

Subject line: Requirements on reporting and responding to allegations of sexual exploitation, abuse and harassment (SEAH) for Global Fund recipients

Geneva, 26 June 2023

Dear Principal Recipient,

We are contacting you with a reminder on key requirements for Principal Recipients, initially shared on [10th May 2021](#) through an Operational Update, on the [Code of Conduct for Recipients of Global Fund Resources](#) (Code of Conduct for Recipients) and the [Code of Conduct for Global Fund Suppliers](#).

The codes were updated in 2021 to include specific provisions related to protection from sexual exploitation, abuse and harassment (PSEAH). These provisions are in line with Global Fund principles of country ownership, transparency, accountability, integrity and respect for universal human rights.

As mentioned in the above [Code of Conduct for Recipients](#), Principal Recipients must ensure that all entities currently receiving Global Fund resources, including recipient representatives and sub-recipients, are aware of these requirements and notify the Global Fund as soon as they have knowledge of allegations of sexual exploitation, abuse and harassment ([see Annex 1](#) for guidance).

These requirements must be integrated in any existing guidelines or codes of conduct, and all future contracts with recipient representatives related to the receipt, disbursement, procurement, or management of Global Fund resources.

Establishing safe, confidential, and effective reporting channels that encourage disclosure of allegations of wrongdoing is key, including widely communicating these channels to beneficiaries and stakeholders. These reporting channels will enable implementers to respond quickly and effectively to allegations of any wrongdoing, including concerns related to sexual misconduct in connection with Global Fund grant activities.

The Global Fund has zero tolerance for inaction regarding sexual exploitation, abuse and harassment. These are a violation of a person's rights and contrary to the Global Fund's values. The Global Fund takes allegations seriously as shown in the [reports published](#) by its independent Office of the Inspector General.

For questions, information or support related to PSEAH under the Codes of Conduct for Recipients or Suppliers, please contact the PSEAH Coordination Unit (PCU) in the Ethics Office at pseah@theglobalfund.org.

Sincerely,

Susanne Kuehn
Chief Ethics Officer,
Ethics Office

Mark Eldon-Edington
Head,
Grant Management Division

CC:

Peter Sands, Executive Director

Tracy Staines, Inspector General, Office of the Inspector General

Annex 1. Guidance for reporting allegations of sexual exploitation, abuse and harassment (SEAH) to the Global Fund

1. Obligation to report SEAH allegations to the Global Fund

Recipients and Recipient Representatives must notify the Global Fund **as soon as they have knowledge of allegations** of sexual exploitation, abuse and harassment.

2. Who should report, and what should be reported?

Although any person can and should report concerns related to SEAH, your designated PSEAH Focal Point should ensure that all such reports are made to the Global Fund in a timely manner.

Helpful details to include when reporting, to the degree known:

- A brief summary of the nature of the concern;
- When the incident took place;
- Where the incident took place;
- Status of the victim/survivor/complainant (e.g., junior staff, beneficiary of Global Fund funding, etc.);
- Whether the victim/survivor/complainant is under 18 years old or an adult;
- Employment status of the subject of the complaint (e.g., senior staff);
- Risk analysis and mitigating actions taken to ensure the safety of any person at risk;
- Any further actions that are planned with estimated timelines for action.

3. How to report?

There are several available reporting channels:

- Office of the Inspector General hotline@theglobalfund.org
- Ethics Office ethics@theglobalfund.org
- Global Fund Country Team or any other staff member
- Global Fund hotline: <https://www.ispeakoutnow.org/report-now-en/> - the easy-to-use reporting channel online or via email, telephone, or letter.