IFAD
Investing in rural people

Update on IFAD's Approach to Address the United Nations Strategy to Prevent and Respond to Sexual Harassment, Sexual Exploitation and Abuse

Note to Executive Board Representatives

Focal points:

Technical questions:

Sylvie Martin
Director of Ethics
Ethics Office
Tel.: +39 06 5459 2574
e-mail: s.martin@ifad.org

Jovanie Philogene
Senior Ethics Officer
Tel. +39 06 5459 2365
e-mail: j.philogene@ifad.org

Sangwoo Kim
Investigation Manager
Office of Audit and Oversight
Tel.: +39 06 5459 2427
e-mail: sangwoo.kim@ifad.org

Maria del Rocio Gomez-Sanchez
Senior Legal Officer
Office of the General Counsel
Tel.: +39 06 5459 2856
e-mail: r.gomez-sanchez@ifad.org

Dispatch of documentation:

Deirdre Mc Grenra
Chief
Institutional Governance and Member Relations
Tel.: +39 06 5459 2374
e-mail: gb@ifad.org

Saadia Imad
Human Resources Special Adviser
Human Resources Division
Tel.: +39 06 5459 2628
e-mail: s.imad@ifad.org

James Heer
Chief, Strategic Communication
Communications Division
Tel.: +39 06 5459 2550
e-mail: j.heer@ifad.org

Sheila Mwanundu
Lead Technical Specialist
Operational Policy and Results Division
Tel.: +39 06 5459 2031
e-mail: s.mwanundu@ifad.org

Executive Board — 133rd Session
Rome, 13-16 September 2021

For: **Review**

I. Introduction

1. In response to the United Nations Secretary-General's strategy for a system-wide approach to strengthening prevention and response measures to combat sexual harassment (SH) and sexual exploitation and abuse (SEA) in its operations and funded activities, the IFAD SH/SEA task force, led by the Director of the Ethics Office (ETH) and composed of representatives of the Office of the General Counsel, Human Resources Division, Office of Audit and Oversight (AUO), Communications Division, Programme Management Department and Corporate Services Department, reported to the Executive Board at its 123rd, 124th, 125th, 126th, 127th, 128th, 129th, 130th, 131st and 132nd sessions[1] on the implementation of IFAD's SH/SEA Action Plan and the concrete measures being taken to align IFAD's approach with the Secretary-General's strategy as described in the report entitled Special Measures for Protection from Sexual Exploitation and Abuse: A New Approach (A/71/818).[2]

2. Since the release of the IFAD policy to Preventing and Responding to Sexual Harassment, Sexual Exploitation and Abuse (the SH/SEA policy) in April 2018, IFAD has implemented its 2018–2019 SH/SEA Action Plan (annex II); strengthened its policies, procedures, contracts, letters of appointments. As well, the General Conditions for Agricultural Development Financing and the IFAD Project Procurement Guidelines were amended to reflect the SH/SEA policy. IFAD conducted awareness-raising events and a campaign to combat SH/SEA entitled "Speak Up, Report, Support"; developed a mandatory SH/SEA online training course; released the Guidelines to Prevent Harassment, Sexual Harassment and Discrimination at IFAD Events; and launched an SEA focal point programme in all regions where the Fund operates.

3. The 2020–2021 SH/SEA Action Plan (annex I) was shared with the Executive Board[3] and with the United Nations Special Coordinator on improving the United Nations response to sexual exploitation and abuse. The plan focuses on collaboration with the United Nations and other partners in the field to strengthen prevention and response efforts, particularly in the light of the COVID-19 pandemic.

4. As per standard practice, the President of IFAD sends a year-end Management letter on protection from SEA and the reporting of SEA allegations to the United Nations Secretary-General. The letters describe IFAD's efforts and concrete prevention and response actions against SH and SEA. A copy of this correspondence is available on the Member States Interactive Platform.

II. Update on IFAD's approach to preventing and responding to SH and SEA

A. Prevention and response

5. Since January 2021, approximately 707 staff members, persons hired by the Fund under a non-staff contract and project personnel have received SH/SEA training either online or in videoconference classroom sessions.

