



Rädda Barnen

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▶ **POLICY**
GUIDELINE
PROCEDURE

PROTECTION FROM SEXUAL EXPLOITATION AND ABUSE

1

Approved by: General Secretary

Date: 08.09.2020

Responsible for revision: HR Director

Policy to be updated: (within 2 years)

Responsible for follow up: HR Director



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Background

Working for Save the Children Sweden, in Sweden or in another country, means accepting a special responsibility for safeguarding human rights in general and children's rights in particular. Save the Children Sweden's foundational values are based on the UN Convention on the Rights of the Child and the Universal Declaration of Human Rights. They are founded on the conviction that

- all people have equal value
- children have special rights
- everyone has a responsibility

Scope

This policy is specifically concerned with the protection from sexual exploitation and abuse at the hands of adults. The protection from sexual exploitation and abuse of children is dealt with under our Child Safeguarding (Tryggare Tillsammans) policy.

The policy is applicable to:

- All staff, regardless if the staff members are working full-time or part-time, internationally or domestically.
- Staff on short-term contracts, for example, consultants, researchers, etc.
- Active members, active volunteers and board members of local branches, districts and the board of the national association
- Staff of and representing partner organisations and individuals, groups or organisations who have a formal/contracted relationship to Save the Children Sweden – as long as it is not previously agreed upon that the partner organisations may apply their own policy regarding protection from sexual exploitation and abuse.
- Contributors, journalists, politicians and other people who visit Save the Children Sweden's programs and office(s).

The policy outlines the ground rules and the behavior expected of them who in some form represent the organization. Sexual exploitation and sexual abuse are severe crimes both in terms of the norms/nature of aid work and the rights of those who receive our efforts.

The policy applies 24 hours a day, 7 days a week and 365 days a year. We have zero tolerance towards all forms of sexual exploitation and abuse, and do not accept behavior that breaches against this policy. Breach of this policy or our Child Safeguarding Policy (Tryggare Tillsammans) goes against our values and may be grounds for termination of employment, collaborations, expulsion as member or engagement with Save the Children Sweden.

Purpose

Save the Children Sweden is aware that employees and other representatives working for or on behalf of the organisation frequently work in situations where they are in positions of power and where they are granted high levels of trust in relation to the people we are trying to reach. We recognise that our work, particularly humanitarian interventions, may exacerbate and reinforce existing inequalities and/or increase inequitable power structures and dynamics within the communities we are working. We have an obligation to work against this type of inequality in different ways. This power and trust must never be abused and everyone in the organisation has an obligation and responsibility to maintain the highest professional and ethical standards in their day-to-day conduct.

This policy therefore supports the reporting of all issues of concern, to enable early intervention and action. Sexual exploitation and abuse commonly involves on-going threats, grooming, and an escalation of behavior that contributes to a harmful environment of potential and actual abuse as well as isolated single incidents. Save the Children Sweden wants to ensure that everyone should feel confident to report incidents so that we may quickly and confidentially act.

Save the Children Sweden is committed to reducing the opportunities for abuse and exploitation to happen through effective prevention, ensuring that survivors are not exposed to further harm through good reporting and responses, and ensuring that survivors receive appropriate care.

Effective prevention and providing safe responses requires all staff, volunteers, interns, partners and other representatives to be clear about their individual accountabilities and responsibilities. It also requires all senior staff and managers to ensure, that their working environments minimize the opportunities for sexual exploitation and abuse, and to ensure that reporting and response do not expose survivors or reporters to any further harm.

We are committed to “Do no harm” ensuring safeguarding measures are embedded, accessible, and communicated clearly to staff, partners, vulnerable adults and their communities, in languages and formats they understand. We also strive to maximize security for those who participate in our operations and other ways involved in Save the Children.

Policy protection against sexual exploitation and abuse

This policy relates to all employees, elected officials, members, volunteers, interns, consultants, collaborators/partners and other representatives who work for or in some other way enter into agreement with Save the Children Sweden in order to execute developmental or humanitarian work.

