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**Executive Board of the United Nations  
Human Settlements Programme  
First session of 2023**  
Nairobi, 28–29 March 2023  
Item 9 of the provisional agenda\*

**Annual report on action by UN-Habitat to strengthen  
protection against sexual and any other type of  
exploitation and abuse and against sexual harassment  
in the workplace**

## **Action by UN-Habitat to strengthen protection against sexual and any other type of exploitation and abuse and sexual harassment in the workplace**

### **Report of the Executive Director**

1. In paragraph 4 (e) of decision 2019/4, the Executive Board decided to consider, at its first session of each year, an annual report on actions taken by the United Nations Human Settlements Programme (UN-Habitat) to strengthen protection against sexual exploitation and abuse and against sexual harassment in the workplace, as well as any other kind of exploitation or abuse.
2. Recognizing the importance of transparency and accountability in the United Nations system with respect to fighting sexual exploitation and abuse, since January 2018, the Secretary-General has requested members of the United Nations System Chief Executives Board for Coordination to certify annually to their governing bodies, through a management letter, that they have (a) fully and accurately reported all credible allegations of sexual exploitation and abuse related to United Nations staff and affiliated personnel serving in their organization; and (b) made training on the prevention of sexual exploitation and abuse available to their staff and affiliated personnel. The Secretary-General has further requested that heads of entities provide information on how their organization ensures that its implementing partners have minimum standards in place to prevent and respond to sexual exploitation and abuse.
3. Accordingly, the requested management letter from the Executive Director covering the period from 1 January to 31 December 2022 is set out in the annex to the present report, for consideration by the Executive Board at its first session of 2023. The management letter has also been shared with the Secretary-General.
4. In addition to its efforts to combat sexual exploitation and abuse, UN-Habitat reaffirms its commitment to zero tolerance of any act of harassment, including sexual harassment, discrimination or abuse of authority, and is wholly and firmly committed to ensuring that all staff are aware of the policies currently in place (such as the Secretary-General's bulletin ST/SGB/2019/8 on addressing discrimination, harassment, including sexual harassment, and abuse of authority), as well as the actions to be taken in respect thereof.

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\* HSP/EB.2023/1.

5. UN-Habitat is also committed to adopting the United Nations protocol on the provision of assistance to victims of sexual exploitation and abuse. The protocol takes a survivor-based approach and has guiding principles aimed at ensuring, among other things, that the rights and best interests of victims guide how assistance and support are designed and provided.
6. There have been no reported allegations of sexual exploitation and abuse or sexual harassment involving UN-Habitat staff or non-staff personnel since the last session of the UN-Habitat Executive Board in November 2022.
7. The report of the Secretary-General on special measures for protection from sexual exploitation and abuse (A/76/702), prepared pursuant to General Assembly resolutions 71/278, 71/297, 72/312, 73/302 and 75/321, contains updated information on United Nations measures to strengthen the prevention of and response to sexual exploitation and abuse, as well as data on relevant allegations in 2021. The Secretary-General's report for 2022 will be made available online once published.

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**Annex\*****End-of-year management letter on protection from and reporting of allegations of sexual exploitation and abuse**

In accordance with Section 4.6 of the Secretary-General's Bulletin on "Special measures for protection from sexual exploitation and sexual abuse" (ST/SGB/2003/13), and consistent with the directive of the Executive Board of the United Nations Human Settlements Programme, ("UN-Habitat"), paragraph (b) 3 of Decision 2022/[A] adopted by the Executive Board of UN-Habitat during its second session for the year 2022 from 21 to 23 November 2022, and, as contained in document HSP/EB.2022/CPR5/Rev.3, I, Maimunah Mohd Sharif, Under-Secretary-General and Executive of UN-Habitat, hereby certify that UN-Habitat has reported to the Secretary-General all allegations of sexual exploitation and abuse that have been brought to its attention and has taken all appropriate measures to address such allegations, in accordance with established rules and procedures for dealing with cases of staff misconduct. For the year 2022, there have been no reported allegations of sexual exploitation and abuse or sexual harassment involving UN-Habitat staff or its non-staff personnel.

Furthermore, UN-Habitat staff members and related personnel<sup>1</sup> have completed the training on the prevention of sexual exploitation and abuse, and have been informed of their individual obligation to report incidents. UN-Habitat has been proactive in raising awareness of its staff members and related personnel, regarding the prohibition of sexual exploitation and abuse and ways of reporting such acts, and UN-Habitat has engaged in outreach efforts to raise the awareness of the affected population and beneficiaries of assistance, regarding the prohibition of sexual exploitation and abuse and the ways of reporting such acts. UN-Habitat has also submitted the annual Action Plan on measures undertaken to prevent and respond to sexual exploitation and abuse and conducted and acted upon the results of risk assessments for each of its field operations and programmes and continue to review these on an ongoing basis, and have properly addressed the victims' rights to assistance and support.

UN-Habitat is committed to not partner with any implementing partner that fails to appropriately address sexual exploitation and abuse and sexual harassment. As such, consistent with the United Nations standard conditions of contract, UN-Habitat reaffirms that all its Agreements of Cooperation with its implementing partners incorporates conditions relating to sexual exploitation and abuse of which, obligates implementing partners to take all appropriate measures to prevent sexual exploitation or abuse of any one by it or by any of its employees or any other persons who may be engaged by the implementing partner to perform services under the respective Agreement of Cooperation between UN-Habitat and the implementing partner. Moreover, the said condition requires implementing partners to refrain from, and take all reasonable and appropriate measures to prohibit its employees or other persons engaged or controlled by it from any form of sexual exploitation and abuse. UN-Habitat is also working hard towards ensuring that its implementing partners undergo training in the prevention of sexual exploitation and abuse.

UN-Habitat further reaffirms that it has a headquarters-based prevention of sexual exploitation and abuse, ("PSEA"), focal points. Additionally, regional level PSEA focal points have also been identified. Together with senior management, UN-Habitat's PSEA focal points work, inter alia, to ensure that all its staff and non-staff personnel are availed the requisite training pertaining to the prevention of sexual exploitation and abuse and, raise awareness of the prohibition of sexual exploitation and abuse and ways of reporting such acts in a safe and confidential manner.

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\* The letter in the present annex is presented as sent on 30 December 2022, without formal editing.

<sup>1</sup> United Nations staff and related personnel include United Nations staff members, individual consultants/contractors, interns, National Officers, United Nations Volunteers, affiliated personnel and contingent members.

Recognizing the requirement for leadership, transparency and accountability if we are to eradicate sexual exploitation and abuse within the United Nations system, I hereby certify that I have exercised my duties in this regard in good faith and to the very best of my abilities.

30 December 2022



**Maimunah Mohd Sharif**  
Under-Secretary-General and Executive Director

**Copy:**  
**Executive Office of the Secretary-General**

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