environment where everyone feels empowered, respected, and protected from SEA and PSEA. Remember, upholding this Code is not just a compliance requirement but a shared responsibility and a fundamental value that guides our mission and work.

# 7. REPORTING MECHANISMS AND WHISTLEBLOWING: SPEAKING UP, BUILDING TRUST

Peace by Youth (PY) encourages everyone to report any suspected violations of this Code of Conduct with PSEA, regardless of certainty. Early reporting allows us to investigate swiftly, take necessary actions, and ensure the safety and well-being of all involved. We are committed to providing multiple accessible and confidential reporting mechanisms to empower individuals to speak up without fear of reprisal.

## 7.1 STEPS FOR REPORTING:

- **Confidential Online Form:** Submit a report anonymously or confidentially through our secure online form available on our website at [website address].

- **Dedicated Hotline:** Call our 24/7 confidential hotline at [phone number] and speak with a trained professional who can guide you through the reporting process.
- **In-Person Reporting:** Report concerns directly to any PY staff member, supervisor, or designated compliance officer.
- **Third-Party Reporting:** Report through independent organizations partnered with PY, such as [List of organizations].

## 7.2 CONFIDENTIALITY ASSURANCES:

PY is committed to protecting the confidentiality of all reports and the identities of individuals involved, to the fullest extent possible. We will only share information on a need-to-know basis for investigation purposes and with your consent when possible. Retaliation against anyone who reports a violation in good faith is strictly prohibited and will result in disciplinary action.

## 7.3 ADDITIONAL SUPPORT:

We understand that reporting a concern can be difficult. PY offers various support services to individuals who report, including:

- **Emotional support and counseling:** Confidential access to professional counselors who can provide guidance and support throughout the reporting process.
- **Safety measures:** PY can take appropriate steps to ensure the safety and well-being of individuals who report, depending on the specific circumstances.
- **Information and updates:** We will keep you informed about the progress of the investigation and any outcomes, as appropriate.

### Remember:

- Reporting any suspected violation is the right thing to do. By speaking up, you can help protect yourself and others from harm and contribute to building a safer environment for everyone.
- You are not alone. PY is here to support you throughout the reporting process.
- Even if you are unsure or have incomplete information, reporting is still encouraged. We will investigate all reports thoroughly and take appropriate action.

Our commitment to transparency and accountability includes publicly reporting on PSEA incidents and the actions taken in response. However, this will be done in a way that protects the confidentiality of individuals involved.

By fostering a culture of open communication and reporting, we can collectively prevent and address SEA/PSEA, building a safer and more just world for all.

# 8. RESPONSE AND MANAGEMENT OF INCIDENTS: ENSURING FAIR AND EFFECTIVE ACTION

Peace by Youth (PY) takes all allegations of violations of this Code of Conduct with PSEA seriously. We are committed to conducting thorough and fair investigations, taking appropriate disciplinary actions, and providing support to those affected.

## 8.1 INVESTIGATION PROCEDURES:

- **Initial Assessment:** Upon receiving a report, a designated compliance officer or trained personnel will assess the nature of the allegation and determine the course of action. This may involve gathering preliminary information, interviewing individuals involved, and collecting relevant evidence.

- **Investigation:** If a full investigation is warranted, it will be conducted by a trained and impartial team, ensuring confidentiality and respect for all parties involved. The team will follow established protocols and procedures, documenting the process and findings systematically.
- **Communication:** Individuals involved in the investigation will be kept informed of the process and timeline, to the extent possible and while maintaining confidentiality.
- **Outcomes:** The investigation team will present its findings and recommendations to a designated decision-making body. Based on the evidence and applicable policies, the body will determine whether a violation has occurred and what disciplinary action is appropriate.

## 8.2 DISCIPLINARY ACTIONS:

**Disciplinary actions will be proportionate to the severity of the violation and may include:**

- **Verbal or written warnings:** Used for minor or first-time offenses.
- **Suspension or temporary removal:** Implemented for more serious offenses, pending further investigation or disciplinary action.
- **Termination of employment, volunteer engagement, or partnership:** Considered for serious violations of the Code, including confirmed cases of SEA/PSEA.
- **Legal action:** May be pursued in cases involving criminal offenses or where necessary to protect individuals or the organization.