6. Mandatory online SEA training is being closely monitored by ETH and all new staff must take the course within two months of starting their employment with IFAD. This requirement to complete the mandatory online SEA training also applies to non-staff such as consultants and interns. Completion of the mandatory training is also a prerequisite for the finalization of the performance evaluation process for staff members. To date, 99 per cent of the IFAD workforce has completed the

---

[1] See EB 2018/123/R.39, EB 2018/124/R.41, EB 2018/125/R.14, EB 2019/126/R.39, EB 2019/127/R.42, EB 2019/128/R.51, EB 2019/129/R.5, EB 2020/130/R.4, EB 2020/131/R.2, EB 2021/132/R.12.
[2] See GC 41/L.3/Rev.1, GC 44/L.6/Rev.1.
[3] See EB 2020/129/R.5.

mandatory SEA training for the first time or have re-certified as part of the refresher programme.

7. As part of its prevention efforts and pursuant to the IFAD SH/SEA policy, dedicated focal points were appointed in IFAD offices. The focal points are fully trained by ETH and play a key role in the promotion of IFAD's policy in a local context and in policy dialogue with partners on local SEA prevention strategies. In addition, they facilitate access to reporting and support mechanisms at field-level and liaise with resident coordinators, United Nations SEA in-country networks and the United Nations Department of Safety and Security on SEA-related initiatives.

8. Currently, 20 staff members perform the role of SEA focal points in IFAD Country Offices (ICOs). They are provided with all necessary training, information and materials and are fully supported by ETH, which also plays a coordination role.

9. Consistent with IFAD's plan to further decentralize and increase IFAD presence in the field, and mindful of the continuous need to raise awareness at local level in collaboration with all partners, the SEA focal point programme will be expanded to cover all IFAD duty stations. This approach would be commensurate with the one adopted by other United Nations organizations and would help achieve more locally. The expansion of the SEA focal points programme is being rolled out by ETH and is expected to follow the decentralization process.

10. In 2021, IFAD continued its participation in the United Nations SEA survey carried out by the Office of the Special Coordinator on improving the United Nations response to SEA. This year the survey is being conducted in 48 duty stations identified by the United Nations as being at high risk of SEA; of those, IFAD is present in 16 duty stations. All staff in the concerned duty stations have been requested to complete the United Nations SEA survey which is expected to close at the end of August. As per past practice, the Board will be informed of the survey results once they are communicated to IFAD.

11. IFAD also participates in the following United Nations initiatives: the Secretary-General's real-time SEA tracking system and the United Nations "Clear Check" secure online database, which serves as a reference tool for screening applicants for sexual misconduct. IFAD is the only organization with a confidential SH/SEA prompt reporting system, implemented on the MSIP. Through the dedicated platform, Member States can access timely anonymized information on each SH/SEA report in which sufficient details exist to indicate that the allegation is credible. This information is also available to the IFAD workforce.

12. Prevention efforts in relation to SH/SEA and other forms of harassment and discrimination are ongoing in IFAD. A practical guide for managers and supervisors on preventing and responding to workplace harassment, including SH, was released this year by ETH. The objective of the guide is to recall the obligations and responsibilities of managers and supervisors in fostering a positive working environment in their teams and to provide concrete information on prevention and early intervention identifying internal resources available to assist them in their role.

13. Recalling that prevention is an essential part of IFAD's SH/SEA strategy to combat this scourge, and although SH training is currently part of the anti-harassment training programme and also of the SH/SEA online training, ETH is developing a stand-alone mandatory SH in the workplace training module in all four official languages of the Fund. It is expected that this dedicated online training will be fully integrated into the current mandatory ethics training programme.

14. Further to Management's commitment to improving the workplace culture, a survey was launched in April 2021 to prioritize a set of actions to respond to both new emerging and unaddressed concerns. As a result, the outcome of this survey provides a clear and representative indication of where IFAD colleagues stand on

workplace culture. This has enabled Management to develop a holistic plan of concrete and time-bound actions that the President and Management committed to in order to respond to the concerns raised in the 2019 workplace culture and staff engagement survey issued in February 2020. More than 700 responses were received, of which around 25 per cent of respondents were from the field.

15. The immediate focus by Management has been on: (i) devising detailed implementation plans and milestones for 15 actions prioritized by staff to address workplace culture issues; and (ii) identifying additional actions to address feedback provided on the implementation status of the action plan resulting from the previous Global Staff Survey. The actions focus on addressing issues in workload/work-life balance, empowerment, career development and trust in leadership.

