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| **Myanmar PSEA Network Action Plan 2023** |
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| **Management and Coordination** |
| **Priority** | **Action point** | **Timeline** | **Responsible** |
| 1. Update the PSEA Focal Point directory
 | 1. Send email to update focal point list to network partners
2. Update and share contact list (upon request)
3. Share PSEA Focal TOR with the sub-national colleague
 | Bi-annually | PSEA CoordinatorPSEA Coordinator/ PSEA Sub-national lead for sub-national mailing list  |
| 1. Review and update PSEA Strategy, Action Plan and PSEA Network TORs (Including sub-national network)
 | 1. Review and revise PSEA Strategy
2. Revise PSEA Action Plan
3. Review the PSEA Network TOR and revise, as necessary
4. Present revisions to the PSEA Strategy, Action Plan and Network TORs at HCT Meeting
5. Share final revised strategy, Action Plan and TORs with PSEA Network and relevant partners
6. Upload revised documents to MIMU webpage
 | Quarter II | TWGTWGTWGPSEA coordinator/RC/HCPSEA CoordinatorPSEA CoordinatorSub-national lead for respective sub-national network TOR |
| 1. Regular conduct of PSEA Induction for UNCT, HCT leadership
 | 1. Organize annual PSEA Induction - possibly linking with UNDSS induction
 | Quarter I | PSEA Coordinator PSEA Network Co-Leads  |
| 1. Coordinate a UNCT, HCT Leadership Dialogue on PSEA
 | 1. Dedicated session at UNCT and HCT on accountability for leadership
 | 1/year- date agreed with RCO  | PSEA Coordinator PSEA Network Co-Leads  |
| 1. Develop a PSEA compliance tracker and undertake a joint tracking of PSEA Minimum Operating Standards (MOS)compliance (for HCT and UNCT)
 | 1. Promote MIMU PSEA Self-assessment portal
2. Survey to the network members on MOS/Network TOR on membership and analyze and share
 | Quarter I  | PSEA Coordinator PSEA Sub-national lead  |
| 1. Timely reporting on action plan progress
 | 1. Hold regular network meetings
2. Report regularly to HCT on PSEA activities, challenges, progression of action plan etc.
3. Continue to update the MIMU page to share information and track progress made on AP. Including the option to share training tools, policies etc.
4. Network members and UN agencies to provide PSEA work plan
5. Develop calendar to support coordination and planning
6. Gather non-confidential information on prevention and reporting of cases: high level overview and analysis, lessons learnt to reassess priorities and update the PSEA Network action plan (annual activity)
7. Bi-annual review and updating of Action Plan
8. Prepare annual PSEA Network Report at global level on behalf of the RC/HC
 | Bi-monthly; 2nd Tuesday, 10.00 AM – 12.00 Pm quarterly/annually | PSEA Coordinator and PSEA Network co-leadsPSEA Coordinator and PSEA Network co-leads PSEA Coordinator PSEA CoordinatorPSEA CoordinatorNetwork members/PSEA CoordinatorNetwork members/PSEA CoordinatorPSEA CoordinatorPSEA Network Co-Leads |
| 1. Establish/strengthen field level PSEA networks in target locations (if not already established)
 | 1. Review or agree on TORs for the field PSEA network
2. Support field-level PSEA networks/communities of practice and capacity building of the subnational facilitator in Kachin, Southern, Northern and Eastern Shan, SE region of Myanmar and Rakhin States.
