

# SEAH HARMONISED REPORTING SCHEME

WHY AND HOW TO JOIN

The Harmonised Reporting Scheme (HRS) aims to increase transparency and reduce under-reporting on sexual exploitation, abuse and harassment (SEAH) in the aid sector through a harmonised framework for SEAH reporting and trends analysis.

The HRS collects comparable data on SEAH to support trend analyses and learning from aggregated data, which informs policies and strategies aimed at improving outcomes for victim/survivor's and prevention interventions.

## WHAT IS THE ADDED VALUE OF JOINING THE HRS?

- Benefit from streamlined SEAH reporting, with the objective to reduce the reporting burden for organisations by reporting SEAH in the same way to all main donors.
- Access bi-annual trends and analytical reports to better prevent SEAH, mitigate risks and improve their response
- Exclusive access to aggregated data visuals on the HRS platform, which can be tailored to different needs.
- Exchange on challenges and lessons learned on SEAH with peers and access to learning events on using the SEAH evidence to improve organisational strategies and programs.
- Show commitment to accountability and transparency.

## WHAT IS EXPECTED FROM HRS PARTICIPANTS?

**Report non-identifiable data on SEAH incidents** using the agreed-upon template (see page 2) every 6 months onto the HRS online platform.

- Data is aggregated with other reported data. No personal information is collected, either on the victim/survivor, the alleged perpetrator, or the organisation all incidents are fully anonymised.
- The time commitment depends on the caseload and what your organisation already has in place in terms of SEAH data collection. If your organisationalready has an internal database where SEAH incidents are stored, reporting to the HRS should only take onaverage one hour every 6 months.

## WHAT IS THE PROCESS TO BECOME A HRS PARTICIPANT?

Any organisation operating in the aid sector (non governmental -national or international - or private sector) can express their interest to join by contacting hrs.seah@chsalliance.org A data sharing agreement is signed between the CHS Alliance and the head of the interested organisation, outlining the reporting process and data protection obligations.

The organisation receives an induction and log in credentials to the platform.

They start reporting from the end of the ongoing reporting period, and continue to do so every 6 months\*.

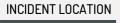
<sup>\*</sup> If the organisation does not yet collect all the data required by the Scheme, it is possible to only report available data, and select "do not routinely collect this information" for data which is not yet collected.

# HARMONISED REPORTING FRAMEWORK

The HRS collects data on the following data fields for cases of sexual exploitation, sexual abuse, and sexual harassment. Each organisation uploads the following information per incidents onto a secure platform bi-annually.

For all data fields, organisations may select the following options: "do not wish to disclose", "do not routinely collect", "risk of identification", and "unknown for another reason".

#### GENERAL INFORMATION ON THE INCIDENT



Country

### DATE OF INCIDENT

Year / Month

### TYPE OF ALLEGATION

Sexual exploitation

Sexual abuse

Sexual harassment

### REPORTING CHANNEL

Community-based complaints mechanism

Community leader

PSEAH focal point

Reported to a staff from my organisation

Reported by another organisation

PSEAH Network or other coordinating body

Internal whistleblowing channel

Referral from public service

Other

# PROFILE OF PERSON REPORTING INCIDENT

Staff or my organisation

Staff of other

Victim/survivor

Member of survivor's/ victim's family

Community volunteer

Other community

Anonymous

Other

# OVERALL STATUS OF REMEDIAL ACTIONS THE ALLEGATION Training of staff or

Substantiated

Unsubstantiated

Criminal case - reported

to authorities

Unconclusive

Not investigated

Other

Incident management

ongoing (open case)

Training of staff or affiliated personel

Community awareness raising

HR risk mitigation measures

Programmatic risk mitigation measures

PSEAH action plan

None

Other

Incident management ongoing (open case)

#### INFORMATION ON THE VICTIM/SURVIVOR

Medical assistance

Mental health &

psychosocial assistance

Legal assistance

Organisations may select "no survivor identified " to skip this section, or add multiple survivors for one incident.





Victim/survivor did not seek assistance

Physical protection

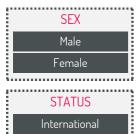
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No assistance available
Other

Incident management ongoing (open case)

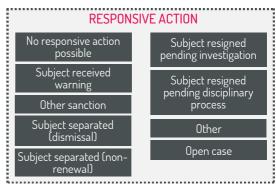
### INFORMATION ON THE ALLEGED PERPETRATOR

Organisations may select "no perpetrator identified " to skip this section, or add multiple perpetrators for one incident.



National





#### IF RELEVANT, REASON WHY NO RESPONSIVE ACTION WAS TAKEN

N/A (unsubstantiated)

Victim/survivor did not give consent

Risk for victim/survivor deemed too high

Complainant did not cooperate

Lack of internal capacity or resources

No jurisdiction over allegation

No access to the area of the incident

Insufficient information to assess allegation

Determined not to be SEAH (reclassified)

Other