## 8.3 ADDITIONAL MEASURES:

In addition to disciplinary actions, PY may take other measures to address the incident, such as:

- **Providing support to victims:** Offering counseling, medical assistance, or other necessary support services.
- **Implementing corrective measures:** Identifying and addressing any factors that may have contributed to the incident, to prevent similar occurrences in the future.
- **Raising awareness and training:** Providing additional training and resources to staff, volunteers, and partners on relevant policies and procedures.

## 8.4 TRANSPARENCY AND ACCOUNTABILITY:

PY is committed to transparency and accountability regarding our PSEA response efforts. We will publicly report on the number of PSEA incidents reported, the outcomes of investigations, and the actions taken, without compromising the confidentiality of individuals involved.

Remember:

- Reporting suspected violations is crucial for ensuring timely investigation and appropriate action.
- PY is committed to conducting fair and impartial investigations, protecting the rights of all involved parties.
- Disciplinary actions will be proportionate to the severity of the violation and aligned with organizational policies and legal frameworks.
- PY continuously strives to improve its response and management of incidents to create a safer and more respectful environment for everyone.

# 9. TRAINING AND AWARENESS: BUILDING KNOWLEDGE AND EMPOWERING ACTION

Peace by Youth (PY) recognizes that knowledge and awareness are critical weapons in preventing and addressing Sexual Exploitation and Abuse (SEA) and Protection from Sexual Exploitation and Abuse (PSEA). We are committed to providing comprehensive training and awareness-raising

initiatives to equip all stakeholders with the necessary understanding and skills to act responsibly and contribute to a safe and respectful environment.

## 9.1 MANDATORY TRAINING PROGRAMS:

- **PY Foundation Training:** All staff, volunteers, and partners must complete our mandatory PY Foundation Training, which includes a dedicated module on SEA/PSEA awareness, prevention, and reporting. This module covers:
  - Understanding SEA/PSEA definitions and key concepts
  - Identifying risk factors and vulnerabilities
  - Recognizing and reporting suspected incidents
  - Bystander intervention techniques
  - Organizational policies and procedures related to PSEA
  - Accessing support and resources
- **Role-Specific Training:** We offer additional, role-specific training programs tailored to the specific needs and responsibilities of different groups, such as:
  - Management and leadership training on PSEA prevention, response, and investigation
  - Training for program staff on implementing PSEA safeguards in program design and delivery
  - Training for community leaders and partner organizations on raising awareness and reporting mechanisms

## 9.2 AWARENESS CAMPAIGNS:

- **Regular communication:** We disseminate information about PSEA through regular newsletters, online platforms, internal communication channels, and community outreach materials.
- **Awareness-raising events:** We organize workshops, seminars, and community dialogues to raise awareness about SEA/PSEA, challenge harmful norms, and promote safe and respectful behaviors.
- **Creative campaigns:** We utilize engaging communication strategies, such as posters, videos, and social media campaigns, to capture attention and spark conversations about PSEA.

## 9.3 CONTINUOUS LEARNING:

- **Refresher training:** We provide regular refresher training programs to ensure everyone stays updated on PSEA issues, policies, and best practices.
- **Knowledge-sharing platforms:** We create platforms for sharing experiences, resources, and best practices among staff, partners, and beneficiaries.
- **Staying informed:** We actively monitor emerging trends and best practices in PSEA prevention and response, adapting our training and awareness efforts accordingly.

### Remember:

- Training and awareness are not one-time events but ongoing processes.
- Effective training involves interactive learning, role-playing, and opportunities for clarification and questions.
- Tailoring training to specific audiences and contexts is crucial for relevance and impact.
- Evaluating the effectiveness of training and awareness activities regularly helps ensure continuous improvement.

By investing in comprehensive training and awareness efforts, PY empowers individuals to understand their rights and responsibilities, recognize and report harmful behaviors, and contribute to a culture of zero tolerance for SEA/PSEA. We believe that through collective knowledge, vigilance, and action, we can create a safer and more just world for all.

