Tool 1

PSEA Assessment Framework (aligned to the UNICEF PSEA Assessment)

Core Standard	Yes | No	Supporting documentation may include:
Policy: Does the organization have policies and procedures in place for PSEA, including a zero tolerance policy towards sexual exploitation and abuse including sexual harassment? (IASC MOS-PSEA 1)		☐ Code of conduct ☐ PSEA policy ☐ Child protection, anti-harassment, data protection, disciplinary policy ☐ Documentation of standard procedures for all personnel to receive/sign PSEA policy ☐ Staff and volunteers confirm understanding of the policies ☐ Other (please specify): _____
Leadership: Has the leadership of the National Society signaled its commitment to work on PSEA? (IASC MOS-PSEA 2)		☐ ToR (e.g. senior staff, Board member or staff with PSEA-related responsibilities) ☐ Contracts/partnership agreements which require contractors to adopt PSEA policies ☐ Communications by leadership ☐ Budget and resources for PSEA ☐ PSEA indicators and tracking ☐ Other (please specify): _____
HR Systems: Have steps been taken to check the backgrounds of prospective staff and volunteers including, at minimum, reference checks for sexual misconduct and a self-declaration by the job candidate that they have never been involved in SEA? (IASC MOS-PSEA 6)		☐ Reference check template including check for sexual misconduct ☐ Recruitment and probation procedures ☐ Interview HR to confirm procedure ☐ Other (please specify): _____
Training: Does the organization train all staff and volunteers on expected standards of behavior and actions to take i.e. prompt reporting of concerns? (IASC MOS-PSEA 7)		☐ Training plan and materials ☐ Attendance sheets ☐ Staff feedback on training ☐ Other (please specify): _____
Reporting: Do staff, volunteers and people of all genders, ages and abilities in affected communities understand expected standards of behavior and how to report SEA concerns? (IASC MOS-PSEA 4)		☐ Communication materials ☐ PSEA awareness-raising plan ☐ Complaints mechanisms ☐ Description of SEA Reporting Mechanism ☐ Whistle-blower Policy ☐ Case log ☐ Survey for staff, volunteers and community members ☐ Other (please specify): _____
Assistance and Referrals: Does the organization have a system in place to refer SEA survivors to available services, based on their needs and consent? (IASC MOS-PSEA 5)		☐ List of Available Service Providers ☐ Description of Referral Process ☐ Consent form ☐ Referral form for survivors of GBV/SEA ☐ Survey for survivors on quality of response ☐ Other (please specify): _____
Investigation and response: Does the organization ensure prompt and effective investigation and response to allegations of SEA? (IASC MOS-PSEA 8)		☐ PSEA investigation policy / procedures ☐ Contract with a professional investigative service ☐ Case log ☐ Survey for survivors on quality of response ☐ Other (please specify): _____