



**PROTECTION FROM SEXUAL EXPLOITATION
& ABUSE (PSEA) POLICY**

OF

YOUTH FOR UNITY & VOLUNTARY ACTION (YUVA)

For more details please visit our website at- www.yuvaindia.org

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Protection from Sexual Exploitation and Abuse (PSEA) Policy

Policy No.: YP01.1

Policy Statement:

- YUVA is committed to maintaining a zero-tolerance approach towards Sexual Exploitation and Abuse (SEA). All YUVA employees and related personnel are expected to adhere to the highest standards of personal and professional conduct, respecting the rights of beneficiaries and vulnerable members of the local communities.
- SEA is considered a violation of internationally recognized legal norms and standards, and it is strictly prohibited for all YUVA employees and related personnel.

Scope of Application:

This policy applies to all YUVA employees and related personnel, both on-and off-duty, and sets out the approach to prevent and respond to SEA.

Definitions:

- For the purposes of this policy, "sexual exploitation" refers to any actual or attempted abuse of a position of vulnerability, differential power, or trust, for sexual purposes, including but not limited to profiting monetarily, socially, or politically from the sexual exploitation of another.
- Similarly, "sexual abuse" refers to the actual or threatened physical intrusion of a sexual nature, whether by force or under unequal or coercive conditions.

Commitment to PSEA:

- YUVA is committed to creating and maintaining a safe environment, free from SEA. To achieve this, YUVA will implement a robust PSEA framework consisting of prevention and response measures.
- YUVA affirms its commitment to the UN Secretary General's Bulletin on Special Measures for protection from sexual exploitation and sexual abuse (ST/SGB/2003/13) and the full implementation of the IASC Six Core Principles relating to SEA.

Six Core Principles:

- SEA by YUVA employees and related personnel will be considered acts of gross misconduct and may result in termination of employment.
- Sexual activity with children (persons under the age of 18) is strictly prohibited, irrespective of local age of majority or age of consent. Mistaken belief regarding the age of a child is not a defence.
- Exchange of money, employment, goods, or services for sex, including sexual favours or any form of humiliating, degrading, or exploitative behaviour, is prohibited. This includes the exchange of assistance that is due to beneficiaries.
- Any sexual relationship between YUVA employees or related personnel and beneficiaries of assistance or other vulnerable members of the local community, which involves the improper use of rank or position, is strictly prohibited. Such relationships undermine the credibility and integrity of humanitarian aid work.

- Any YUVA employee or related personnel who becomes aware of concerns or suspicions regarding sexual abuse or exploitation by a fellow worker, whether within or outside the organization, must report such concerns via established reporting mechanisms.
- It is the responsibility of all YUVA employees and related personnel to create and maintain an environment that prevents SEA and promotes the implementation of this policy. Managers have particular responsibilities to support and develop systems to maintain this environment.

PSEA Framework:

Prevention:

- Vetting: YUVA will conduct systematic vetting of all prospective job candidates according to established screening procedures.
- Training: YUVA will provide mandatory induction and refresher training to all employees and related personnel on the YUVA's POSH and PSEA policy and procedures.

Response:

- Reporting: YUVA has the IC members listed under the POSH Policy who can be directly contacted for POSH and PSEA reporting. Any personnel's, beneficiaries, and communities, including children can report SEA allegations and establish safe, confidential, and access mechanisms and procedures. Beneficiaries will be made aware of these mechanisms time to time.
- Investigation: YUVA will conduct proper and timely investigations of SEA allegations involving its employees or related personnel which will be carried out by the IC and necessary steps will be taken as mentioned in its POSH policy (with Policy No.9.1). If the alleged perpetrator is affiliated with another entity, YUVA will refer the case to the appropriate investigative body and hire them as per the need.
- Referral to National Authorities: If, after a proper investigation, there is evidence to support allegations of SEA, YUVA may refer the cases to national authorities for criminal prosecution wherever need arise.
- Victim Assistance: YUVA will establish a system to promptly refer SEA survivors to available services based on their needs and consent.

Cooperative Arrangements:

- All YUVA contractors, suppliers, consultants and sub-partners having an agreement with YUVA will have to accept and commit to the zero-tolerance policy on SEA and to implement measures for prevention and response.
- Failure of entities or individuals to take preventive measures against SEA, investigate allegations, or take corrective action when SEA has occurred will be grounds for termination of any cooperative arrangement.

Incident Report Form for SEA Allegations

1. Details on how, when, and by whom, the allegation was received:

Date and time of receipt: _____

Received by: _____

Contact information (email, phone): _____

2. Description of alleged incident, including dates, times, and locations:

Date(s) of alleged incident: _____

Time(s) of alleged incident: _____

Location(s) of alleged incident: _____

Description of alleged incident:

3. Description of alleged or suspected survivors:

Name: _____

Age: _____

Gender: _____

Ethnic/origin/nationality: _____

Specific needs: _____

4. Description of alleged or suspected perpetrators:

Name: _____

Age: _____

Gender: _____

Nationality: _____

Organisational affiliation/position: _____

Previous record of misconduct: _____

5. Actions taken by the organisation in response to allegations to date:

Referral for assistance: _____

Investigations: _____

Notification of UN/Host Government: _____

6. Actions taken by other organisations or entities in response to the allegation:

UN: _____

Host Government: _____

Requested support from partners:

Support for SEA survivors: _____

Investigations: _____

Report transmitted by:

Name: _____

Contact info (email, phone): _____

Title: _____

Date: _____

Referral form

Referring agency Agency/org: _____

Contact: _____

Phone: _____

Email: _____

Location: _____

Receiving agency Agency/org: _____

Contact: _____

Phone: _____

Email: _____

Location: _____

Survivor information Name: _____

Phone: _____

Address: _____

Age: _____ Sex: _____

Nationality: _____ Language: _____

ID number: _____

If survivor is a minor (under 18)

Name of primary caregiver: _____

Relationship to child: _____

Contact information for caregiver: _____

Is the child separated or unaccompanied? Yes/No

Is the caregiver informed about referral? Yes/No (If no, explain) _____

Background Information/Reason for referral and services already provided

Has the survivor been informed of the referral? Yes/No (If no, explain below)

Has the survivor been referred to any other organisation? Yes/No (If yes, explain below)

Services requested: _____

Consent to release information. (Read with survivor/caregiver and answer any questions before s/he signs below. Sign on behalf of the survivor/caregiver if consent is given verbally and the survivor/caregiver cannot sign.)

I, _____ (survivor name), understand that the purpose of the referral and of disclosing this information to _____ (name of receiving agency) is to ensure the safety and continuity of care among service providers seeking to serve the client. The service provider, __ (name of referring agency), has clearly explained the procedure of the referral to me and has listed the exact information that is to be disclosed. By signing this form, I authorise this exchange of information.

Signature of responsible party (survivor or caregiver if a child):

Date (DD/MM/YY):

Details of Referral Any contact or other restrictions? Yes/No (If yes, please explain below)

Referral delivered via: Phone (emergency only)/ E-mail Electronically (e.g., App or database)/

In Person Follow-up expected via: Phone/E-mail/In Person

By date (DD/MM/YY):

Information agencies agree to exchange in follow-up: _____