

Meeting Minutes

PSEA Network Meeting

Date: 2 August 2023

Location: Online Platform (Microsoft Team)

Agenda:

- Welcome and Introductions
- Action Points from Previous Meeting
- PSEA Network Updates
- PSEA Reporting Template
- Preliminary Findings from the NPM Survey
- AOB

Action Points from 5 July 2023 Meeting (Monthly PSEA Network Meeting)

Action points from previous meeting	Status	Responsible
The PSEA Network will start using Online Attendance sheets for the PSEA Network Monthly meeting.	Ongoing	All Members
The Members will provide feedback on the new PSEA Webpage .	Shared the link with the Members.	All Members
PSEA Network Co-chair selection	The Selection has been completed.	PSEA Network
Preliminary Findings from the CFM survey (PSEA: Awareness of Reporting Mechanisms for Sensitive Issues in the Rohingya Camps)	The Network will share the preliminary findings on 2 August 2023.	PSEA Network
ToT on “Saying No to Sexual Misconduct” on 26-27 July 2023	Completed, Next ToT will be in August 2023	PSEA Network
PSEA Network – Biannual Report (1 January – 30 June 2023)	Template will be shared on 2 August 2023 for feedback	The Network and the Members
Sharing Good Practices by Members	Ongoing	Network Members

PSEA Network Updates

PSEA Network Co-Chair Selection

The self-nomination for the PSEA Network Co-Chair for July-December 2023 period was circulated by the PSEA Network in May 2023.

The minimum requirements for the members were:

- Being an active member of the PSEA Network since the beginning of 2022
- Being represented at least by two Focal points.
- Having an operational PSEA Policy in place.
- At least one of the Focal Points has completed the “Saying No to Sexual Misconduct” Training of Trainers.

Humanity and Inclusion (HI) and Terre des Hommes (TDH) were the final two nominees. They shared their Action plans with all the members and after that the Network shared a Polling link¹ to the Focal Points and Alternate Focal Points of the Members. Based on the Members' vote, Humanity and Inclusion (HI) was selected as the Co-Chair for July-December 2023 tenure. HI will support the Network to ensure the implementation of the Action Plan of 2023.

Co-Chair Announcement

The PSEA Network Coordinator introduced Melissa Bencik from UNICEF and Shohidul Islam from Humanity and Inclusion (HI) as the new Co-Chair for the PSEA Network. The contact details of the two Co-Chairs are as follows:

Melissa Bencik
mbencik@unicef.org
UNICEF

Shohidul Islam
msho.islam@hi.org
Humanity and Inclusion (HI)

ToT “Saying No to Sexual Misconduct” on 26-27 July 2023

The PSEA Network Coordinator, Bora Ozbek conducted the ToT on “Saying No to Sexual Misconduct” on 26 and 27 July 2023 at the ISCG conference room, Cox’s Bazar, Bangladesh. A total of 22 Participants (14 Female and 8 Male) from 19 different organizations (UN, INGO and LNGO) attended the ToT. The aim was to ensure all Humanitarian Workers are aware of their roles and responsibilities in prevention and response to Sexual Exploitation and Abuse. The PSEA Network shared the training materials with the participants and the participants will share a training action plan with the Network, so that the Network can follow up and support the members. The next ToT will be held on 29 and 30 August 2023. The August batch has already been finalized and the Network will circulate a mail to the members for the September/October 2023 batches.

JMSNA and Upcoming Inter-Agency Survey

- The Network shared that PSEA related questions have been included in the JMSNA (Joint Multi-Sector Needs Assessment). The JMSNA will be rolled out in August 2023.
- The Network also updated the members on the upcoming Inter-Agency survey on PSEA and AAP. The survey will be conducted in all 33 camps. The Survey report will be shared with the members.

PSEA SOP

The PSEA Network addressed all the feedback received from different stakeholders and Bora Ozbek, the PSEA Network Coordinator will present the SOP in the next SEG (Strategic Executive Group) meeting. After the finalization, the SOP will be shared with all the members. The Network will also provide special orientation on the SOP to the PSEA Focal Points. The new SOP will cover all the Humanitarian Workers including the Volunteers.

