

## Briefing Note on:

# SAFE WORK RULES FOR DAY LABOURERS: NO SEXUAL EXPLOITATION, ABUSE AND HARASSMENT. RESPECT FOR ALL.

## INTRODUCTION

The Bangladesh PSEA Network emphasizes the importance of maintaining a safe, respectful, and abuse-free environment in all humanitarian and development work settings, including short-term labour engagements. This document outlines the minimum expected behaviours and prohibited actions for all day labourers working across Bangladesh in humanitarian and development work settings, including refugee camps. These standards are designed to uphold the dignity, safety, and well-being of all individuals, especially women, children, and vulnerable groups.

## APPLICABILITY

These rules apply to all day labourers, regardless of their contract duration, location or role, and to any individual granted access to humanitarian or development work environments through official engagement. These standards must be followed at all times, both during work and in community settings.

## RESPONSIBILITY

The Bangladesh PSEA Network calls on contractors, site managers, partner organizations, and team leads to ensure that these standards are clearly communicated, understood, and upheld by every day labourer. Creating a respectful and abuse-free workplace is a shared responsibility.

## DEFINITIONS OF THE KEY TERMS

Term	Definition	Who it involves
<b>Sexual Exploitation</b>	Demanding sexual favors in exchange for aid, work, or money.	Workers ↔ Beneficiaries
<b>Sexual Abuse</b>	Unwanted or forced sexual acts, including touching, threats, or harassment.	Workers ↔ Beneficiaries
<b>Sexual Harassment</b>	Unwelcome sexual behavior or advances creating a hostile work environment.	Among workers/colleagues
<b>Victim</b>	A person who experiences SEAH; their safety and privacy are prioritized.	N/A

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### MINIMUM STANDARDS

To create a safe, respectful, and professional working environment, the following minimum standards of behavior apply to all day labourers. These standards outline clear expectations for appropriate conduct and help prevent unacceptable behavior in the workplace. All day labourers working with (*Name of the Organization*) are expected to consistently follow these Dos and Don'ts throughout the duration of their engagement. Adhering to these standards is essential to maintaining a positive and productive environment for everyone involved.

#### Dos

- ✓ **Treat everyone with respect:** no matter their age, gender, or background.
- ✓ **Protect community members,** especially women, adolescent girls, children, and people with disabilities.
- ✓ **Report any abuse or bad behaviour to your supervisor or PSEA focal point. Keep all information confidential.**
- ✓ **Follow the rules:** you represent your organization.
- ✓ **Maintain confidentiality:** Keep private information about others (e.g., health, family, personal issues) confidential.

#### Don'ts

- ⊘ **Don't ask for or accept sex, gifts, money, or favors** from community members in exchange for help, services, or opportunities.
- ⊘ **Don't hire/bribe anyone for sex.**
- ⊘ **Don't harass, abuse, threaten, or exploit anyone.**
- ⊘ **Don't use your job or position** to start a sexual or romantic relationship with anyone in the community: this is an abuse of power and not allowed.
- ⊘ **Don't have a romantic or sexual relationship with anyone under 18:** this is abuse and against the law.
- ⊘ **Don't ignore reporting-** staying silent can harm others.
- ⊘ **No sexual touching, asking for sex, or making rude jokes, sounds, or gestures.** These are never allowed and will not be tolerated.
- ⊘ **Don't ask for someone's personal phone number or contact them in ways that make them feel uncomfortable.**
- ⊘ **Don't take photos or videos of people without their permission.**
- ⊘ **Don't make jokes or comments about someone's body or gender.**

## Why This Matters

We all deserve to work in a place that is safe, respectful, and free from harm. These simple rules help protect you, your co-workers, and the community.

## Who Should Follow These Rules?

Everyone working as a day labourer in camps or anywhere in Bangladesh in humanitarian or development settings. These rules apply on the job and outside of work too.

## Who Is Responsible?

- **You** - follow the rules and speak up if something feels wrong.
- **Supervisors & Contractors** - must explain these rules and make sure everyone follows them.
- **Everyone** - has a role in keeping the workplace safe and reporting any violation to these rules.


## Consequences

Any violation of this Code may result in dismissal from work, legal consequences, or referral to relevant authorities.

## Consent for Information Sharing

If I am dismissed due to a violation of these standards, I consent to the organization sharing relevant information about my conduct with relevant external entities, in line with applicable policies and procedures.

### To Report a Concern

 Call:

 Email:

Or speak to the PSEA Focal Point, your supervisor, or reach out to your nearest Complaint Feedback Mechanism (CFM) channels in your camp/locality. **You can also report directly to the PSEA Network by emailing: [pseabangladesh@un.org](mailto:pseabangladesh@un.org)**

## Acknowledgement and Signature

I have read and understood the Safe Work Rules for Day Labourers. I agree to follow these rules during my engagement.

Name of Labourer: \_\_\_\_\_

Date: \_\_\_\_\_

Signature /Thumbprint: \_\_\_\_\_

Supervisor's/Contractor's Name: \_\_\_\_\_