



## صندوق الأمم المتحدة للسكان في جمهورية مصر العربية

United Nations Population Fund  
in the Arab Republic of Egypt

### Invitation for Proposals

UNFPA, the United Nations Population Fund, as an international development agency, cordially invites qualified organizations to submit proposals for the implementation of impactful activities within the fields of adolescents and youth development, reproductive health-care services and family planning, gender-based violence and harmful practices against women and girls, and population development.

The purpose of this Invitation for Proposals is to identify eligible non-governmental organizations for a prospective partnership with UNFPA Egypt. The goal of this partnership is to collaboratively support the realization of the outlined results in the new Country Program (CP) for the period of 2023-2027. The comprehensive and forward-looking 2023-2027 CP is specifically designed to accelerate the achievement of three transformative results advocated by UNFPA (Ending unmet needs for family planning, ending preventable maternal deaths, and ending gender-based violence and harmful practices). Furthermore, the CP is directly contributing to the attainment of the Sustainable Development Goals (SDGs), particularly focusing on Goals 3 and 5.

It is important to note that the CP also aligns itself with the flagship Presidential initiatives, namely the National Project for Development of the Egyptian Family, and the Haya Karima initiative.

Through this call for proposals, UNFPA Egypt seeks to identify organizations that share the dedication, and vision to create a positive impact on the lives of adolescents, youth, women, and underserved communities in Egypt. Qualified organizations are encouraged to present innovative and comprehensive proposals that embody a deep understanding of the challenges at hand and offer well-crafted strategies to address them.

Organizations that wish to participate in this Invitation for Proposals are requested to send their submission through email [egypt.tenders@unfpa.org](mailto:egypt.tenders@unfpa.org) clearly marked in the subject line “**Implementation of UNFPA Egypt new Country Programme 2023-2027**”.

**Deadline: Wednesday , 13th September 2023, 4:00 pm Cairo local time**

Proposals received after this date and time will not be considered. Applications must be submitted in English.

Any requests for additional information must be addressed in writing **by Thursday, 24th August 2023 at the latest to [rhafez@unfpa.org](mailto:rhafez@unfpa.org)**

UNFPA shall notify applying organizations whether it is considered for further action.

#### Section 1: Background

##### 1.1 UNFPA mandate

The United Nations Population Fund (UNFPA) is the United Nations sexual and reproductive health agency. Its mission is to deliver a world where every pregnancy is wanted, every childbirth is safe and every young person’s potential is fulfilled. UNFPA promotes gender equality and empowers women, girls and young. The goal of UNFPA is to ensure reproductive health rights and choices for all, especially women and young people, so that they can access high-quality reproductive health-care services.

##### 1.2 UNFPA Programme of Assistance in Egypt

In Egypt, UNFPA works with the government through 5-year country programme, since 1972. This year, UNFPA is implementing the 11<sup>th</sup> country programme 2023-2027.

Further information on the programme can be found on <https://egypt.unfpa.org/>



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### 1.3 Specific results

The new CP 2023-2027 aims to achieve: (a) strengthened agency of girls and young women; (b) transformed community social norms that promote gender equality; (c) strengthened quality of care for maternal health, sexual and reproductive health-care and family planning, improved availability of and strengthened access to gender-based violence against women and girls and harmful practices protection and response services; and (d) an enhanced enabling and data-driven policy environment that strengthens accountability of service provision.

To achieve these results and within the framework and as set out in 11th Egypt Country Programme Document, UNFPA in collaboration with Government and other partners will utilize the key strategies under each output as follows:

#### **A. Output 1: By 2027, youth, in particular girls', agency and human capital are strengthened to enable them to make informed choices and realize their full potential**

The key strategies of this output include:

- (a) leading an advocacy campaign promoting Noura as a central figure in the girls' empowerment national programme championed by the First Lady to enhance investments in adolescent girls;
- (b) building social, health and economic assets of adolescent girls and young women in vulnerable situations through the Girls Assets Framework intensive programme;
- (c) integrating age-appropriate knowledge, attitudes and practices about maternal health, reproductive health-care and family planning, gender-based violence against women and girls and harmful practices into economic empowerment programmes to develop a comprehensive approach to youth empowerment, in partnership with Government and other United Nations entities;
- (d) building youth's skills, knowledge, capacities and capabilities with government entities, youth-led organizations, networks and local civil society organizations (CSOs); and
- (e) operationalizing innovation frameworks that capitalize on social entrepreneurship that foster locally driven solutions to enhance population characteristics through incubators and accelerators, and facilitating participation of youth in decision-making.

