

ANNEX 3

Recommendations for Improving Policies on Sexual Violence against Humanitarian Aid Workers

- Policies meet both legal and moral duty of care, are holistic, and integrated through the cycle of employment;
- Policies are comprehensive and address all staff, including staff with diverse profiles;
- Staff members, in particular national staff, are consulted in the development or revision of policies, and their concerns are integrated;
- Policies are survivor-centred, and, where possible, survivors of sexual violence are consulted in the development or revision of the policy, and their concerns are integrated;
- Policies are accessible to and understood by all staff, and available in all relevant local languages;
- Code of Conduct explicitly prohibits sexual violence against all types of individuals, including colleagues;
- Staff are required to allow Human Resources to place notes on their file regarding sexual violence issues, use these notes for decisions regarding further employment with the organisation, and communicate these notes to future employees;
- Ethics or Ombudsman like roles are created within the organisation, provided with appropriate training, and information regarding their role is shared with and understood by all staff;
- Staff feedback on internal prevention and response structures for all types of misconduct, including sexual violence, is routinely sought and integrated;
- Organisational benchmarks, timelines, and indicators to address issue are set and monitored for progress; and
- Contractual requirements that all partner agencies, including contractors and vendors, have survivor-centred prevention and response strategies to address sexual violence incidents are implemented.