

## CS1. Organizational Policy

Your organization has a policy document on PSEA. At a minimum, this document should include a written undertaking that your organization accepts the standards of conduct listed in section 3 of the ST/SGB/2003/13.

**Rating** Yes

Capacity Strengthening Plan			Monitoring of Capacity Strengthening Implementation Plan
Capacity Strengthening Activity	Person Responsible	Target Date for Completion	Status

By WFP on 20/03/2025

## CS2. Organizational Management

Your organization's contracts and partnership agreements include a standard clause requiring sub-contractors to adopt policies that prohibit SEA and to take measures to prevent and respond to SEA.

**Rating** Yes

Capacity Strengthening Plan			Monitoring of Capacity Strengthening Implementation Plan
Capacity Strengthening Activity	Person Responsible	Target Date for Completion	Status
Develop or adapt a standard clause on PSEA to include in all contracts or partnership agreements with sub-contractors	1. Jailton LUANDA, Coordinateur National, Tel : 0991475836,0850182646, Email : lightandsalt.coordination@gmail.com; infoflightandsalt.org@gmail.com 2. Cécile KATUNGU, Superviseur Santé, Tel : 0974894420 / 0825422752, Email : cecilekatungu573@gmail.com 3. Louise KATSUVA, Cheffe de Projet Éducation, Tel : 0974926863 / 0906394529, Email : louisekatsuvakahambu2@gmail.com 4. Pascal Maliro, Admin Fin, Tel : +243970913618, Email : peascalmaliro@gmail.com / edithkalembe@gmail.com	09/05/2025	Completed

### Supporting Documentation

CS2\_ZiaSckU.docx

CS\_2.docx

By WFP on 17/05/2025

### CS3. Human Resource Systems

Your organization has a systematic vetting procedure in place for job candidates through proper screening. This must include, at minimum, reference checks for sexual misconduct and a self-declaration by the job candidate, confirming that they have never been subject to sanctions (disciplinary, administrative or criminal) arising from an investigation in relation to SEA, or left employment pending investigation and refused to cooperate in such an investigation.

**Rating** Yes

Capacity Strengthening Plan			Monitoring of Capacity Strengthening Implementation Plan
Capacity Strengthening Activity	Person Responsible	Target Date for Completion	Status
Put in place or strengthen process to conduct reference checks on all personnel using a reference check form that includes SEA	1. Jailton LUANDA, Coordinateur National, Tel : 0991475836,0850182646, Email : lightandsalt.coordination@gmail.com; info@lightandsalt.org@gmail.com 2. Cécile KATUNGU, Superviseur Santé, Tel : 0974894420 / 0825422752, Email : cecilekatungu573@gmail.com 3. Louise KATSUVA, Cheffe de Projet Éducation, Tel : 0974926863 / 0906394529, Email : louisekatsuvakahambu2@gmail.com 4. Pascal Maliro, Admin Fin, Tel : +243970913618, Email : peascalmaliro@gmail.com / edithkalembe@gmail.com	09/05/2025	Completed
Develop or adapt a PSEA self-declaration form that all job candidates are required to fill out and sign	1. Jailton LUANDA, Coordinateur National, Tel : 0991475836,0850182646, Email : lightandsalt.coordination@gmail.com; info@lightandsalt.org@gmail.com 2. Cécile KATUNGU, Superviseur Santé, Tel : 0974894420 / 0825422752, Email : cecilekatungu573@gmail.com 3. Louise KATSUVA, Cheffe de Projet Éducation, Tel : 0974926863 / 0906394529, Email : louisekatsuvakahambu2@gmail.com 4. Pascal Maliro, Admin Fin, Tel : +243970913618, Email : peascalmaliro@gmail.com / edithkalembe@gmail.com	09/05/2025	Completed

#### Supporting Documentation

CS3\_yhMwiD3.pdf

By WFP on 11/05/2025

## CS4. Mandatory Training

Your organization holds mandatory trainings (online or in-person) for all your employees and associated personnel (herein "personnel") on PSEA and relevant procedures.