#### **B. Output 2: By 2027, capabilities and capacities of actors and institutions are strengthened to promote gender equality and expand a zero-tolerance environment towards all forms of gender-based violence against women and girls**

The key strategies of this output include:

- (a) institutionalizing and expanding the capacities and availability of local CSOs and community-based organizations (CBOs) and networks to empower youth as agents for the achievement of sustainable development, provide women-friendly and girl-friendly safe spaces and foster social cohesion;
- (b) expanding engagement with religious and community leaders, media, local community networks, the private sector and service providers to promote gender equality;
- (c) conducting men and boys engagement programmes to strengthen their roles as positive change agents for gender equality;
- (d) strengthening knowledge and shifting attitudes of community members through diverse interactive modes of engagement, including sports and edutainment;

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- (e) increasing integration of age-appropriate population education within formal and non-formal education and scaling up of premarital education for couples; and
- (g) expanding multimedia and behavioural change campaigns.

### **C. Output 3: By 2027, the capacities of national systems, including local institutions, are strengthened to provide quality, comprehensive and inclusive reproductive health-care services and information, as well as services addressing gender-based violence against women and girls and harmful practices**

The key strategies of this output include:

- (a) building the capacities of service providers (public, private, CSOs), at national and local levels, for enhanced counselling services, coordination and referral to existing maternal health, sexual and reproductive health-care, family planning, gender-based violence against women and girls and harmful practices services, while addressing regional disparities and the needs of refugees and people with disabilities;
- (b) strengthening ethical and legal approaches by building capacities of health-care service providers to reduce malpractices, including FGM medicalization and unjustified C-sections;
- (c) improving human, technical and institutional capacity of the family planning national supply chain;
- (d) supporting the digitalization of learning modules to expand the pool of capacitated service providers;
- (e) strengthening and expanding adolescents and youth-friendly health-care services;
- (f) improving locally provided specialized and coordinated protection and response services on gender-based violence against women and girls and harmful practices, including referral pathways between them;
- (g) supporting the adaptation and roll-out of successful models for family rehabilitation and reintegration programmes targeting domestic violence and child marriage survivors; and
- (h) enhancing community demand for services through knowledge-building programmes or national and local campaigns.

### **D. Output 4: Institutions, including local institutions, are strengthened through better inter-ministerial coordination, improved monitoring and evaluation systems, digital transformation, enhanced statistical capacities allowing for evidence-based policymaking and implementation, and through implementation of SDG-driven financing mechanisms**

The key strategies of this output include:

- (a) advocating for the three transformative results and developing investment cases, including for adolescent girls, aimed at increasing public investment and promoting public-private, innovative and blended financing and partnerships;
- (b) supporting the formulation or development of implementation frameworks for relevant national strategies, programmes, plans and emergency response mechanisms;
- (c) advocating for efforts to address legislative gaps and supporting relevant ministries in developing and implementing related policies and measures tackling gender-based violence against women and girls, harmful practices, reproductive health-care and maternal health medical malpractices, including supporting the Government in



