



# SEXUAL EXPLOITATION & ABUSE POLICY



# Sexual Exploitation and Abuse (SEA) Policy

## ✿ Sexual Exploitation and Abuse (SEA)

A sexual exploitation and abuse policy is designed to prevent and respond to incidents of sexual exploitation and abuse within an organization. The policy should establish clear guidelines for reporting incidents of sexual exploitation and abuse, ensuring that victims are protected and that perpetrators are held accountable. It should also outline the procedures for conducting investigations into allegations of sexual exploitation and abuse and for providing support to victims. Additionally, the policy should establish training programs to educate staff and volunteers on preventing and responding to sexual exploitation and abuse.

## ✿ Need of SEA policy in work place

A sexual exploitation and abuse policy is necessary at the organizational level to ensure that all staff, volunteers, and partners are aware of the organization's commitment to preventing and responding to incidents of sexual exploitation and abuse. The policy provides clear guidelines for reporting incidents of sexual exploitation and abuse, ensuring that victims are protected and that perpetrators are held accountable. Additionally, the policy establishes procedures for conducting investigations into allegations of sexual exploitation and abuse and for providing support to victims. By having a clear policy in place, organizations can demonstrate their commitment to creating a safe and respectful environment for all stakeholders, promoting trust and confidence in the organization and its work.

## ✿ SEA policy at Capacity Analytics

Therefore, at the organizational level, Capacity Analytics strictly condemn any abuse, exploitation, or harm carried out towards rights holders, community members, adults at-risk (defined as someone over the age of 18 and especially for women and young girls). Hence a Sexual Exploitation and Abuse (SEA) Policy is present at organizational level to discourage it and strictly deal with it if reported. The organization protect its employees from legal claims, and establish a positive work environment in the workplace and establish a shield for the organization against SEA and its risks.

We have set of rules regarding the Sexual Exploitation and Abuse (SEA) in the form of a SEA Policy that are to be followed to preserve the rights of each individual working or affiliated to the organization. The policy ensures that procedures are in place to protect rights holders and communities they work with, including adults at-risk, from sexual abuse or exploitation, or other harmful and inappropriate behavior, carried out by any member of the organization, its employees, personnel, sub-contractor or sub-contractor's sub-contractor or sub-partner or sub-partner's sub-partner.

## ✿ The Policy

- ◆ Under this policy the employees are protected from any kind of verbal or physical conducts which can be kind of harassment conducted in order to gain social or political profit.

- ◆ Any such conduct can lead to the termination of employee and involvement of government can also be possible.
- ◆ Any such activity which can be the cause of physical abuse and may lead to harassment are highly discouraged.
- ◆ Employees are guided and trained to maintain a professional and secure environment for the employees irrespective of gender.
- ◆ To ensure the safety of its employees and partner organizations from any kind of physical abuse or harassment act during the working projects, strong SEA policies are documented and are accessible for the employees, partner organizations and other institute, public or government who ever have an interest.
- ◆ A proper reporting and investigating procedures is followed for incidents of sexual exploitation and abuse
- ◆ Victims of sexual exploitation and abuse are provided social, financial and protection support.
- ◆ Guidelines for preventing sexual exploitation and abuse, including training programs for staff is carried out from time to time.
- ◆ A proper procedures for holding perpetrators of sexual exploitation and abuse accountable, including disciplinary measures and legal action if necessary is ensured.
- ◆ Confidentiality and privacy of victims and whistleblowers are ensured.
- ◆ Regular review and update of the policy to ensure its effectiveness and relevance to the organization's work.

We are committed to work for the rights of women to end injustice, violence against young girls and women and for inclusive development of societies. We promote and enhance the socio-economic status of women and uphold the basic rights and dignity of all. The aim is to promote women in social, political and economic arenas by upgrading their social status, roles and responsibilities in terms of their economic empowerment. So, that they can serve to meet the other challenges as well. By helping the clients discover new perspectives on their business, we help find new avenues for meeting the gender specific SDGs. Therefore, we as an organization will not tolerate any form of abuse, exploitation, or harm carried out towards rights holders, community members, adults at-risk (defined as someone over the age of 18 and especially for women and young girls). We have set of rules regarding the Sexual Exploitation and Abuse (SEA) in the form of a SEA Policy that are to be followed to preserve the rights of each individual working or affiliated to the organization. The policy ensures that procedures are in place to protect rights holders and communities they work with, including adults at-risk, from sexual abuse or exploitation, or other harmful and inappropriate behavior, carried out by any member of the organization, its employees, personnel, sub-contractor or sub-contractor's sub-contractor or sub-partner or sub-partner's sub-partner.