Rating Yes

Capacity Strengthening Plan			Monitoring of Capacity Strengthening Implementation Plan
Capacity Strengthening Activity	Person Responsible	Target Date for Completion	Status
Develop or adapt PSEA training materials to be used during trainings to all personnel	1. Jailton LUANDA, Coordinateur National, Tel : 0991475836,0850182646, Email : lightandsalt.coordination@gmail.com; infoflightandsalt.org@gmail.com 2. Cécile KATUNGU, Superviseur Santé, Tel : 0974894420 / 0825422752, Email : cecilekatungu573@gmail.com 3. Louise KATSUVA, Cheffe de Projet Éducation, Tel : 0974926863 / 0906394529, Email : louisekatsuvakahambu2@gmail.com 4. Pascal Maliro, Admin Fin, Tel : +243970913618, Email : peascalmaliro@gmail.com / edithkalemba@gmail.com	15/05/2025	Completed
Encourage personnel to take the PSEA training course of UNICEF/UN	1. Jailton LUANDA, Coordinateur National, Tel : 0991475836,0850182646, Email : lightandsalt.coordination@gmail.com; infoflightandsalt.org@gmail.com 2. Cécile KATUNGU, Superviseur Santé, Tel : 0974894420 / 0825422752, Email : cecilekatungu573@gmail.com 3. Louise KATSUVA, Cheffe de Projet Éducation, Tel : 0974926863 / 0906394529, Email : louisekatsuvakahambu2@gmail.com 4. Pascal Maliro, Admin Fin, Tel : +243970913618, Email : peascalmaliro@gmail.com / edithkalemba@gmail.com	18/04/2025	Completed
Develop or adapt a policy requiring mandatory training on PSEA	1. Jailton LUANDA, Coordinateur National, Tel : 0991475836,0850182646, Email : lightandsalt.coordination@gmail.com; infoflightandsalt.org@gmail.com 2. Cécile KATUNGU, Superviseur Santé, Tel : 0974894420 / 0825422752, Email : cecilekatungu573@gmail.com 3. Louise KATSUVA, Cheffe de Projet Éducation, Tel : 0974926863 / 0906394529, Email : louisekatsuvakahambu2@gmail.com 4. Pascal Maliro, Admin Fin, Tel : +243970913618, Email : peascalmaliro@gmail.com / edithkalemba@gmail.com	09/05/2025	Completed

### Supporting Documentation

CS4\_Module\_de\_formation.docx

CS4\_ilabowh.xlsx

PSEA\_FR\_Attestation\_de\_formation\_mfskrBU.pdf



## CS5. Reporting

Your organization has mechanisms and procedures for personnel, recipients of assistance and communities, including children, to report SEA allegations that comply with core standards for reporting (i.e. safety, confidentiality, transparency, accessibility).

**Rating** Yes

Capacity Strengthening Plan			Monitoring of Capacity Strengthening Implementation Plan
Capacity Strengthening Activity	Person Responsible	Target Date for Completion	Status
Develop or adapt communication materials on PSEA for beneficiaries/ communities	1. Jailton LUANDA, Coordinateur National, Tel : 0991475836,0850182646, Email : lightandsalt.coordination@gmail.com; infoflightandsalt.org@gmail.com 2. Cécile KATUNGU, Superviseur Santé, Tel : 0974894420 / 0825422752, Email : cecilekatungu573@gmail.com 3. Louise KATSUVA, Cheffe de Projet Éducation, Tel : 0974926863 / 0906394529, Email : louisekatsuvakahambu2@gmail.com 4. Pascal Maliro, Admin Fin, Tel : +243970913618, Email : peascalmaliro@gmail.com / edithkalembe@gmail.com	09/05/2025	Completed
Develop or adapt a PSEA awareness-raising plan/strategy for beneficiaries/ communities	1. Jailton LUANDA, Coordinateur National, Tel : 0991475836,0850182646, Email : lightandsalt.coordination@gmail.com; infoflightandsalt.org@gmail.com 2. Cécile KATUNGU, Superviseur Santé, Tel : 0974894420 / 0825422752, Email : cecilekatungu573@gmail.com 3. Louise KATSUVA, Cheffe de Projet Éducation, Tel : 0974926863 / 0906394529, Email : louisekatsuvakahambu2@gmail.com 4. Pascal Maliro, Admin Fin, Tel : +243970913618, Email : peascalmaliro@gmail.com / edithkalembe@gmail.com	09/05/2025	Completed
Develop or adapt awareness-raising materials about reporting mechanism with beneficiaries	1. Jailton LUANDA, Coordinateur National, Tel : 0991475836,0850182646, Email : lightandsalt.coordination@gmail.com; infoflightandsalt.org@gmail.com 2. Cécile KATUNGU, Superviseur Santé, Tel : 0974894420 / 0825422752, Email : cecilekatungu573@gmail.com 3. Louise KATSUVA, Cheffe de Projet Éducation, Tel : 0974926863 / 0906394529, Email : louisekatsuvakahambu2@gmail.com 4. Pascal Maliro, Admin Fin, Tel : +243970913618, Email : peascalmaliro@gmail.com / edithkalembe@gmail.com	09/05/2025	Completed
Develop or utilize existing mechanism for personnel and beneficiaries to report SEA	1. Jailton LUANDA, Coordinateur National, Tel : 0991475836,0850182646, Email : lightandsalt.coordination@gmail.com; infoflightandsalt.org@gmail.com 2. Cécile KATUNGU, Superviseur Santé, Tel : 0974894420 / 0825422752, Email : cecilekatungu573@gmail.com 3. Louise KATSUVA, Cheffe de Projet Éducation, Tel : 0974926863 / 0906394529, Email : louisekatsuvakahambu2@gmail.com 4. Pascal Maliro, Admin Fin, Tel : +243970913618, Email : peascalmaliro@gmail.com / edithkalembe@gmail.com	09/05/2025	Completed

