



## **“PRAKSIS’ POLICY ON SEXUAL EXPLOITATION & ABUSE PREVENTION & RESPONSE”**

## I. GENERAL

PRAKSIS' main goal is the elimination of social and economic exclusion of vulnerable groups of people and the protection of their personal and social rights. In this context, protection of vulnerable groups is a fundamental principle of the organization.

The purpose of this Policy and the procedures described herein is to provide a framework for the services provided to truly protect and promote the beneficiaries' best interest and ensure that our actions while implementing programs or activities do not cause them any harm.

PRAKSIS' Policy regarding Sexual Exploitation and Abuse Prevention and Response concerns all those that work, i.e. volunteers, collaborators, as well as those who, in the present Policy, are referred as "colleagues" and who are required to act in a specific manner that ensures the protection of the organization's beneficiaries.

If any colleague has any doubt whatsoever regarding his / her conduct, or another colleague's way of conduct, he/she is advised to address to the appointed **Management Team for Sexual Exploitation & Abuse and Child Safeguarding issues (SEA & Ch. S. Management Team)**. This appointed team consists of PRAKSIS' Programs' Director, Health Department's Director and the Head of Protection Issues; and is responsible to inform the **Management Board for the Code of Conduct Violation Issues**. The Management Board for the Code of Conduct Violations Issues consist of the General Director, the Coordinator of the Legal Service, and the Director of Human Resources; and informs accordingly **PRAKSIS' Administrative Board** for all issues that arise in this context.

## II. DEFINITIONS

### 1. Sexual Exploitation

Any actual or attempted abuse of a position of vulnerability, differential power, or trust, for sexual purposes, including, but not limited to, profiting monetarily, socially or politically from the sexual exploitation of another person(s).

### 2. Sexual abuse

The actual or threatened physical intrusion of a sexual nature, whether by force or under unequal or coercive conditions.

### 3. Sexual exploitation and abuse

Use of the term "Sexual exploitation and abuse" throughout this Policy also includes sexual relations with a child, in any context.

#### **4. Child**

A human being below the age of eighteen (18) years.

#### **5. Beneficiaries**

The people PRAKSIS works with or serves or seeks to assist, who are typically in situations of vulnerability and dependence vis a vis PRAKSIS colleagues. Beneficiaries are individuals who are direct or indirect recipients of humanitarian / emergency aid and/ or other PRAKSIS action(s) / service(s) in any program(s) / structure(s)/ premises.

### **III.PRINCIPLES**

In order to protect the vulnerable populations and to ensure the integrity of PRAKSIS' activities, the following Core Principles must be adhered to by all colleagues:

1. Sexual exploitation and abuse is prohibited and such acts are considered as serious misconduct, which may constitute grounds for disciplinary sanctions, including dismissal / termination of collaboration and criminal proceedings.
2. Exchange of money, employment, goods, assistance or services for sex, including sexual favors or other forms of humiliating, degrading or exploitative behavior by colleagues towards the beneficiaries is forbidden.
3. It is forbidden to engage in any form of sexual relations with anyone under eighteen (18) years old. Any false estimate as to the child's true age is certainly not an excuse whatsoever and cannot constitute a defense.
4. Colleagues must not support or take part in any form of sexual exploitative or abusive activities.
5. Colleagues who deliver professional services directly to beneficiaries have a duty not only to abstain from having sexual relationships with the people who receive their services, but also to report any instance where they may suspect or detect signs of SEA, including any concern or suspicion regarding sexual abuse or exploitation by a fellow colleague.
6. Colleagues are obliged to protect, manage and utilize PRAKSIS' human, financial and material resources appropriately and will never use PRAKSIS' resources, including the use of computers, cameras, mobile phones or social media, to exploit or harass beneficiaries of PRAKSIS' programs, children or others in the community.
7. All PRAKSIS' colleagues are obliged to create and maintain an environment that prevents sexual exploitation and abuse and promotes the implementation of this Policy.

#### IV. COMMITMENTS

PRAKSIS is dedicated to fulfilling the Core Principles through implementation of the following commitments.

1. Incorporate PRAKSIS' standards on sexual exploitation and abuse in all relevant codes of conduct and induction materials and trainings for PRAKSIS' colleagues.
2. Integrate the issue of sexual exploitation and abuse into the communication of PRAKSIS' colleagues with the beneficiary population, through the consent form given in the first interaction.
3. Ensure that complaint mechanisms for reporting sexual exploitation and abuse are accessible at all times. This includes the contact of any colleague with the SEA & Ch. S. Management Team for the direct reporting on suspicion or detection of signs of SEA, the operation of the info@praksis.gr email address for reporting on any SEA incidents both by colleagues and beneficiaries and the operation of complaint boxes accessible to beneficiary population in every PRAKSIS' structure.
4. Investigate allegations of sexual exploitation and abuse in a timely and professional manner as well as take appropriate actions to protect persons from retaliation where allegations of SEA are reported involving PRAKSIS' colleagues.
5. Act directly and appropriately, including legal action when required, against any colleague who commits sexual exploitation and abuse. This may include administrative or disciplinary action, and / or referral to the relevant authorities for appropriate action.
6. Ensure that when photographing or filming a beneficiary, a consent form is obtained, explaining how the material will be used and ensure that images are genuine and honest representations of the context and the facts.
7. Sensitive information related to incidents of sexual exploitation and abuse whether involving colleagues, beneficiaries or others in the community must be shared following PRAKSIS' procedures - as already described above in the "General Part" of this Policy. Moreover, sensitive information related to incidents of sexual exploitation and abuse whether involving colleagues, beneficiaries or others in the community may be shared with relevant authorities according to the relevant legal procedures and referral mechanisms.
8. Breach of this Policy may put others at risk and will therefore, result in disciplinary procedures.