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	<p>developing standard operating procedures and implementation frameworks for the 'one-stop shop' for survivors of gender-based violence against women and girls;</p> <p>(d) supporting the Government's engagement with international and regional human rights mechanisms, including by advocating for the implementation of accepted recommendations on reproductive health-care, gender-based violence against women and girls and harmful practices from the Universal Periodic Review process and treaty bodies;</p> <p>(e) advocating for the expansion and strengthening of multisectoral coordination to address gender-based violence against women and girls and harmful practices and strengthen accountability for quality of care, services and commodities for sexual and reproductive health-care and family planning, maternal health and gender-based violence against women and girls;</p> <p>(f) supporting strengthened age and sex-disaggregated data collection at service delivery points and registries, including the digital transformation of national systems/tools to capture changing economic, environmental and population trends (including population aging);</p> <p>(g) supporting national research institutes and academia in producing quantitative and qualitative data and conducting household-level surveys, analysis and research (using the latest census) on maternal health, sexual and reproductive health-care and family planning, gender-based violence against women and girls and harmful practices; and</p> <p>(h) enhancing local governance and accountability by strengthening capacities in data management for SDG localization and voluntary local reviews and supporting the development and operationalization of the Demographic Observatory – the monitoring and evaluation system for the National Project for Development of the Egyptian Family – to rapidly assess changing population trends.</p>
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### Section 2: Application requirements and timelines

2.1 Documentation required for the submission	<p>The expression of interest shall include the following documentation:</p> <ul style="list-style-type: none"> <li>● Copy of provisions of legal status of the NGO in Egypt <b>[Required to be eligible for review]</b></li> <li>● Copy of provisions of legal status of the NGO in Egypt (for INGOs )</li> <li>● Attachment I – NGO Profile and Programme Proposal</li> <li>● Latest annual report and audit report as separate documents or hyperlink to the documents.</li> </ul>	
2.2 Indicative timelines	Invitation for Proposal issue date	August 14 <sup>th</sup> 2023
	Deadline for requests of additional information/ clarifications	August 28 <sup>th</sup> 2023
	Deadline for submissions of proposals	September 13 <sup>th</sup> 2023
	Review of NGO submissions	September 20 <sup>th</sup> 2023
	Notification of results communicated to NGO	September 24 <sup>th</sup> 2023

