



# Investigations Workshop

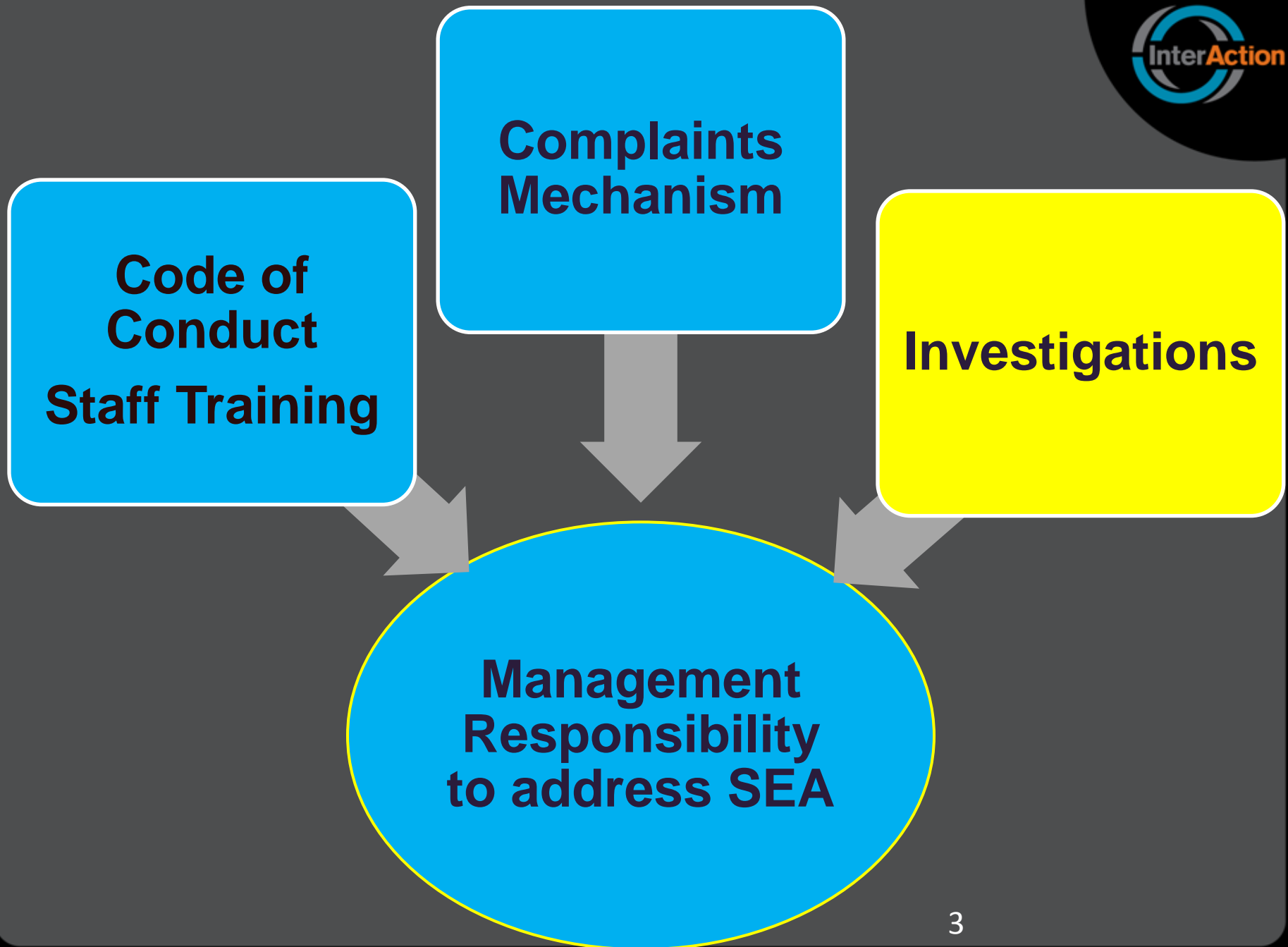
Sexual Exploitation and Abuse

Complaints  
Mechanism

Code of  
Conduct  
Training &  
Supervision

Investigations

**Management  
Responsibility  
to address  
SEA**



# Introductions

- Name – how you would like to be called
- Organization you work for
- Where you are based and geographic areas you may support/cover
- Your role/job

# A few questions for everyone

Have you attended any type of  
SEA training before?

Do you believe you have a fairly solid general understanding of SEA, why it occurs, and what should be done?

Are there clear policies, procedures and/or protocols in your organization for SEA standards, complaints, and investigations?



Were you involved in developing  
your organization's SEA  
policies and procedures?

Have you witnessed behavior in the field that looked to you like possible SEA?

If you have concerns or suspicions about SEA occurring in your organization, do you know what to do?

Do you think staff at all levels  
(field and HQ) in your  
organization understand SEA?

Do you think staff at all levels  
(field and HQ) know what to  
do if they suspect SEA?

Are you aware of any SEA  
complaints against a staff  
member – in your organization  
or in another organization?

Have you conducted or participated in an investigation of an SEA complaint?

Do you have experience  
interviewing individuals for the  
purpose of information  
gathering?



# Expectations



# Workshop objectives



Participants will learn how to:

1. Write an investigation plan that adheres to a set of core principles and includes both accountability and responsibilities for carrying out the investigation and follow-up plan.
2. Ensure that investigations are conducted according to previously agreed protocols and procedures, and are in line with global good practices.
3. Assess, review, and advise on matters pertaining to the needs of the victims, witnesses, and subjects of investigations.
4. Write a comprehensive investigation report.

# Agenda

Housekeeping

Ground rules

Announcements

# Knowledge Check