

| Meeting Details | |
|--|---|
| Date | 07 February 2024 |
| Time | 11:00 am to 12:30 pm |
| Chair | Bora Ozbek (bora@iscgcb.org) |
| Agenda | |
| <ol style="list-style-type: none"> Welcome and Introductions Action Points from the Previous Meeting PSEA Network Updates Presentation on ToRs Presentation on CAPSEAH AoB | |
| Information Collection and relevant links | |
| <ul style="list-style-type: none"> PSEA Network Website Bangladesh 2024 Action Plan to Prevent and Respond to Sexual Exploitation and Abuse Updated PSEA Focal Point Contact List Foundations of SEAH Investigations (Tier 1) Investigator Qualification Training Scheme (IQTS) Tier 2 Investigator Qualification Training Scheme (IQTS) Tier 3 The link for updating PSEA Focal Points Contact Details Common Approach to Protection from Sexual Exploitation, Abuse and Harassment (CAPSEAH) | |
| Total Participants | 87 (Online Attendance Can be accessed Here.) |

Summary of discussions and agreements/action points

| Agenda | Summary/Action Point | Responsible |
|--------------------------------------|--|--------------|
| PSEA Network Updates | <ul style="list-style-type: none"> PSEA Investigation Training (The Investigator Qualification Training Scheme): The Cox's Bazar PSEA Network shared IQTS, Tier 2 Training Opportunity information with the members. <ul style="list-style-type: none"> Registration for Tier 3 has been started. Total 5 Batches (1 batch: Feb 12- Mar 7, 2024, with 4 more batches). To attend the Tier 3 training, you must have completed and passed the Tier 2 exam. You can attend the Tier 2 course which includes the exam or register directly to take the exam here if you have already received the relevant Tier 2 content. Tier 3 Registration Link. End of Year Report: 87 Organizations shared the report. A pool of 89 PSEA trainers was created in Cox's Bazar during 2023, bringing the total number of PSEA trainers to 263. 91% of the members reported that they have direct engagement with the community, and they have complaint feedback mechanism in place. 84% of the organizations have multiple complaint feedback mechanisms | PSEA Network |

| | | |
|------------------------------------|--|------------------------------------|
| | <p>in place. The Top Five Complaint Feedback Mechanisms are: Complaint Boxes, Hotline/Mobile Numbers, In Person Staff, Email and CFRM Desk.</p> <ul style="list-style-type: none"> • PSEA Network Co-Chair: Terre des Hommes Foundation (TdH) has been elected as the Co-Chair of the PSEA Network for the next Six months (February to July 2024). Zonayed, Child Protection Coordinator and the PSEA Focal Point of TdH will represent TdH in the network. TdH will work closely with the network to strengthen the Child friendly PSEA response in Cox's Bazar. | |
| <p>Presentation on ToRs</p> | <p>The PSEA Network Coordinator Bora Ozbek shared the ToRs for the Network, Co-Chairs, and the Focal Points with the Network members.</p> <p>Cox's Bazar PSEA Network Terms of Reference</p> <ul style="list-style-type: none"> • A significant change in the ToR for the Network: If a new member joins the network without an internal PSEA policy will have to develop an internal PSEA policy within Three months after joining the network. • Co-chair organizations for CXB PSEA Network are UNICEF as the standing co-chair and one non-UN organization which will be selected for a six-month period by the Network Members. • Major Tasks <ul style="list-style-type: none"> ○ Carry out joint SEA risk assessments in Cox's Bazar as appropriate and as needed. ○ Establish and implement a measurable PSEA Network Annual Action Plan ○ Identify training needs and resources to coordinate training for all PSEA Focal Points and senior management on their specific PSEA roles and responsibilities. <p>Cox's Bazar PSEA Network ToR for the Co-Chairs</p> <ul style="list-style-type: none"> • Tasks and Responsibilities of the Co-Chair <ul style="list-style-type: none"> ○ Ensure effective coordination and collaboration among members & stakeholders. ○ Establish an effective PSEA action plan to be implemented by all actors engaged in the humanitarian response. ○ Coordinate with GBV and CP Sub-sector/cluster to ensure the GBV and CP referral pathways are known and accessible for all. ○ Co-facilitate training provided by the Network. ○ Identifying SEA risks and proposing mitigation measures. | <p>PSEA Network Members</p> |

| | | |
|--|---|----------------------------|
| | <p>ToR for the PSEA Focal Points</p> <ul style="list-style-type: none"> • Key Responsibilities <ul style="list-style-type: none"> ○ Engagement with and support of the affected population ○ Support the Head of Office to develop and monitor an Action plan to mainstream PSEA in organization. ○ Ensure assistance provided to victims shall adhere to the principle of “do no harm” and be provided in a manner which seeks to uphold their rights, dignity, and well-being. ○ Support the Head of Office to establish and/or strengthen complaint handling and investigation protocols. ○ Collect and analyze information on SEA risk factors (via internal programming) and country-wide trends (via the Network) and make recommendations to senior management on how to enhance prevention strategies. ○ Share regular updates of anonymized, aggregate SEA allegations with the PSEA Network to support trends analysis, unless this would jeopardize the rights of the victim or the investigation process. ✓ Bora Ozbek requested the members to provide their feedback latest by CoB 11 February 2024. All the feedback will be incorporated, and the ToRs will be endorsed by the ROCT and the Principal Coordinator of ISCG. Endorsed ToR will be shared with all Network members in March 2024. ✓ The Network requested the PSEA Focal Points to share the ToRs with their respective senior management. | |
| <p>Presentation on CAPSEAH</p> | <p>Shaun Collins, Education Adviser and one of the Safeguarding Focal Person of FCDO shared a presentation with the Network members on CAPSEAH.</p> <ul style="list-style-type: none"> • CAPSEAH is a short document and online tool which brings together actions from existing practice, policies, and standards into a simple guide for everyone involved in humanitarian, development, and peacekeeping work. • It sets out 6 common PSEAH Principles and minimum actions for PSEAH across 6 themes (standards, leadership, communication, prevention, response, monitoring). • CAPSEAH is available to view online at capseah.safeguardingsupporthub.org | |
| <p>AoB (Any other business)</p> | <ul style="list-style-type: none"> ✓ The PSEA network shared that the SOP will be revised and there will be a specific referral pathway if the alleged perpetrator is a government staff. ✓ <i>The location and date of the next PSEA Network Meeting will be communicated latest by the end of February 2024.</i> | <p>PSEA Network</p> |