### Section 3: Process and timelines



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3.1 Review & evaluation of NGO submissions	<p>Applications will be assessed by a review panel to identify organizations that have the required knowledge, skills, and capacity to support achievement of results <i>using criteria outlined in section 3.2 below</i>.</p> <p>It should be noted, however, that participation in this Invitation for Proposals does not guarantee the organization will be selected for partnership with UNFPA. Selected NGOs will be invited to enter into an implementing partner agreement and applicable UNFPA programme policy and procedures will apply.</p>									
3.2 Selection criteria	<p>Eligible organizations will be selected in a transparent and competitive manner, based on their previous experience and capacity to ensure the highest quality of service, including the ability to apply innovative strategies to meet programme priorities in the most efficient and cost-effective manner.</p> <p>UNFPA Egypt CO office will review evidence provided by the NGO submission and evaluate applications based on the following criteria:</p> <p>NB: Any proposal not submitted in specified working language will be excluded from consideration.</p> <table border="1" data-bbox="427 1071 1383 1942"> <tr> <td data-bbox="427 1071 641 1249">Governance &amp; Leadership</td> <td data-bbox="641 1071 1383 1249"> <ul style="list-style-type: none"> <li>• The organization has a clearly defined mission and goals that reflect the organization's structure and context, as well as alignment to UNFPA priority areas.</li> <li>• The organization does not have a history of fraud, complaints or service delivery issues.</li> </ul> </td> </tr> <tr> <td data-bbox="427 1249 641 1459">Human Resource</td> <td data-bbox="641 1249 1383 1459"> <ul style="list-style-type: none"> <li>• The organization has sufficient staff resources and technical expertise to implement the proposed activities.</li> <li>• The organization does not have conflicts of interest with UNFPA or its personnel that cannot be effectively mitigated.</li> </ul> </td> </tr> <tr> <td data-bbox="427 1459 641 1837">Comparative Advantage</td> <td data-bbox="641 1459 1383 1837"> <ul style="list-style-type: none"> <li>• The organization's mission and/or strategic plan focuses on at least one of the UNFPA's programme areas.</li> <li>• The organization has experience in the country or field and enjoys prominence in areas related to UNFPA's mandate.</li> <li>• The organization has a proven track record in implementing similar activities and is seen as credible by its stakeholders and partners.</li> <li>• The organization has relevant community presence and ability to reach the target audience; especially vulnerable populations and hard-to-reach areas.</li> </ul> </td> </tr> <tr> <td data-bbox="427 1837 641 1942">Monitoring</td> <td data-bbox="641 1837 1383 1942"> <ul style="list-style-type: none"> <li>• The organization has systems and tools in place to systematically collect, analyse and use programme monitoring data.</li> </ul> </td> </tr> </table>		Governance & Leadership	<ul style="list-style-type: none"> <li>• The organization has a clearly defined mission and goals that reflect the organization's structure and context, as well as alignment to UNFPA priority areas.</li> <li>• The organization does not have a history of fraud, complaints or service delivery issues.</li> </ul>	Human Resource	<ul style="list-style-type: none"> <li>• The organization has sufficient staff resources and technical expertise to implement the proposed activities.</li> <li>• The organization does not have conflicts of interest with UNFPA or its personnel that cannot be effectively mitigated.</li> </ul>	Comparative Advantage	<ul style="list-style-type: none"> <li>• The organization's mission and/or strategic plan focuses on at least one of the UNFPA's programme areas.</li> <li>• The organization has experience in the country or field and enjoys prominence in areas related to UNFPA's mandate.</li> <li>• The organization has a proven track record in implementing similar activities and is seen as credible by its stakeholders and partners.</li> <li>• The organization has relevant community presence and ability to reach the target audience; especially vulnerable populations and hard-to-reach areas.</li> </ul>	Monitoring	<ul style="list-style-type: none"> <li>• The organization has systems and tools in place to systematically collect, analyse and use programme monitoring data.</li> </ul>
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	Partnerships	<ul style="list-style-type: none"><li>• The organization has established partnerships with government and other relevant local, international and private sector entities.</li></ul>
	Innovation	<ul style="list-style-type: none"><li>• The organization actively fosters a culture of innovation and embraces novel approaches, cutting-edge technologies, and creative solutions to address complex challenges and achieve its organizational goals.</li></ul>
	Environmental Considerations	<ul style="list-style-type: none"><li>• The organization has established policies or practices to reduce the environmental impact of its activities. If no policies exist, the organization must not have a history of its activities causing a negative impact to the environment.</li></ul>
3.3 Prospective partnership agreement	UNFPA will inform all applicants of the outcome of their submissions in writing to the email address indicated in the NGO submission.	



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### Attachment I: NGO Profile and Programme Proposal (To be completed by NGO submitting proposal)

The purpose of this proposal is to provide the following information:

- Overview of the NGO,
- An outline of the activities the NGO is proposing to partner with UNFPA
- Provide UNFPA with sufficient evidence to show it meets the criteria outlined in section 3.2 of the IFP.

Information provided in this form will be used to inform the review and evaluation of NGO submissions as outlined in the Invitation for Proposals.

Section A. NGO Identification		
A.1 Organization information	Organization name	
	Address	
	Website	
A.2 Contact information	Name	
	Title/Function	
	Telephone	
	Email	
A.3 Conflict of interest statement	To your knowledge, do any staff members of your organization have personal or financial relationships with any staff of UNFPA, or any other conflicts of interest with this programme or UNFPA? If so, please explain.	
A.4. Fraud statement	Does your organization have fraud prevention policies and practices in place?	

