



Rural Development Trust (RDT)

Sangram Tulapagunj Jhanjharpur , Madhubani, Bihar – 847109

Terms of Reference

Protection from Sexual Exploitation and Abuse (PSEA)

1. Background

Sexual exploitation and abuse (SEA) by personnel associated with Rural Development Trust admit that this is a severe violation of human rights and a misuse of power. We are committed to preventing and responding to all forms of SEA within our organization. The PSEA Focal Person plays a crucial role in upholding our commitment to safeguarding vulnerable populations.

2. Purpose

The purpose of the PSEA Focal Person is to lead and coordinate the development and implementation of policies, procedures, and activities related to the prevention of and response to sexual exploitation and abuse within Rural Development Trust

3. Scope of Work

The responsibilities of the PSEA Focal Person include:

Prevention:

- ✚ Regularly assess Rural Development Trust PSEA policies and practices, and recommend improvements to senior management.
- ✚ Organize and conduct training sessions and awareness-raising activities on PSEA for all staff and personnel.
- ✚ Collaborate with the human resources department to ensure that all staff adhere to the organization's Code of Conduct and undergo appropriate screening for past SEA violations during recruitment.
- ✚ Lead awareness campaigns with affected populations and local communities to educate them on SEA, expected standards of conduct, and reporting mechanisms.

Reporting Allegations of SEA:



- ❖ Develop and implement internal reporting procedures that ensure staff and personnel can safely and confidentially report incidents of SEA.
- ❖ Receive and manage reports of SEA allegations, ensuring a timely and appropriate response.
- ❖ Report any challenges or issues in PSEA implementation to senior management for resolution.

Response to SEA Allegations:

- Coordinate the organization's response to SEA allegations, including providing immediate support and referral services for survivors.
- Facilitate the investigation of SEA cases by referring them to the appropriate internal or external investigative body.

Other Responsibilities:

- Liaise with relevant organizations and participate in inter-agency initiatives to coordinate PSEA efforts.
- Support senior management in implementing additional PSEA-related activities as needed.

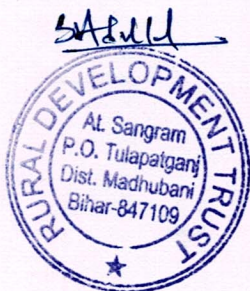
4. Competencies and Experiences

The PSEA Focal Person should possess the following competencies and experiences:

- ❖ Demonstrated integrity, objectivity, and professional competence.
- ❖ Sensitivity to cultural diversity and gender issues.
- ❖ Fluency in relevant languages spoken by staff and communities served.
- ❖ Direct experience working with local communities.
- ❖ Strong communication skills.

Upon appointment, the PSEA Focal Person will undergo specific training on protection from sexual exploitation and abuse.

Note: This TOR is subject to review and updates as needed to ensure its effectiveness in addressing PSEA within Rural Development Trust.



Rural Development Trust (RDT)

Sangram, Tulapatgunj Jhanjharpur Madhubani, Bihar – 847109

Terms of Reference *Protection from Sexual Exploitation and Abuse (PSEA)*

1. Background

Sexual exploitation and abuse (SEA) represent egregious violations of human rights and dignity. Rural Development Trust is unequivocally committed to eradicating all forms of SEA within its operations. The PSEA Focal Person holds a pivotal role in ensuring the organization's zero-tolerance approach to SEA is upheld and actively implemented.

2. Purpose

The PSEA Focal Person is appointed to spearhead the development, enforcement, and continual enhancement of robust policies, protocols, and practices aimed at preventing and addressing incidents of sexual exploitation and abuse within Rural Development Trust

3. Scope of Work

The PSEA Focal Person is tasked with the following responsibilities:

Prevention:

- ❖ Conduct comprehensive and regular assessments of existing PSEA policies and practices, proactively identifying areas for improvement, and liaising with senior management to implement necessary changes.
- ❖ Design and deliver dynamic, engaging, and culturally sensitive training sessions and awareness-raising initiatives on PSEA for all staff and personnel, ensuring a deep-rooted understanding of the organization's zero-tolerance stance on SEA.
- ❖ Collaborate closely with the human resources department to integrate stringent screening processes for past SEA violations into the recruitment and onboarding procedures.
- ❖ Lead targeted outreach campaigns within affected communities to foster a



culture of vigilance, educate individuals on recognizing and reporting SEA, and empower survivors to seek support.

Reporting Allegations of SEA:

- ✚ Establish and maintain a confidential and accessible reporting mechanism that encourages staff and personnel to report incidents of SEA without fear of reprisal.
- ✚ Assume responsibility for promptly receiving, documenting, and escalating SEA allegations, ensuring appropriate measures are taken to provide immediate support to survivors and initiate investigations as required.
- ✚ Regularly update senior management on the status of reported cases and any challenges encountered in the reporting and response process.

Response to SEA Allegations:

- Oversee the organization's response to SEA allegations with urgency and compassion, coordinating the provision of immediate support services and facilitating access to professional assistance for survivors.
- Interface with internal and external investigative bodies, ensuring thorough and impartial investigations are conducted and appropriate disciplinary actions are taken against perpetrators.

Other Responsibilities:

- ❖ Forge strategic partnerships and collaborations with relevant stakeholders, including government agencies, civil society organizations, and inter-agency initiatives, to leverage collective efforts in combating SEA.
- ❖ Provide ongoing guidance and support to senior management in integrating PSEA principles into organizational policies, programs, and operations.

4. Competencies and Experiences

The ideal candidate for the PSEA Focal Person role should demonstrate:

- ❖ Unwavering integrity, ethical conduct, and a commitment to upholding human rights.
- ❖ Exceptional cultural competency and a nuanced understanding of gender dynamics.
- ❖ Fluency in languages pertinent to the organization's staff and the communities it serves.
- ❖ Extensive experience engaging directly with diverse communities, particularly in contexts vulnerable to exploitation.
- ❖ Superior communication skills, including the ability to navigate sensitive conversations and convey complex information effectively.

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Upon appointment, the PSEA Focal Person will undergo comprehensive and tailored training on the prevention of sexual exploitation and abuse.

Note: This TOR reflects Rural Development Trust's uncompromising dedication to combating sexual exploitation and abuse and may be subject to periodic review and refinement to align with evolving best practices and organizational needs.



Signature of Md. Wasimul-Haque

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Md. Wasimul-Haque

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