
Cox's Bazar Network on Protection from Sexual Exploitation and Abuse

Terms of Reference for the Co-Chairs

March 2024

Background

[The Cox's Bazar Protection from Sexual Exploitation and Abuse \(PSEA\) Network](#) (hereinafter called "the network") functions under the auspice of the Resident Coordinator (RC) to implement the global commitments on PSEA, including the Secretary-General's Bulletin¹ (2003). At Cox's Bazar level, the Protection from Sexual Exploitation and Abuse (PSEA) network was established in October 2017 following the largest scale influx of Rohingya refugees in August 2017. The UN Resident Coordinator's responsibility on PSEA in Cox's Bazar is operationalized daily through the ISCG Principal Coordinator, and the PSEA Network Coordinator who is leading the efforts to eradicate SEA in the humanitarian response.

The PSEA Network of Cox's Bazar is chaired by the PSEA Network Coordinator with two Co-Chairs. UNICEF is the permanent Co-Chair of the Network, while the other Co-Chair organization is to be elected² bi-annually by the Network members.

The Co-Chair representatives will take an active role at the network level in convening and managing network meetings and events and help coordinate and oversee the PSEA Network Action Plan. At the senior level, the Co-Chair representatives will ensure that PSEA is addressed as needed at coordination meetings. The Co-Chairs will represent the PSEA Network in coordination with the relevant coordination bodies and advise actors in the response on good practice to support effective PSEA implementation. The Co-Chair representatives will be responsible for reporting on network activities and progress against PSEA Network Action Plan indicators and must represent the interest of the PSEA Network as a whole and not of the individual organization; further, the Co-Chairs must abide by the terms of this ToR.

Objective

The primary objective of the PSEA Network Co-Chairs is to support the provision of leadership and strategic guidance to the Network. The Co-Chairs will work closely with the Network coordinator and lead the implementation of the PSEA joint actions in Cox's Bazar during the Network coordinator's absence.

Meetings

The PSEA Co-Chairs will conduct meetings with the PSEA Network Coordinator on the first Monday of each month, prior to the PSEA Network Monthly Meeting. Additional ad-hoc meetings may be requested by any of the Co-Chairs. The notes of each meeting are to be stored in the SharePoint folder available to the Co-Chairs and the PSEA Network Coordinator. To provide a supporting environment to discuss potentially sensitive challenges in PSEA, any information shared during meetings will be kept confidential on request, following a victim-centered approach. As a general matter, the meetings should refrain from discussing individual cases; any reference to SEA allegations or cases during meetings will be anonymized.

¹ [Secretary-General's Bulletin: Special measures for protection from sexual exploitation and sexual abuse](#)

² Please see Annex 1, page 3

Tasks and Responsibilities of the Co-Chairs

The network will be Co-Chaired by UNICEF and one non-UN organization selected by the PSEA Network Members. Responsibility for PSEA activities will be divided equally amongst network members, which the co-chairs will support the management and coordination by³:

- Ensuring effective coordination and collaboration among members & stakeholders.
- Establishing an effective PSEA action plan to be implemented by all actors engaged in the humanitarian response.
- Ensuring a dedicated PSEA Focal Point is committed from each agency/organization.
- Coordinating with GBV and CP Sub-sector/cluster to ensure the GBV and CP referral pathways are known and accessible for all.
- Co-facilitating training.
- Holding regular meetings of the CXB PSEA Network on the first Wednesday of every month, with ad hoc meetings, as necessary.
- Identifying SEA risks and proposing mitigation measures.

These Terms of Reference were endorsed in January 2024 and shall be reviewed and revised as appropriate.

³ Please refer to the [PSEA Network ToR](#) for specific tasks and responsibilities.

Annex 1

Election Methodology

The Network already has UNICEF as one of the permanent Co-Chairs. To enhance the technical and coordination support, the Network members will select one more Co-Chair among the members for a duration of 6 months. Once an organization is selected to serve as the Co-Chair of the Network, the organization must represent the interest of the PSEA Network as a whole and not of the individual organization.

Prerequisites for the Elected Co-chair

- a) Agency/Organization is committed to allocating staff members with sufficient time for the co-chair position.
- b) Agency or Organization currently an active member of the PSEA Network.
- c) Agency/Organization has an operational PSEA Policy in place.
- d) The Agency/Organization with 2 Focal Points in the Network.
- e) At least one of the PSEA Focal Points received 'Training of Trainers' from the PSEA Network.