B. Mainstreaming SH and SEA in IFAD's operations

16. Since the adoption of the SH/SEA policy in April 2018, IFAD through ETH has provided SH/SEA training courses to thousands of implementing partners during the start-up of projects funded by IFAD or other similar events through classroom set-ups using virtual platforms. In 2021, SH/SEA training was provided through virtual platforms at several start-up workshops and other events in countries such as Angola, Djibouti, Dominican Republic, the Gambia, Honduras, Mauritania, Republic of Moldova, Peru and Turkey, as well as a financial workshop for countries in the Near East, North Africa, Europe and Central Asia (NEN) region.

17. In line with the matrix of commitments included in the Report of the Consultation on the Twelfth Replenishment of IFAD's Resources,[4] IFAD is committed to scale up this practice for new projects. To this end, ETH is developing SH/SEA webinar training for implementing partners, project staff and other government officials in IFAD's four official languages. The webinars are to be systematically included as part of start-up workshops for new projects funded by IFAD.

18. As well, ETH recently released a short best practices guide for borrowers and recipients of IFAD funding on IFAD SH/SEA policy to enhance their understanding of the requirements of the policy.[5] The guide provides information on the policies, mechanisms and obligations that directly affect staff, consultants and partners of IFAD-funded operations and activities. In particular, the guide explains how the SH/SEA policy is fully embedded in the General Conditions for Agricultural Development Financing, the Project Procurement Guidelines and IFAD's project implementation guidelines. Furthermore, it clearly delineates the obligations for borrowers and recipients to promptly inform IFAD of the existence of an allegation received or suspected case, take timely and appropriate action and inform IFAD of the outcome of actions taken with respect to SH/SEA allegations received in connection with an IFAD-funded operation or activity.

19. In line with the updated Social, Environmental and Climate Assessment Procedures (SECAP), the online screening tool identifies gender-based violence including SH/SEA risks at both project concept and design stages and ensures appropriate mitigation measures are integrated into the final project design. SH/SEA risk mitigation is a shared responsibility with governments and other partners in IFAD-funded operations.

C. Collaboration and partnerships

20. Collaboration and knowledge-sharing with the United Nations system, including the Rome-based agencies and the network of international financial institutions (IFIs), have taken place continuously through IFAD's participation in the United Nations SEA working group under the leadership of the Office of the Special Coordinator on

---

[4] GC 44/L.6/Rev.1, annex I.
[5] IFAD Policy to Preventing and Responding to Sexual Harassment, Sexual Exploitation and Abuse – Guide for Borrowers/Recipients of IFAD Funding: https://www.ifad.org/en/document-detail/asset/42415812.

improving the United Nations response to SEA and the Inter-Agency Standing Committee (IASC) Results Group 2 on Accountability and Inclusion. IFAD also participates in the United Nations System Chief Executives Board for Coordination (CEB) Task Force on Addressing Sexual Harassment.

21. SH/SEA initiatives being discussed among organizations include the harmonization and use of digitalized e-reporting forms across the United Nations system, ways to support government partners in developing efficient in-country SEA reporting channels and the development of a common understanding of a victim-centred approach.

III. Conclusion

22. The pandemic deepened existing inequalities, raised the risk of SH/SEA for those in situations of vulnerability and affected the ability of organizations to be physically present in the field and engage with partners and beneficiaries. It also compelled organizations to quickly adapt and strengthen prevention measures and reporting mechanisms.

23. In that regard, IFAD has expanded its SH/SEA awareness-raising programme in the field with government and other implementing partners to ensure that they have the necessary tools to fully understand their obligations and responsibilities with respect to prevention and response to SH/SEA. Developing a SH/SEA webinar, and creating a guide for borrowers and recipients of IFAD funding referencing QR codes to facilitate access to IFAD public documents, are examples of concrete and innovative actions taken to promote the SH/SEA no-tolerance stance in IFAD-funded operations.

24. The further decentralization of IFAD's operations is an opportunity for the expansion of the SEA focal points programme. The programme ensures the presence of a trained IFAD SEA focal point able to collaborate with local authorities on SEA, liaise with United Nations SEA in-country networks and other local partners and serve as a SEA reporting channel.

25. These initiatives show the sustained efforts made by IFAD to put prevention at the forefront in its efforts against SH/SEA. Combating SH/SEA and adopting response mechanisms consistent with a victim-centred approach is a long-term commitment that requires unwavering focus and constant collaboration by all actors at all levels, including the United Nations system, IFIs and government partners.