## **Supporting Documentation**

CS5ok.pdf

CS5\_NxIOBrQ.pdf

**By WFP on 11/05/2025**

## CS6. Assistance and Referrals

Your organization has a system to refer SEA victims to locally available support services, based on their needs and consent. This can include actively contributing to in-country PSEA networks and/or GBV systems (where applicable) and/or referral pathways at an inter-agency level.

**Rating** Yes

Capacity Strengthening Plan			Monitoring of Capacity Strengthening Implementation Plan
Capacity Strengthening Activity	Person Responsible	Target Date for Completion	Status
Contribute to the mapping of GBV/CP services and identification of gaps at inter-agency level	1. Jailton LUANDA, Coordinateur National, Tel : 0991475836,0850182646, Email : lightandsalt.coordination@gmail.com; infoflightandsalt.ong@gmail.com 2. Cécile KATUNGU, Superviseur Santé, Tel : 0974894420 / 0825422752, Email : cecilekatungu573@gmail.com 3. Louise KATSUVA, Cheffe de Projet Éducation, Tel : 0974926863 / 0906394529, Email : louisekatsuvakahambu2@gmail.com 4. Pascal Maliro, Admin Fin, Tel : +243970913618, Email : peascalmaliro@gmail.com / edithkalembe@gmail.com	15/05/2025	In Progress
Put in place or adapt/join a referral mechanism/ procedure and guidance on the referral process for victims of SEA	1. Jailton LUANDA, Coordinateur National, Tel : 0991475836,0850182646, Email : lightandsalt.coordination@gmail.com; infoflightandsalt.ong@gmail.com 2. Cécile KATUNGU, Superviseur Santé, Tel : 0974894420 / 0825422752, Email : cecilekatungu573@gmail.com 3. Louise KATSUVA, Cheffe de Projet Éducation, Tel : 0974926863 / 0906394529, Email : louisekatsuvakahambu2@gmail.com 4. Pascal Maliro, Admin Fin, Tel : +243970913618, Email : peascalmaliro@gmail.com / edithkalembe@gmail.com	09/05/2025	Completed

### Supporting Documentation

CS6\_oD5Gmkc.docx

**By WFP on 11/05/2025**

## CS7. Investigations

Your organization has a process for investigation of allegations of SEA and can provide evidence. This may include a referral system for investigations where in-house capacity does not exist.

**Rating** Yes

Capacity Strengthening Plan			Monitoring of Capacity Strengthening Implementation Plan
Capacity Strengthening Activity	Person Responsible	Target Date for Completion	Status

By WFP on 20/03/2025

## CS8. Corrective Action

Your organization has taken appropriate corrective action in response to SEA allegations, if any. You are required to disclose any past SEA allegations involving your personnel and evidence of corrective measures and actions taken in response thereto. Information related to past allegations and corrective action taken accordingly will be accepted anonymously/without personal data and compliant with national labor regulations in the country.

**Rating** Yes

Capacity Strengthening Plan			Monitoring of Capacity Strengthening Implementation Plan
Capacity Strengthening Activity	Person Responsible	Target Date for Completion	Status

By WFP on 20/03/2025