Section B. Overview of the organization		
B.1 Annual budget	Size of annual budget (previous year, USD)	
	Source of funding	<i>Outline funding base, including local, international, and private sector donors</i>

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	Main funding partners/ donors
B.2 Staff capacity	<i>List of number and key functions of core organization staff</i>
B.3 NGO mandate and background	<i>Outline the organization's mandate and field of work, and how it aligns to UNFPA's mandate.</i>
B.4 Available expertise and specialists	<i>Outline the distinctive technical capacity of the organization to achieve results in the proposed programmatic area</i>
B.5 Experience in proposed area of work	<i>Outline of type/scope and key results achieved in proposed programmatic area in recent years, including any recognition received at local / global level for the work in the proposed area. Include a summary experience in Egypt and prior experience with any organization of the United Nations</i>
B.6 Knowledge of the local context/ Accessibility to target population	<i>Outline of presence and community relations in the location(s) the activities will be implemented in: include access to vulnerable populations and hard-to-reach areas, if any)</i>
B.7 Credibility	<i>To what extent is the NGO recognized as credible by the government, and/or other key stakeholders/partners?</i>
B.8 Monitoring	<i>Outline the systems in place (policies, procedures, guidelines, and other tools) that systematically collect, analyses and use programme monitoring data</i>

### Section C. Proposal overview

C.1 Programme title	
C.2 Results to which the programme contributes	<i>Refer to Section 1.3 of the Invitation for Proposal</i>
C.3 Proposed programme duration	<i>From MM/YYYY to MM/YYYY</i>
C.4 Proposed Programme budget	

### Section D. Proposed interventions and activities to achieve intended results



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D.1 Programme Summary	<p><i>This section should provide a brief summary of the programme.</i></p> <p><i>It should include a problem statement, the context and the rationale for the Programme:</i></p> <ul style="list-style-type: none"> <li>● <i>Overview of the existing problem;</i></li> <li>● <i>How the problem is linked to global/regional/national priorities and policies; and</i></li> <li>● <i>The relevance of the programme in addressing problem identified</i></li> </ul>
D.2 Organizational background and capacity to implement	<p><i>This section should briefly explain why the proposing organization has the experience, capacity and commitment to successfully implement the workplan.</i></p>
D.3 Expected results	<p><i>“What” this programme will achieve - programme objectives and expected results</i></p>
D.4 Description of activities and budget	<p><i>This section includes a detailed description of budgeted activities to be undertaken to produce the expected results. Clear linkages between activities and results must be indicated. The applicant should include a separate excel spreadsheet with full details of activities and associated budget.</i></p>
D.5 Gender, Equity and Sustainability (optional)	<p><i>Explain briefly the practical measures taken in the programme to address gender, equity and sustainability considerations</i></p>
D.6 Environmental impact	<p><i>Outline the likely environmental impact of the programme, if any.</i></p>
D.7 Other partners involved	<p><i>This section outlines other partners who have a role in programme implementation, including potential sub-contractees and other organization providing technical and financial support for the programme</i></p>
D.8 NGO contribution	<p><i>This section briefly outlines the partner specific contribution to the programme (monetary or in-kind)</i></p>
D.9 Additional documentation	<p><i>Additional documentation can be mentioned here for reference</i></p>

### Section E. Programme Risks and Monitoring

E.1 Risks	<p><i>Identify major risk factors that could result in the proposed activities not being successfully implemented and any key assumptions on which the proposed intervention is based. Include any actions the organization will undertake to address/reduce identified risk(s).</i></p>
E.2 Monitoring	<p><i>This section briefly outlines the monitoring activities</i></p>



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### Section F. References

Please provide 3 references to support your proposal. Include name, title, contact information and brief summary of relationship.

Reference 1:

Reference 2:

Reference 3:

### Section G. Preventing Sexual Exploitation and Abuse (PSEA) Capacity Assessment

Please note, the results of this assessment may be shared with other United Nations entities

G.0  
Preliminary  
Screening

Does the organization have direct contact with beneficiaries?

Yes  No

If your response is no, stop here and do not complete this section. However, please note if your organization begins working with beneficiaries at a later date, UNFPA will require your organization to fill out a self-assessment.

If yes, please continue.

Has the organization's PSEA capacity been assessed by a UN entity in the last 5 years?