2020-2021 Action Plan – IFAD's Policy to Preventing and Responding to Sexual Harassment (SH) and Sexual Exploitation and Abuse (SEA)

	Actions	Status	*Planned actions (2020-2021)*
Strategic area I: Preventing SH and SEA			
NEW. IFAD Policy on Preventing and Responding to SH and SEA	Update the policy with the recent amendments to the General Conditions for Agricultural Development Financing and Project Procurement Guidelines.	Ongoing	
SH and SEA training and awareness-raising	Monitor staff compliance with SEA online training course and roll out mandatory refresher training programme.	Continuous	Continuous
	Strengthen further SH online training course modules and roll out mandatory refresher training programme.	Ongoing	2021
	Conclude pilot with WCA on SEA training in project start-up workshops and take stock of lessons learned and challenges for adjustments as required.	Completed	
	NEW. Deploy SEA training in all languages for start-up workshops in all divisions (LAC, NEN, ESA and WCA). • 29 April 2020 – start-up – Burkina Faso • 6 May 2020 – start-up – Sierra Leone • 18 June 2020 – start-up – Senegal • 10 July 2020 – start-up – Sao Tome and Principe • 3 August 2020 – start-up - Paraguay • 13 August 2020 start-up – Gabon • 23 September 2020 – start-up – Cameroon • 6 October 2020 – start-up - Niger • Planned 2021 – start-up – Tunisia • 23 November/11 December 2020 – start-up – Niger • 2 December 2020 – start-up – Mozambique • 9 February 2021 – post start-up – Peru • 10 February 2021 – start-up – The Gambia • 23 March 2021 – start-up – Moldova • 24-26 March 2021 – start-up – Morocco • 7-9 April 2021 – start-up – Turkey • 9 Feb 2021– start-up Peru • **10 Feb – start-up – The Gambia** • **23 March –start-up – Moldova** • **7 April – start-up – Angola** • **23 April – start-up – Mauritania** • **16 June – start-up – Djibouti** • **30 June – start-up – Dominican Republic**	Ongoing	2020-2021

	Actions	*Status*	*Planned actions (2020-2021)*
	• **6 July – start-up – The Gambia** • **22 July – start-up – Honduras**		
	Deliver SH/SEA training in classroom settings and/or by videoconference through, inter alia, the Operations Academy, regional events, workshops and corporate induction seminars. SH/SEA training events in classroom setting with staff and implementing partners: • 3 February 2020 – start-up workshop – Togo (videoconference) • 3 March 2020 – FMD workshop – Senegal (videoconference) • 6 April 2020 – procurement workshop – Cameroon • 20 April 2020 – procurement workshop – Cameroon • 1 September 2020 – procurement workshop – Morocco • 15 September 2020 – financial management workshop – Niger • 29 September 2020 – procurement workshop – Morocco • 14 October 2020 – financial management workshop – all WCA programmes and projects • November 2020 – Operations Academy (LAC) • 2 December 2020 – country programme workshop – Vietnam • 9 December 2020 – project staff meeting – Colombia • **9 April – Turkey (refresher) – 42 attendees** • **21 June – NEN financial management consultants – training – 30 attendees**	Continuous	Continuous
	NEW. Include mandatory SH/SEA training in the automated consultant onboarding processes.	Completed	
	Monitor consultant compliance with SH/SEA online training.	Continuous	Continuous
Revision of procedures on SH	Review SH procedures/employment contracts and align with the United Nations SH model policy as appropriate.	Ongoing	2020-2021
NEW. Managers and supervisors SH/SEA toolkit	Develop toolkit for managers and supervisors on addressing staff workplace concerns with a focus on SH/SEA. • Listen Up & Support Tips reference guide for managers/supervisors issued by ETH in March 2020. • Managers' guide on how to handle workplace harassment including SH, abuse of authority and discrimination.	Completed **Completed**	**Completed**
Enterprise risk management	Contribute to the Corporate Risk Dashboard on unsatisfactory conduct and misconduct-related risks, including SH and SEA, and contribute to the development of mitigation strategies.	Continuous	Continuous
NEW. Workplace culture and staff engagement survey (2019)	Review results of survey and develop action plan to address any areas of concern and/or need for improvement together with Management.	Ongoing	2020-2021
SH/SEA communication	*NEW.* Develop short video concept on IFAD's efforts to prevent and respond to SEA in the field.	Ongoing	2021

