



## BARN OCH KVINNOR ORGANISATION

*Faith • Action • Results*

# PREVENTION OF SEXUAL EXPLOITATION AND ABUSE (PSEA) POLICY

*Protecting the Dignity and Rights of Beneficiaries, Personnel and Communities*

| Document Reference | Version | Date of Issue | Next Scheduled Review |
|--------------------|---------|---------------|-----------------------|
| BOK-POL-003        | 1.0     | May 2025      | May 2026              |

The purpose of this Policy is to prevent and respond to sexual exploitation and abuse ("SEA") within Barn Och Kvinnor Organisation ("the Organisation") and among its affiliated partners, in compliance with World Health Organization (WHO) and UNHCR guidance and the Inter-Agency Standing Committee (IASC) Six Core Principles Relating to Sexual Exploitation and Abuse. This Policy aims to protect the dignity and rights of all individuals with whom the Organisation works, especially those who are most vulnerable, including children with disabilities, children living with HIV, and marginalised women and widows, and to establish a safe and respectful environment across all of the Organisation's operations.

This Policy applies to all employees, volunteers, consultants, contractors, partners, board members and any other representatives of the Organisation, including those engaged in activities involving direct contact with beneficiaries. It has been approved by the Board of Directors and is binding without exception, regardless of seniority.

## 1. Purpose and Legal Basis

This Policy is established to:

- prevent, detect and respond to sexual exploitation and abuse committed by any person engaged by or affiliated with the Organisation, against any beneficiary, community member, colleague or third party;
- align the Organisation's practice with WHO and UNHCR guidance, the IASC Six Core Principles, and the UN Secretary-General's Bulletin on PSEA;
- meet the PSEA standards required by institutional donors, including Sida, EU institutions, and other bilateral and multilateral partners active in Sweden, Germany, the Netherlands and the wider European Union; and
- provide a clear, survivor-centred framework for reporting, investigating and responding to SEA concerns.



---

## 2. Scope of Application

---

This Policy applies to all employees, volunteers, consultants, contractors, partners, and any other representatives of the Organisation, including those engaged in activities in direct contact with beneficiaries, across all locations and programmes in which the Organisation operates.

---

## 3. Definitions

---

- 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.
- Sexual Abuse: the actual or threatened physical intrusion of a sexual nature, whether by force or under unequal or coercive conditions.
- Child Safeguarding: actions taken to promote the welfare of children and protect them from harm, including sexual exploitation and abuse.
- Beneficiaries: individuals who receive assistance or services from the Organisation, including children with disabilities, children living with HIV, marginalised women and widows, and other vulnerable community members.

---

## 4. Zero-Tolerance Policy

---

The Organisation maintains a zero-tolerance policy toward any form of sexual exploitation and abuse. Any personnel found to have engaged in such behaviour will be subject to disciplinary action, including termination of employment or engagement and, where appropriate, referral for legal prosecution.

---

## 5. Code of Conduct

---

- personnel must not engage in any form of sexual activity with beneficiaries, particularly children under 18 years of age, regardless of the local age of consent or majority;
- personnel must not exchange money, employment, goods or services for sexual favours, including any form of humiliating or degrading behaviour;
- personnel must treat all individuals with respect and dignity, and must avoid any form of abuse of power or exploitation.

---

## 6. Roles and Responsibilities

---

### Leadership and Management

- ensure understanding of, and compliance with, this PSEA Policy across the Organisation; facilitate mandatory PSEA training; and address SEA concerns promptly and effectively.

### All Personnel

- adhere to this PSEA Policy, participate in PSEA training, and report any concerns or breaches of this Policy through the designated reporting channels.

### Designated PSEA Focal Point



- coordinates PSEA training and community awareness-raising; receives and logs SEA concerns; and coordinates the Organisation's investigation and response process.

## 7. Reporting Mechanisms

---

The Organisation will establish safe, confidential and accessible reporting channels for SEA concerns, available to all personnel and to beneficiaries and their communities. Reporting mechanisms include:

- a dedicated email address for SEA reports;
- a telephone hotline;
- in-person reporting to any member of staff or to a designated community focal point.

Information on reporting channels will be disseminated widely among staff, partners and communities, in accessible formats and local languages, so that beneficiaries — including those with low literacy or disabilities — are able to raise concerns safely.

## 8. Response Protocols and Survivor-Centred Approach

---

All reports of SEA will be taken seriously and handled promptly, confidentially and impartially. An investigation team, including the designated PSEA Focal Point, will conduct investigations following a survivor-centred approach, ensuring the safety, dignity and privacy of all parties involved.

Survivors will be provided with immediate support, including medical care, psychosocial support and legal assistance as appropriate. The Organisation is committed to a survivor-centred approach in handling SEA allegations, including ensuring the safety, confidentiality and dignity of survivors, providing them with appropriate support, and involving them in decisions about their own care and assistance, in accordance with their wishes.

Retaliation against any person who reports an SEA concern in good faith is itself a disciplinary offence.

## 9. Sanctions and Disciplinary Action

---

Any personnel found, following due process, to have engaged in sexual exploitation or abuse will face disciplinary action, including termination of employment or engagement and, where appropriate, referral to statutory authorities for legal proceedings. False allegations made with malicious intent will also be subject to disciplinary action, provided that a report made in good faith, even if not ultimately substantiated, shall never be treated as a false allegation.

## 10. Partnerships and Collaboration

---

All partners and contractors must adhere to this PSEA Policy as a condition of their engagement with the Organisation. PSEA compliance will be included in all partnership and grant agreements, and partners will be required to report any SEA incidents involving their staff or operations to the Organisation without delay.

## 11. Monitoring, Compliance and Reporting

---

Regular monitoring and evaluation of PSEA compliance will be conducted through internal review and, where appropriate, external audit. A PSEA compliance report will be submitted to the Board of Directors annually, detailing



the implementation of this Policy and any incidents addressed. Confirmed cases are reported to affected donors within the timeframes required by the relevant grant agreement.

## 12. Policy Review

---

This Policy will be reviewed annually and updated as necessary to reflect changes in international standards, including WHO, UNHCR and IASC guidance, organisational needs, or lessons learned from implementation.

---

*This Policy has been formally approved by the Board of Directors of Barn Och Kvinnor Organisation.*

**Barn Och Kvinnor Organisation • Empowering Women • Protecting Children • Strengthening Communities**