Yes  *If yes, share the assessment rating and supporting documentation with UNFPA and do not complete this section.*

No  *If no, complete G.1 through G.8*

G.1 Policy  
Requirement

*Please provide supporting documentation for any fields marked "Yes".*

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

Yes  No

Supporting documentation may include:

Code of Conduct (internal or interagency)

PSEA policy

Documentation of standard procedures for all personnel to receive/sign PSEA policy

Other (please specify):



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G.2 Subcontracting	<p>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.</p> <p>Yes <input type="checkbox"/>      No <input type="checkbox"/>      *N/A <input type="checkbox"/></p> <p>Supporting documentation may include:</p> <p><input type="checkbox"/> Contracts/partnership agreements for sub-contractors</p> <p><input type="checkbox"/> Other (please specify):</p> <p><i>* Please Note: If the partner notes that it does not have subcontractors in the self-assessment this core standard is not applicable and UNFPA will assess this core standard as N/A. However, if this situation changes and the same partner subsequently subcontracts activities to another entity, this would warrant a re-assessment.</i></p>
G.3 Recruitment	<p>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.</p> <p>Yes <input type="checkbox"/>      No <input type="checkbox"/></p> <p>Supporting documentation may include:</p> <p><input type="checkbox"/> Reference check template including check for sexual misconduct (including reference from previous employers and self-declaration)</p> <p><input type="checkbox"/> Recruitment procedures</p> <p><input type="checkbox"/> Other (please specify):</p>
G.4 Training	<p>Your organization holds mandatory trainings (online or in-person) for all IP employees and associated personnel<sup>1</sup> (herein "personnel") on PSEA and relevant procedures. The training should, at a minimum include:</p> <ol style="list-style-type: none"><li>1) a definition of SEA (that is aligned with the UN's definition);</li><li>2) an explanation on prohibition of SEA; and</li></ol>

<sup>1</sup> Associated personnel include sub-contractors, consultants, interns or volunteers and others associated with or working on behalf of the Partner.



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	<p>3) actions that personnel are required to take (i.e. prompt reporting of allegations and referral of victims).</p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Supporting documentation may include:</p> <ul style="list-style-type: none"><li><input type="checkbox"/> Training package</li><li><input type="checkbox"/> Attendance sheets</li><li><input type="checkbox"/> Training certificates</li><li><input type="checkbox"/> Other (please specify):</li></ul>
G.5 Reporting	<p>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).</p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Supporting documentation may include:</p> <ul style="list-style-type: none"><li>· Internal Complaints and Feedback Mechanism</li><li>· Participation in joint reporting mechanisms</li><li>· Communication materials</li><li>· PSEA awareness-raising plan</li><li>· Description of reporting mechanism</li><li>· Whistle-blower policy</li><li>· Other (please specify):</li></ul>
G.6 Assistance	<p>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.</p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Supporting documentation may include:</p> <ul style="list-style-type: none"><li>· Internal or Interagency referral pathway</li></ul>



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	<ul style="list-style-type: none"><li>· List of Available service providers</li><li>· Description of referral or Standard Operation Procedure (SOP)</li><li>· Referral form for survivors of GBV/SEA</li><li>· Guidelines on victim assistance and/or training on GBV and GBV case management principles</li><li>· Other (please specify):</li></ul>
G.7 Investigations	<p>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.</p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Supporting documentation may include:</p> <ul style="list-style-type: none"><li>· Written process for review of SEA allegations</li><li>· Dedicated resources for investigation(s) and/or commitment of partner for support</li><li>· PSEA investigation policy/procedures</li><li>· Contract with professional investigative service</li><li>· Other (please specify):</li></ul>
G.8 Corrective Measures	<p>Your organization has taken appropriate corrective action in response to SEA allegations, if any.</p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/></p> <p>Supporting documentation may include:</p> <ul style="list-style-type: none"><li>· Evidence of implementation of corrective measures identified by the UN partner entity, including capacity strengthening of staff.</li><li>· Specific measures to identify and reduce risks of SEA in programme delivery.</li><li>· Other ((please specify):</li></ul>