For informational purposes and awareness

Anyone who in some form represents Save the Children Sweden (see section ‘scope’) will be provided with copies of the relevant policies and expected to adhere to the values, standards, behaviors and procedures contained therein.

Everyone will be required to undertake obligatory policy training within the first three months of their employment, being elected voluntary representative or other collaboration with Save the Children. All line managers are responsible that this is executed in their teams.

Follow-up of the training will be executed by the board of the national association once a year.

All collaboration partners, consultants and visitors to a country program within Save the Children International, including journalists, patrons, employees, representatives, among others, must be informed about this policy in relation to their specific assignments as well as behavior that is expected and how one reports potential incidents.

Prevention

Safe operations entail that all representatives of Save the Children Sweden must be vigilant of how we work, the potential effect our presence in countries we act in and how we work.

Save the Children’s Representatives must never:

- Engage in a sexual relationship with a member of a vulnerable community, unless they are part of the same community and the relationship has not arisen as part of their role with Save the Children Sweden;
- Engage in sexually exploitative or abusive relationships with members of the communities in which we work, within the workplace or with domestic staff;
- Engage in exploitative sexual relationships with beneficiaries of direct or indirect assistance (the parent or caregiver of children benefitting from Save the Children Sweden programming, for example) from Save the Children Sweden;
- Engage the services of sex workers, irrespective of the local or national laws or norms regarding sex work or the laws of their home country or the location in question;



- Infer, suggest, request, and/or demand any sexual favours from members of the communities in which we work, in return for anything – including protection, assistance (goods, services, resources, opportunities), or employment, nor imply the same;
- Support or take part in any form of sexually exploitative or abusive activities, including the trafficking of human beings, or sexual or exploitative relationships with human beings who have been trafficked; and
- Fail to report any allegations, causes for concern, or suspicions of the sexual exploitation and/or abuse of another person.

Save the Children Sweden's commitment to Zero Tolerance of sexual exploitation and abuse means all program design and planning must include a gender power analysis, which also looks at the roles and structure of Save the Children Sweden staff, volunteers, interns and partners and a safeguarding risk assessment. This analysis must also include recognition of the intersections of gender with other vulnerabilities (e.g. disability, age, and so on), and program design and staffing must reflect these assessments in line with the organisation-wide commitment that all programs are gender sensitive at a minimum.

Reporting and remediation

All instances of sexual assault and sexual abuse must be reported without delay. Early reporting of all suspected cases of infractions increase the chance for quick remediation and prevent further abuse.

All instances shall be reported via one of Save the Children Sweden's reporting channels, see appendix.

Suspicions or concerns regarding an incident may come to the attention of the organization in different ways:

Directly by a survivor themselves, or by someone close to them, such as a family member or member of the community. A direct report of a concern or incident may also come from Save the Children Sweden staff or representative, staff in another organisation who have heard about it in their services, or from a staff member or volunteer who has witnessed it.

Indirectly through information collected from different sources and analysis, including research, focus group discussions, studies, and through the collection of reported concerns, leading to identifiable patterns of potential abuse.

Investigations are not always contingent on direct allegations, but can be triggered by there being enough causes for concern from enough different sources to feel that there is likely to be a problem. It is the organisational responsibility to actively seek further information and to investigate all issues raised.

The investigation must be instigated by senior management, with the support and involvement of HR.

Investigations must be confidential, in accordance with the Data Protection Policy, and designed to prevent gossip, rumour-spreading and destruction of reputations and relationships, where possible. Breach of confidentiality in investigations and /or any attempt at intimidation, victimization or retaliation towards a complainant, witnesses or any other party involved in an investigation may be treated as gross misconduct and may be grounds for termination of employment contract, expulsion as a member, termination of collaboration or involvement with Save the Children.

Save the Children Sweden recognises the high risk to survivors and others in reporting, including a strong likelihood of threats and/or retaliation. As such safety planning and safety management must be the core of a survivor-centred approach to response. Save the Children Sweden is committed to running thorough inquiries and/or investigations of any and all allegations of abuse and exploitation.

