

Meeting Details	
Date	4 th June, 2025
Time	11:00 am to 12:30 pm (Bangladesh Time)
Chair	Rajib Rahman (rajib@iscgcb.org), CXB PSEA Network Coordinator (a.i.)
Minutes Prepared by	DRC (PSEA Champion)
Agenda	
<ul style="list-style-type: none"> Welcome and Introductions PSEA Network Updates One-Pager for Casual Laborers Inter-Agency Referral of Complaints AoB 	
Information Collection and relevant links	
<ul style="list-style-type: none"> Bangladesh 2025 Action Plan to Prevent and Respond to Sexual Exploitation and Abuse Terms of Reference for PSEA Network Bangladesh 2025 Terms of Reference for Cox's Bazar PSEA Network Co-Chair 2024 Terms of Reference for Cox's Bazar PSEA Focal Points 2024 Terms of Reference for Cluster/Sector PSEA Focal Point 2025 CHS Alliance SEAH Investigation Guide (Bengali Translated Version) 2025 PSEA Network Website Updated PSEA Focal Point Contact List Network Members' Participation Tracker (Live Updates) 2025 	
Total Participants	86 Organizations

Summary of discussions and agreements/action points

Agenda	Summary/Action Point	Responsible
1. PSEA Network Updates	<ul style="list-style-type: none"> The IASC PSEA Mapping Exercise has been completed, with participation from 97 members. The results will be reflected in the IASC Global PSEA Dashboard. A PSEA Refresher Training for Sector and Sub-Sector PSEA Focal Points was conducted on 28 May 2025. A meeting with the HR Task Team was held on 3 June 2025 to discuss the development of a Safe Recruitment Guideline for volunteers. The task team will review the current volunteer recruitment practices of task team member organizations, and based on this review, will develop the guideline to ensure safer recruitment processes. 	PSEA Network

	<ul style="list-style-type: none"> The translation of the Volunteer Training Package is currently in progress, with contributions from BLAST, BRAC, Concern, Green the Environment, Islamic Relief, Plan, RTMI, and World Vision. Once the translation is complete, the materials will be shared with all members. All feedback received from members and stakeholders has been incorporated into the Interagency SEA Risk Assessment Report, which will be disseminated in June 2025. ActionAid Bangladesh, under the PSEA Legal Task Team, is leading efforts to explore the legal dimensions of establishing a Local Background Check system. Once the Legal Task Team completes its review, the proposed framework will be presented at the upcoming meeting for endorsement by the members. 	
2. One-Pager for Casual Laborers	<p>The PSEA CWC Task Team, with active support from Tdh as one of its members, developed a draft one-pager to provide PSEA briefing to casual laborers during onboarding. During the May 2025 meeting, members identified a gap in orientation for casual laborers due to the nature of their contract modality.</p> <p>In response, Tdh contributed to drafting the one-pager to help address this gap. During the meeting, members reviewed the draft and provided feedback. These inputs will be incorporated, and the final version will be shared with all members once finalized in July.</p> <ul style="list-style-type: none"> ✓ Finalize and share the one-pager for casual laborers with members in July, incorporating feedback received during the May 2025 meeting. 	Tdh PSEA Network Coordinator
3. Inter-Agency Referral of Complaints	<p><u>The Standard Operating Procedure for SEA Complaint Referral in the Rohingya Refugee Response, Version 3 (Bangladesh)</u> outlines that if a PSEA Focal Point from one organization receives a complaint concerning a staff member from another organization, the complaint should be forwarded to the PSEA Focal Point of the concerned organization. If the concerned organization cannot be identified or the PSEA Focal Point is unknown, the complaint must be reported to the PSEA Network Coordinator, who will then direct it to the appropriate focal point (as stated on page 6).</p> <p>However, challenges have been observed in the implementation of this process. These include a lack of acknowledgment from receiving organizations after referrals are made, and instances where victims return for follow-up but no updates are available due to the absence of feedback from the referred organizations.</p> <ul style="list-style-type: none"> ✓ To address this issue, the PSEA Network Coordinator has requested that members include the Network Coordinator in all case referrals to other organizations. This measure is intended to enhance accountability and ensure proper follow-up. This requirement will also be reflected in the upcoming revised version of the SOP. 	PSEA Network Task Team and members
AoB (Any other business)	<i>The Next PSEA Network Meeting- TBC</i>	PSEA Network