# 10. MONITORING, EVALUATION, AND CONTINUOUS IMPROVEMENT: STRIVING FOR EXCELLENCE

Peace by Youth (PY) recognizes that our commitment to preventing and addressing Sexual Exploitation and Abuse (SEA) and Protection from Sexual Exploitation and Abuse (PSEA) requires ongoing efforts to monitor, evaluate, and continuously improve our policies, procedures, and practices. We are dedicated to fostering a culture of learning and adapting to ensure the effectiveness of our PSEA efforts and create a safe and respectful environment for all.

## 10.1 REGULAR REVIEW AND UPDATE OF POLICIES:

- We regularly review and update our Code of Conduct with PSEA, PSEA policies and procedures, and training materials based on:
  - Feedback from stakeholders
  - Changes in legislation and best practices
  - Lessons learned from incident investigations and monitoring reports
  - Emerging trends and risks in the operating environment
- This ensures our policies and procedures remain relevant, effective, and aligned with international standards.

## 10.2 MONITORING AND EVALUATION MECHANISMS:

- We implement various monitoring and evaluation mechanisms to assess the effectiveness of our PSEA efforts, including:
  - **Data collection:** Tracking the number of reported incidents, investigations conducted, and outcomes of disciplinary actions.
  - **Performance indicators:** Monitoring key performance indicators related to training completion rates, awareness levels, and community engagement in reporting mechanisms.
  - **Feedback surveys:** Seeking feedback from staff, volunteers, partners, and beneficiaries on their understanding of PSEA policies, reporting experiences, and suggestions for improvement.
  - **External audits:** Periodically engaging independent auditors to assess our PSEA compliance and recommend improvements.

## 10.3 FEEDBACK MECHANISMS:

- We encourage everyone to provide feedback on our PSEA efforts through various channels, including:
  - Confidential online feedback form
  - Designated PSEA focal point or compliance officer
  - Staff suggestion boxes or feedback meetings
  - Community outreach and dialogue forums
- We value all feedback and use it to identify areas for improvement, prioritize actions, and demonstrate our commitment to transparency and accountability.

## 10.4 CONTINUOUS IMPROVEMENT:

Based on the findings from monitoring, evaluation, and feedback, we continuously strive to improve our PSEA efforts through:

- **Adapting policies and procedures:** Refining our policies and procedures based on identified gaps or areas for improvement.
- **Enhancing training and awareness:** Strengthening the content and delivery of training programs to enhance understanding and skills.

- **Strengthening reporting mechanisms:** Making reporting channels more accessible and user-friendly, and promoting a culture of open communication.
- **Improving response and investigation procedures:** Ensuring timely, fair, and effective investigation processes, and providing appropriate support to victims.
- **Building partnerships:** Collaborating with other organizations and stakeholders to share best practices, learn from each other, and advocate for systemic change in preventing and addressing SEA/PSEA.

**Remember:**

- Monitoring, evaluation, and continuous improvement are essential aspects of maintaining an effective PSEA response.
- Seeking and incorporating feedback from diverse stakeholders is crucial for identifying blind spots and ensuring inclusivity.
- Demonstrating a commitment to learning and adaptation fosters trust and transparency, and reinforces our collective responsibility to uphold a safe and respectful environment.

By embracing this culture of continuous improvement, PY strengthens its commitment to preventing and addressing SEA/PSEA, contributing to a world where everyone feels safe, respected, and empowered.

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## THE FOLLOWING ANNEXES ARE AVAILABLE FOR THE CODE OF CONDUCT AND PSEA POLICY OF PEACE BY YOUTH (PY)

**Annex – I. Code of Conduct and PSEA Sign-off Form**

**Annex – II. Incident Reporting Form**

**Annex – III. SEA Risk Assessment Template**

**Annex – IV. PSEA Training Attendance Sheet**

**Annex – V. Checklist for Managers on PSEA Implementation**

**Annex – VI. Guidelines for Conducting Investigations**

**Annex – VII. Support Services Directory**

**Annex – VIII. FAQs about PSEA Policy**

**Annex – IX. Feedback Form on PSEA Policy Implementation**

**Annex – X. PSEA Policy Update Log**