Save the Children Sweden will ensure that survivors are supported into appropriate services, including health, legal, psychosocial and economic services, where possible. These services may be with support of external services, for example corporate health services.

All information surrounding a suspicion of sexual assault and abuse must be handled as strictly confidential and is not to be shared with any other party than those who are a part of the reporting channel.

Incidents will be reported to the board of the national association, global management and senior management team for Save the Children Sweden every quarter.

This policy will be implemented in accordance with;

- All relevant Swedish laws related to protection from sexual abuse, violence and harm, and those outlining measures for reporting known or alleged cases of abuse;
- Applicable laws in any other country/countries where Save the Children Sweden operates; and
- The UN Secretary General's Bulletin 'Special Measures for Protection from Sexual Exploitation and Sexual Abuse' (ST/SBGB/2003/13).

Save the Children Sweden will report criminal behaviour to relevant authorities. Where there are international protocols around the reporting of perpetrators within their home countries or abroad, Save the Children Sweden will report appropriately. Those under investigation will be invited and encouraged to participate in the ongoing investigation.

An internal investigation will continue even after a report to the relevant authorities has been made. Even in the event the person under investigation declines, resigns or is not available for any other reason.

Failing to act or report an instance of sexual assault and/or sexual abuse will be regarded as misconduct.

Data

No identifying information – names, images, testimony geographical location and so on – of survivors can be used in any communications, publicity, research or fundraising materials.

Review of policy

Review of policy after two years. HR Director is responsible for the review.

Definitions

Term	Definition
Survivor	A person who has experienced, or is still experiencing sexual exploitation and abuse in relation to their involvement with Save the Children Sweden or in any other agency organisation.
Representative	Those associated with Save the Children Sweden, but not directly employed by Save the Children Sweden; this includes partners, agency workers, consultants, volunteers, Trustees, donors on visits to Save the Children Sweden programmes, contractors, suppliers and trainees
Communities in which we work	Any geography in which Save the Children Sweden directly or indirectly operates, providing goods, services or other kinds of assistance
Sexual Harassment	Any unwanted and/or uninvited conduct of a sexual or sexualised nature, which has the purpose or effect of violating an individual's dignity, or creating an intimidating, hostile, degrading, humiliating, or offensive environment for that individual. This conduct may or may not be criminal, and it may or may not be direct physical touching



Sexual Abuse	The threatened or actual physical intrusion of a sexual or sexualised nature, including inappropriate touching, by force or under unequal or coercive conditions, sexual assault and rape. It may also include threatened or actual non-physical intrusion (unwanted and/or uninvited exposure to pornography, texts, images, and so on, the sharing of images, texts and so on, demands for sexualised photographs etc.).
Grooming	The cultivation of emotional relationships with those in positions of vulnerability or inequitable power, with the intention or potential of manipulating these relationships into sexualised dynamics in the future
Sexual Exploitation	Any actual or attempted abuse of a position of vulnerability, differential power, trust, or dependency, for sexual or sexualised purposes. This includes the offer or promise of monetary, social, political benefits as an incentive or form of coercion.
Sexual Favours	Any sexual or sexualised acts, in exchange for something such as money, goods, services, opportunities and so on. Also includes demands for inappropriate photographs, filming, and exposure to pornography and so on.
Consent	Informed consent is an ongoing agreement which is freely given based upon a clear appreciation and understanding of the facts, implications and future consequences of an action. In order to give informed consent, the individual concerned must have all relevant facts at the time consent is given and be able to evaluate and understand the consequences of an action. They also must be aware of and have the power to exercise their right to refuse to engage in an action without justification and/or to not be coerced (i.e. being persuaded based on force, coercion or threats, either direct or implied).

Related documents

- Child Safeguarding Policy
- Guideline for non-profit work within Save the Children Sweden
- Risk assessment Child Safeguarding/Tryggare tillsammans
- Question and answer working alone
- Procedures and template regarding report
- Whistleblowing procedure