Field Visit

On 17 July 2023, the PSEA Network Coordinator and the PSEA Associate visited 4 camps (1E, 2W, 9 and 20 Extension) in Ukhiya that were covered by the NPM survey to understand how effectively the “Site Management” has been working to receive and refer the SEA incidents. The PSEA Network observed the good practices and discussed with the staff members of the Site management on the gaps and challenges. The visit noted that the Network needs to work on Child Friendly PSEA IEC materials and Community people awareness. The Site Management requested training on SOP, Feedback closing and requested the Network to conduct field tests before distributing any IEC materials for the community people.

¹ Online SurveyMonkey Link

PSEA Reporting Template

The Bi-Annual Reporting template (January to August 2023) was presented to the Members.

The Template has 5 Sections: A. Basic Information, B. Staff Information, C. PSEA Training (Prevention), D. Complaint Feedback Mechanism (Safe and Accessible Reporting), E. Others.

This reporting template will collect only relevant information to ensure the achievement of our collaborative activities. This template will help the Members to map the gaps, needs and way forwards. One of the objectives of this reporting template is to map the existing complaint feedback mechanisms. All of us need to ensure that the channels are available to individuals with disabilities, older persons, children, gender diverse population. At the same time, we need to ensure that 100% of the affected population have access to at least one safe and accessible channel to report SEA incidents and they reach with awareness-raising materials or session. Colleagues from BANDHU, IOM, LAW, UNESCO, UNHCR, and UNICEF provided their kind feedback on the template. The Network will address all the relevant feedback from the Members and share the revised template with the Members.

Preliminary Findings from the NPM Survey

CFM survey ([PSEA: Awareness of Reporting Mechanisms for Sensitive Issues in the Rohingya Camps](#)) is jointly conducted by IOM Needs and Population Monitoring (NPM) and PSEA Network. The survey is held to access the overall CFM standards including safety, confidentiality, transparency, and accessibility of the existing CFMs. The sample size for each survey is approximately 600/700 respondents. Until now, the NPM and the PSEA Network conducted 3 surveys. The first one was conducted from December 2021 to January 2022, the second was from August 2022 to September 2022, and the latest one was conducted in June 2023. This survey occurs every six months. The first two survey reports have been published (available on the Webpage) and the third one will be published in August/September 2023. The Network Shared the preliminary findings from the latest survey with the members.

AOB

Update from LAW (Legal Action Worldwide)

Legal Action Worldwide (LAW) introduced a handbook which is designed to provide comprehensive guidance and information on International Justice mechanism for the humanitarian actors working with Rohingya community. It breaks down the key developments so far in the ongoing international justice mechanisms focusing on crimes against the Rohingya since 2010, encompassing key messages, themes, and practical tools to support humanitarian workers in Cox's Bazar and activists in our region engaged in advocacy for the rights of the Rohingya community.

Sharing Good Practices by Members

The PSEA Network Coordinator requested the members to share their challenges and good practices on the PSEA practices of their respective organizations. From now on, 2 interested member Organizations will share their presentations in each meeting. The Network requested interested members to communicate within the next week. The Network will also reach out to the members regarding this issue.

Major Action points from the Meeting (2 August 2023):

Action Points	Responsible
PSEA Network Bi-Annual Reporting Template: The Network will address all the feedback and share the revised template with the Members. The Members have been requested to share the information by 9 August 2023	All the Network Members 9 August 2023
PSEA Focal Point Contact Details: The Network shared the Kobo link to collect the PSEA Focal Point Contact details. The Members have been requested to update it by 9 August 2023	All the Network Members 9 August 2023
Tot on "Saying No to Sexual Misconduct": The 2nd Batch of the ToT will be conducted on 29 and 30 August 2023 (2 days). The participant list has been finalized. Invitation for the next batch (September/October 2023) will be sent soon.	PSEA Network (29 and 30 August 2023)
SOP: The Network will share the revised SOP with the Network Members on September 2023	PSEA Network September 2023
NPM Survey: The Network will share the final report on September 2023	PSEA Network September 2023
Best Practice: The Network requested the members to share their best practices on PSEA with the Network Members. Interested Members are requested to contact the Network before the next Monthly Meeting.	All the Network Members Before 6 September 2023
Meeting Attendance: The Network has been collecting online meeting attendance. All the members have been requested to ensure their attendance at the meeting.	All the Network Members

The next PSEA Network Meeting will be held on Wednesday, 6 September, 2023 from 11:00 AM to 12:30 PM.