	Actions	Status	Planned actions (2020-2021)
	Ongoing internal communications and updates on SH/SEA.	Continuous	Continuous

Strategic area II: Responding to SH and SEA

Reporting and complaint mechanisms	Review and further strengthen reporting and complaint mechanisms aligned with best practices.	Ongoing	2020-2021
NEW. Prompt reporting of credible SH/SEA allegations to IFAD Member States	Explore a confidential and secure system of continuous reporting of credible SH and SEA allegations to IFAD Member States.	Completed	
SEA focal points	*NEW.* Deploy confidential platform (Ethics Community Tool) managed by ETH to allow SEA focal points to connect with each other and with ETH to exchange knowledge and best practices.	Completed	
	NEW. Organize global SEA focal points event to discuss and share knowledge and experiences.		2021
	NEW. Develop SEA focal point action plan for the implementation of awareness-raising activities in the field.	Completed	
	NEW. Expansion of the SEA focal point programme in all ICOs.		2021
	Manage SEA focal points programme.	Continuous	Continuous
NEW. SEA victim and affected persons support mechanism	Explore mechanisms in place in various locations — including at government and other stakeholder/partner levels — for SEA victims and affected persons.	Ongoing	2021
	Strengthen IFAD's approach to supporting SEA victims and affected persons in the field, which may involve collaboration agreements with governments, United Nations entities and other stakeholders.	Continuous	2021

Strategic area III: Mainstreaming SH and SEA in IFAD's operations and funded activities

SH and SEA in operations	Finalize SECAP to include risk assessment in projects and country strategic opportunities programmes.	Completed	
	NEW. SECAP online screening tool includes gender-based violence (GBV) and SEA risks.	**Completed**	
	NEW. SECAP procurement integration tool includes GBV and SEA risk.	**Completed**	
	NEW. Review project implementation manuals to align with SH/SEA policy.	Completed	
	NEW. Revise standard letter to the borrower to include references to SH/SEA policy.	Completed	

Strategic area IV: Coordination and cooperation

Engagement with Ethics Network (United Nations and IFIs) and RBAs	Participate in regular meetings of the Ethics Network of Multilateral Organizations (United Nations and IFIs) and RBAs.	Continuous	Continuous
Inter-Agency Standing Committee Task Team on Accountability and Inclusion	Participate in meetings of the Task Team on Accountability and Inclusion to discuss best practices in SEA awareness-raising and protection strategies for local beneficiary populations.	Continuous	Continuous

	Actions	Status	Planned actions (2020-2021)
	NEW. Follow-up with IASC/United Nations efforts on PSEA during COVID-19 response and foster collaboration in the field.		
CEB SH task force/UN SEA working group	Participate in meetings of the CEB task force on addressing Sexual Harassment within the organizations of the United Nations System and meetings of the SEA working group. - Participation in the CEB SH task force conference call, 24 February 2020 - Participation in the CEB SH task force conference call, 15 July 2020 - Participation in the CEB SH task force conference call, 28 September 2020 - Participation in the SEA working group conference call, 29 September 2020 - Participation in the SEA working group conference call, 13 October 2020 - Participation in the SEA working group conference call, 27 October 2020 - Participation in the SEA working group conference call, 8 December 2020 - Participation in the SEA working group conference call, 12 and 19 January 2021 - Participation in the CEB SH task force conference call, 26 January 2021 - Participation in the CEB SH task force conference call, 8 and 10 February 2021 - Participation in the SEA working group conference call, 16 February 2021 - Participation in the SEA working group conference call, 2 March 2021 - Participation in the CEB SH task force conference call, 4 March 2021 - Participation in the CEB SH task force conference call, 9 March 2021 - Participation in the SEA working group conference call 9 March 2021 - **Participation in the SEA working group conference call 16 March 2021** - **Participation in the CEB SH task force conference call 18 March 2021** - **Participation in the SEA working group conference call 13 April 2021** - **Participation in the SEA working group conference call 20 April 2021** - **Participation in the SEA working group conference call 11 May 2021** - **Participation in the SEA working group conference call 18 May 2021** - **Participation in the SEA working group conference call 25 May 2021** - **Participation in the SEA working group conference call 8 June 2021** - **Participation in the SEA working group conference call on 22 June 2021** - **Participation in the CEB SH task force sub-group conference call on 28 June 2021** - **Participation in the CEB SH task force conference call on 29 June 2021** - **Participation in the SEA working group conference call on 29 June 2021**	Continuous	Continuous
NEW. Linkages with stakeholders in the field	Liaise with stakeholders in field locations (the United Nations, IFIs, governments and others) for closer SH/SEA coordination, knowledge-sharing and collaboration (including resident coordinators and local SEA networks, as appropriate). - Participation in an IFIs SEA/SH workshop hosted by the World Bank, 18 November 2020 - Participation in the IFIs SEA/SH working group hosted by the World Bank, 27 January 2021 - Participation in the OECD DAC conference, 2 February 2021 - Participation in the IASC Result Group 2 on Accountability and Inclusion, 11 February 2021 - Participation in the IFIs SEA/SH meeting hosted by the World Bank, 23 February 2021	Ongoing	2020-2021