3. Risk analysis for each field level PSEA network/CoP (if possible, using available data of GBV IMS)
4. Set up subnational network in priority locations
5. Regular catch-up meeting of PSEA Network PSEA Coordinator with national and sub-national co-leads
 | Ongoing  | PSEA CoordinatorTWGPSEA Coordinator/Network members(UNHCR \_ protection, UNFPA GBV SS)  |
| 1. Engage with other networks to increase PSEA awareness
 | 1. Regularly join the (monthly) meetings of the prominent networks in Myanmar (INGO network, Myanmar NGO Network, Disability Teashop) and raise awareness about PSEA at least 3 times/year
2. Advocate smaller MNGO to participate in (Burmese speaking) sub-national network or PSEA CSO Forum
3. HCT and UNCT members to provide written updates on PSEA activities in response to specific questions on progress
4. Mainstream key PSEA messages into all clusters, and relevant working groups
5. Participate in national and sub-national ICCG, AAP. GiHA CoP and/or ensure coordination with these groups
 | Ongoing Quarterly | PSEA Coordinator/Network membersPSEA Coordinator/RC/HCPSEA Coordinator/OCHA |
| 1. Ensure funding for PSEA Network activities 2023
 | 1. Advocate to donors to fund PSEA network activities
2. Secure funding for activities
3. Action plan of the sub-national network and fundraising if needed
 | Ongoing  | PSEA Coordinator/RC/HCPSEA Coordinator |
| 1. Update the reporting framework/ SEA information-sharing guidelines/protocol
 | 1. TWG Review and the Workshop on the information-sharing guidelines (which is adopted in 2020)
2. Circulate among Network members for feedback and voluntary signature
3. Maintain the PSEA Network email and the PSEA Hotline
 | Ongoing  | PSEA CoordinatorTWGNetwork members |
| **Community engagement and support** |
| 1. Develop context specific awareness-raising tools for communities to understand standards of staff CoC and how to report
 | * 1. Conduct assessment of community dynamics, help-seeking behavior regarding SEA and barriers to reporting where not already completed
	2. Network members to share best practices for engaging communities (ongoing as in PSEA Network Meeting)
	3. Review existing methodologies and share best practices
	4. Support field based PSEA Networks to develop methodology
	5. Develop and disseminate national-level awareness-raising tools
	6. Pilot tools in select locations and communities
	7. Network members give feedback to Network
	8. Review and adjust
 | Ongoing  | ActionAid/Network membersNetwork membersPSEA Coordinator/TWGSub-national lead |
| 1. Conduct awareness-raising activities in communities on standards of staff conduct and how to report allegations
 | 1. PSEA messages are integrated in awareness raising activities (such as GBV sub-cluster member)
2. Monitor activities, ensuring specific vulnerability groups (e.g. PWD) are able to access and understand messages
 | Ongoing | Network membersGBV Sub-cluster  |
| **Response (Working closely with GBV, CP, GiHA and AAP working Group)** |
| 1. Develop inter-agency complaints referral mechanism (eg how to refer a complaint from different organizations)
 | 1. Evaluate and update, as needed, the Network guidelines for *inter-organizational complaints referrals* based on IASC guidance and the Technical Group review
2. Share GBV and CP referral pathway with Network members for PSEA response
3. Update PSEA-GBV service mapping jointly with GBV SC-
 | Quarter IOngoing  | PSEA CoordinatorTWGCoordinator/Network membersPSEA Coordinator GBV Sub-Cluster CP Sub-Cluster |
| 2. Ensure accessible reporting systems | 1. Select groups based on vulnerability for focus group discussions
2. Draft questions
3. Conduct focus group discussions
4. Analyze results and make recommendations
5. Adjust CBCM
6. Promote interagency helpline using mobile app, the vibe group, training slides etc.
 | Ongoing  | Field networksTWG (CBCM)Network membersTWG (CBCM)TWG (CBCM)AAP  |
| 3. Strengthen Pool of investigators  | 1. Engage trained investigators to PSEA Network members (and integrate into inter-organization PSEA referral mechanism)
2. Agree on funding commitments to support investigations
3. further training and networking (experience sharing of the PSEA investigator)
 | Ongoing  | PSEA CoordinatorTWG/Field networksTrainerPSEA Coordinator/TWGPSEA Coordinator/TWGTWG/NetworkPSEA Investigator Pool  |
| 4. Strengthen/improve Victim assistance  | 1. Engage with UN system and funds to roll out of the victim assistance protocol (Develop SOP for the victim fund)
2. Review the SOP for survivor fund and determine if it’s useful to try to fund in 2023
3. Working with GBV SC/Working groups to train GBV service providers
 | Ongoing | PSEA Coordinator UNFPA /MHF GBV SC |
| **Prevention**  |
| 1. Conduct of PSEA Refresher Trainings including training PSEA Focal Points on TORs, SOPs and Referral Mechanisms
 | 1. Review the training design of the PSEA focal person training using the survey including the approval letter from supervisor to commit on PSEA work)
2. Conduct training in the geographic areas of Kachin, Northern Shan, and Southeast
3. Review the minimum PSEA training package
4. Learning series /CSO Forum on PSEA bi-monthly
5. Promote peer to peer support, online platform such as Agora, Mobile App, Viber PSEA community
 | Quarter II | TWG (training)Field networks/Network members |
| 2. Develop and field test the awareness raising materials for staff on PSEA and/or Codes of Conduct  | 1. Develop and field tested the awareness materials in selected geographical areas
2. Review workshop on the PSEA awareness materials
3. Disseminate and upload on the website
 | Quarter IV | TWG (training)PSEA CoordinatorUNFPA-MHF  |
| 3. Implement SEA risk assessments | 1. Work with members at sub-national levels to conduct multi-sector SEA risk assessments
2. Identify key recommendations
3. Present the findings and recommendations to each cluster/working group and seek commitments for action
4. Follow up at 6-month mark on the status of implementation of the recommendations
5. Repeat SEA risk assessment at 12-month mark
 | Ongoing | PSEA CoordinatorField-based coordinators  |