

ELPIS REHABILITATION SERVICES (ERS)



“Restoring Your Functional Ability”

**Protection against Sexual Exploitation, Abuse,
and Harassment (PSEAH) Policies Manual**

Contents

Introduction	3
Policy Statement	3
Definitions	3
Scope	3
Principles	3
Prevention Measures	3
Reporting Procedures	4
Investigation Process	4
Support and Assistance	4
Confidentiality	4
Disciplinary Actions	4
Monitoring and Evaluation	4
Training and Awareness	4
Review and Revision	5
Contact Information	5
Conclusion.	5

Introduction.

Elpis Rehabilitation Services is committed to providing a safe and respectful environment for all individuals, including persons living with disabilities, who access our services. This Protection against Sexual Exploitation, Abuse, and Harassment Policies Manual outlines the procedures and guidelines that govern our organization's approach to preventing and addressing instances of sexual exploitation, abuse, and harassment.

Policy Statement

Elpis Rehabilitation Services maintains a zero-tolerance policy towards all forms of sexual exploitation, abuse, and harassment. We are committed to upholding the rights and dignity of every individual we serve and ensuring their safety and well-being at all times.

Definitions

Sexual exploitation: Any form of sexual activity or behavior that takes advantage of an individual's vulnerability, including but not limited to coercion, manipulation, or the exchange of goods or services for sexual favors.

Sexual abuse: Any non-consensual sexual activity or behavior, including but not limited to physical assault, molestation, rape, or any other form of sexual violence.

Sexual harassment: Unwelcome or unwanted behavior of a sexual nature, including but not limited to verbal comments, gestures, or physical contact, that creates a hostile or offensive environment.

Scope

These policies apply to all staff members, volunteers, contractors, and individuals associated with Elpis Rehabilitation Services, including service users and their caregivers.

Principles

- Respect for dignity and autonomy.
- Non-discrimination and equality.
- Confidentiality and privacy.
- Transparency and accountability.
- Victim-centered approach.
- Prevention-focused mindset.

Prevention Measures

- Clear communication of policies and expectations regarding behavior.
- Training and education on recognizing and preventing sexual exploitation, abuse, and harassment.
- Promotion of a culture of respect and accountability.
- Implementation of appropriate boundaries and codes of conduct.
- Regular monitoring and supervision of interactions.

Reporting Procedures

Any suspicion or incident of sexual exploitation, abuse, or harassment must be reported immediately to the designated authorities within the organization.

Reports can be made anonymously if preferred, and whistleblowers will be protected from retaliation. All reports will be taken seriously and investigated promptly and impartially.

Investigation Process

Upon receiving a report, an investigation will be conducted by trained personnel in accordance with established procedures. The privacy and confidentiality of all parties involved will be respected throughout the investigation process.

Findings will be documented and appropriate actions will be taken based on the severity of the incident and the organization's policies.

Support and Assistance

Victims/survivors will be provided with immediate support and assistance, including access to medical care, counseling, and legal services if needed.

The organization will facilitate referrals to external support services as necessary.

Confidentiality

Information related to reports of sexual exploitation, abuse, and harassment will be treated with the utmost confidentiality, with disclosure limited to those directly involved in the investigation and resolution process.

Disciplinary Actions

Individuals found to have engaged in sexual exploitation, abuse, or harassment will be subject to disciplinary actions, up to and including termination of employment or volunteer status.

Legal action may be pursued in cases of criminal behavior.

Monitoring and Evaluation

The effectiveness of these policies will be regularly monitored and evaluated to identify areas for improvement.

Feedback from staff, service users, and other stakeholders will be solicited and incorporated into ongoing efforts to prevent and address sexual exploitation, abuse, and harassment.

Training and Awareness

All staff members and volunteers will receive comprehensive training on these policies and procedures upon joining the organization and regularly thereafter.

Awareness-raising campaigns and educational initiatives will be conducted to promote a culture of safety and respect.

Review and Revision

These policies will be reviewed and updated periodically to ensure compliance with relevant laws and regulations and reflect best practices in the field. Feedback from stakeholders will be solicited during the review process.

Contact Information

For questions, concerns, or to report an incident, please contact: 0756136363/0784413229.

Conclusion.

Elpis Rehabilitation Services is committed to fostering a safe and supportive environment for all individuals, including persons living with disabilities, and will continue to prioritize the prevention and response to sexual exploitation, abuse, and harassment. These policies reflect our dedication to upholding the highest standards of integrity, accountability, and respect for human rights.