	Actions	Status	Planned actions (2020-2021)
	- **Participation in the IASC Result Group 2 conference call 4 May 2021** - **Participation in the SEA/SH IFIs working group hosted by the World Bank on 26 May 2021** - **Participation in the IFIs SEA working group conference on survivor-centred grievance mechanisms responses hosted by the World Bank on 1 June 2021** - **Participation in the IASC Result Group 2 conference call on 17 June 2021**		
NEW. Strengthen SEA collaboration through hosting and service-level agreements	Explore the possibility of including specific SEA collaboration in agreements and contracts entered into by IFAD and hosting agencies and partners in field duty stations.	Ongoing	2020-2021

2018-2019 Action Plan – IFAD's response to the Secretary-General's strategy to improve the United Nations response to sexual exploitation and abuse

	Actions	Status	Planned actions (2019)
Strategic area I: Preventing SH and SEA			
IFAD Policy on Preventing and Responding to SH and SEA	Drafting and release of the policy on SH/SEA.	Completed	
	Translation of the SH/SEA policy into the Fund's four languages and public disclosure on the IFAD intranet and website.	Completed	
SEA online training	Develop an IFAD-specific mandatory online training course in Arabic, English, French and Spanish.	Completed	
	Roll out the online SEA training.	Completed	Continue monitoring compliance
SH and SEA classroom training and awareness-raising sessions	Training delivered by ETH in classroom settings through the Operations Academy, regional events and workshops. 10/04/2018 – WCA Regional Forum in Mauritania 24-25/04/2018 – Operations Academy (headquarters) 4/07/2018 – Operations Academy (headquarters) 22/10/2018 – FMD Workshop in Indonesia 24/10/2018 – APR Operations Academy in Indonesia 14/11/2018 – NEN Regional event in Morocco 23/1/2019 – ESA Operations Academy in Nairobi 18/3/2019 – LAC Operations Academy in Panama 24/6/2019 – WCA event in Senegal 28/6/2019 – SH/SEA campaign in HQ and ICOs/hubs 18/7/2019 – SH/SEA campaign dedicated session with four ICOs/hubs in LAC region (Brazil, Guatemala, Panama, Peru) 09/07/2019 – OPR/WCA, Abidjan, Côte d'Ivoire, project procurement training (videoconference) 04/09/2019 – Training to OPR staff on procurement related to SH/SEA (videoconference) 09/09/2019 – WCA workshop, Yaoundé, Cameroon, project procurement training (videoconference) 16/09/2019 – WCA workshop, Accra, Ghana, project procurement training (videoconference) 23/09/2019 – FMD workshop, Nairobi, Kenya, project procurement training (videoconference) 16/09/2019 – WCA workshop, Accra, Ghana, project procurement training (videoconference) 23/09/2019 – FMD workshop, Nairobi, Kenya, project procurement training (videoconference) 07/10/2019 and 24/10/2019 – SEA focal point training (in person and videoconference) 19/11/ 2019 – LAC Panama, ICO staff on SH and SEA (videoconference) 22/11/2019 – LAC Peru, ICO staff on SH/SEA (videoconference) 26/11/2019 – LAC Brazil, ICO staff on SH/SEA (videoconference)	Completed	Operations Academy in other regions – Completed

	Actions	Status	Planned actions (2019)
	28/11/2019 – Corporate induction workshop, IFAD HQ 04/12/2019 – APR procurement workshop, China (videoconference) 11/12/2019 – APR procurement workshop, India (videoconference) 16/12/2019 – ESA procurement workshop, South Africa (videoconference) 18/12/2019 – NEN procurement framework workshop (videoconference)		
Anti-harassment online training course	Revise the current anti-harassment mandatory training to include specific references to SH and SEA.	Completed	
Background checks	Update personal history forms to include questions on SH and SEA.	Completed	
	Introduce provisions on the human resources framework to withdraw offers of appointment or terminate appointments and other contracts in the presence of evidence of SH or SEA.		
	Explore the possibility of joining the United Nations common database project designed to maintain a record of individuals found to have engaged in SH.	Completed	
Appointment letters and contract templates	Introduce a reference to IFAD's no-tolerance policy on SH and SEA in appointment letters and contract templates.	Completed	
Code of Conduct annual declaration form	Include a reference to SH and SEA in the annual declaration.	Completed	
General terms and conditions for procurement of goods and services	Include references to SH and SEA in commercial contracts (headquarters) in addition to the current references of the United Nations Supplier Code of Conduct.	Completed	
	Include obligations for commercial vendors to adopt background checks and disclosure requirements regarding criminal convictions, disciplinary measures, sanctions and investigations related to SH and SEA.	Completed	
Corporate risk register	Include reputational conduct-related risks such as SH and SEA in the corporate risk register to identify, monitor and prevent such risks.	Completed	
SH/SEA staff survey	Include SH and SEA questions in the Global Staff Survey to be launched in mid-November 2018.	Completed	
Strategic area II: Responding to SH and SEA			
Disciplinary framework	Identify SH and SEA as serious misconduct that may constitute grounds for summary dismissal, termination and debarment for non-staff.	Completed	
Reporting and complaint mechanisms	Clarify in relevant procedures that complaints about SH and SEA can be filed anonymously.	Completed	
	Remove one-year limitation for reporting SH and SEA.	Completed	
	Ensure that dedicated AUO and ETH reporting channels are accessible via IFAD's intranet and website.	Completed	
	Publicly disclose on IFAD's website the SH/SEA policy, Code of Conduct and procedures on whistle-blowing protection against retaliation.	Completed	
SEA focal points	Identify SEA focal points within ICOs and hubs.	Completed	
	Develop and administer a specific training programme for SEA focal points to receive allegations of SEA in ICOs and hubs.	Completed	

	Actions	Status	Planned actions (2019)
	16/07/2019 – India, Viet Nam 13/08/2019 – Brazil, Panama, Peru 21/08/2019 – Bangladesh, China, Ethiopia, South Africa 19/09/2019 – Democratic Republic of the Congo, Egypt, Sudan 01/10/2019 – Indonesia 10/10/2019 – Côte d'Ivoire, Kenya, Nigeria, Senegal		
Investigation	Give SH and SEA high priority for investigation.	Completed	
	SEA investigation training for AUO investigators.	Completed	
Strategic area III: Mainstreaming SH and SEA in IFAD's operations and funded activities			
SH and SEA risk assessment in operations	Include SH and SEA risk assessment in project design and implementation, and indicators in supervision missions.	Completed	
Project procurement guidelines	Include a reference to SH and SEA in the project procurement guidelines.	Completed	
General Conditions for Agricultural Development Financing (loans/grants)	Propose amendments to the Executive Board in December 2018 to include obligations to report SH and SEA, and associated measures.	Completed	
Strategic area IV: Coordination and cooperation			
Engagement with Ethics Network (United Nations and IFIs) and RBAs	Participate in regular meetings of the Ethics Network of Multilateral Organizations (United Nations and IFIs) and RBAs.	Continuous	
	Explore the possibility of joining the WFP joint Member State/Management Committee to review and discuss best practices in addressing forms of harassment, including SH, sexual exploitation and abuse.	Completed	
Inter-Agency Standing Committee Task Team on Accountability to Affected Populations and Protection from Sexual Exploitation and Abuse	Participate in meetings of the Task Team on Accountability to Affected Populations and Protection from Sexual Exploitation and Abuse to discuss best practices in SEA awareness-raising and protection strategies for local beneficiary populations.	Continuous	
CEB SH Task Force	Participate in meetings of the CEB SH Task Force and explore the possibility of: joining the United Nations system-wide efforts to harmonize best practices for effective SH background checks; introducing a uniform definition of SH among United Nations organizations; and developing a model SH policy that organizations can use to align their own specific institutional and legal frameworks.	Ongoing	