

Date	22 August 2024	Location	Hybrid - UNICEF office and online on MS Teams
Chair & Co chair	UNICEF, UNHCR, Animus Association	Note taking / minutes	UNHCR
Participating organizations and members	Animus Association (Antoaneta Vassileva, Maria Tchomarova, Vasilena Sadakova), Bulgarian Helsinki Committee (Vladimir Milev), Caritas (Konstantin Ivanov), Council for Refugee Women in Bulgaria (Linda Awanis, Amanjot Kaur), Foundation for Access to Rights (Magdalena Miteva), Foundation Situation Centre Open Doors (Radina Dimitrova), IOM (Annie Raykov), UNHCR (Hayoung Kim, Snezhana Zheleva, Petya Tsekova, Rukiya Abdul Aziz), UNICEF (Dani Koleva), Ukraine Support and Renovation Foundation (Daria), WHO (Nela Vamporova)		
Agenda	<ol style="list-style-type: none"> 1. Welcome, tour de table and review of proposed agenda 2. Up-date on PSEA SOPs development process 3. Presentation/sharing on PSEA Information catalogue 4. Presentation/sharing of PSEA training programme developed in Bulgarian 5. Up-date on Socio-Economic Insights Survey (SEIS) GBV/PSEA results and next steps 6. Discussion/Q&A session 7. AOB 		
Agenda Point	Summary	Agreed Decisions / Follow-Up Actions	
Update on PSEA SOPs development process	<p>PSEA SOP Process</p> <ul style="list-style-type: none"> • Guiding Principles, Objective and Scope: Establishes the framework and purpose of the SOP. • Roles and Responsibilities: Defines the duties of various stakeholders. • Inter-Agency Cooperation: Emphasizes collaboration between agencies. • Services for Victims: Outlines the support services available to victims. • Annexes: Additional resources and documents. <p>Key Focus</p> <ul style="list-style-type: none"> • Community-Based Mechanism: Central to the process. <p>Referral Process</p> <ul style="list-style-type: none"> • Referral Pathways: referrals from partner to partner. • Listing Services: Importance of listing all relevant services for victims. • Pocket Guide adapted to Bulgaria by UNICEF & Animus Association, recommended to be added as an annex. 	<p>Any PSEA focal points who wish to contribute to the SOP development process can reach out to the PSEA network co-chairs.</p>	

	<p>SOP Content</p> <ul style="list-style-type: none"> Resources and Procedures: Comprehensive listing to understand the scope of the SOP. Referral Support: Emphasis on inter-organizational support to ensure victims receive the best services, with consent being crucial. <p>Reporting</p> <ul style="list-style-type: none"> Tracking Cases: <i>Discussion on whether to track the number of reported cases, potentially to be included in the next year's Refugee Response Plan monitoring framework.</i> 	
<p>Presentation on PSEA Information catalogue</p>	<ul style="list-style-type: none"> Child-Friendly Material: To be developed by the end of the year. Elderly-Friendly Material: Proposed by Caritas, with potential adaptation from the child-friendly material, as this is a big need and in consideration of older individuals who cannot read and do not have smartphones. Male Trafficking and Gender-Based Violence Material: Developed by Animus Association, this will be shared and included in the PSEA information catalogue. 	<p>The PSEA information catalogue will be shared with network members and uploaded to Bulgaria's Operational Data Portal page and continue to be updated every quarter with any new/updated information materials.</p>
<p>Presentation of PSEA training program developed in Bulgarian</p>	<p><i>The presentation by Animus Association will be separately shared with the meeting minutes.</i></p> <p>Training Overview:</p> <ul style="list-style-type: none"> Over 500 employees (e.g., social workers, psychologists) trained; topic is new to most. The two-day training can be adapted. Emphasis on spreading awareness and strengthening development and implementation of PSEA organizational policies. <p>Presentation Features:</p> <ul style="list-style-type: none"> Flexible content selection based on training needs (topics include PSEA, Reporting, Referral and others). Includes four videos and comprehensive documentation information. Supports organizations in developing and implementing their own policies. Examples and role-play scenarios for relevance. Covers four pillars: Prevention, Identification, Reporting, Referral and Support. 	<p>Any organizations needing support on the use of the training package, please reach out to Animus Association (animus@animusassociation.org).</p>



	<ul style="list-style-type: none">• Explains the difference between Sexual Exploitation and Sexual Abuse.• Key standards for organizational PSEA policy are detailed. <p>Standards and Monitoring:</p> <ul style="list-style-type: none">• Standards explored, including HR checks and declarations of sexual misconduct.• Importance of Standard 4 (training gaps and need to monitor vulnerabilities). <p>Context in Bulgaria:</p> <ul style="list-style-type: none">• PSEA is a new concept; many unaware of proper channels for reporting sexual harassment.• Need for information in schools, kindergartens, and broader networks.• Materials available on Animus website; a pool of trainers from Animus available to roll out the training and development of a further facilitation guide and training of trainers from different organizations and stakeholders would be helpful and could be considered. <p>Legislation and Policy:</p> <ul style="list-style-type: none">• EU legislation and international conventions emphasize prevention, safeguarding, and human rights.• Support for organizations to develop policies without reinventing the wheel. <p>Community-Based Materials:</p> <ul style="list-style-type: none">• Need for simplified language materials (posters, leaflets are not enough).• The 4 videos mentioned above can be used in the meantime to meet that need. <p>Adaptation and Future Training:</p> <ul style="list-style-type: none">• Materials adapted for Bulgarian context and organizations.• Training for Government and local authorities partners planned for October 2024.• Observed lack of motivation among higher-level staff for conducting trainings.• Need for motivational explanations and online training resources.• Mandatory training before employment, with potential bonuses for completion could be implemented.• Short descriptions for employers on the importance of training.	
--	---	--



<p>Update on SEIS survey PSEA results and next steps</p> <p>Discussion/Q&A session</p>	<p>SEIS Preliminary Findings on GBV (June 2024 to July 2024) (<i>slides will be separately shared with the meeting minutes</i>):</p> <ul style="list-style-type: none"> • Survey Scope: Over 1,000 households surveyed. • Family Size: No significant change compared to the 2023 survey. • Length of Stay: Increasing, with more families intending to stay in Bulgaria, highlighting the importance of integration. • Violence for boys and girls: <ul style="list-style-type: none"> ○ Online Violence: Increase noted. ○ Physical Violence: High levels in communities, with rising concerns compared to last year. ○ Underreporting: Many issues remain unreported. <p>Protection Risks: These findings indicate significant protection risks.</p> <p>Animus Association highlighted ‘Safe Hut’, a safe space for women and girls:</p> <ul style="list-style-type: none"> • Purpose: Provide a secure environment for individuals at risk of GBV. • Features: Confidential locations, access to support services, and temporary accommodation. • Implementation: Collaboration with local authorities and NGOs to ensure accessibility and safety. <p>Next Steps:</p> <ul style="list-style-type: none"> • Final Report: To be distributed by the end of September 2024. • Discussion: Needed on the needs and RRP planning for the coming years. 	
<p>AOB</p>	<p>2024 RRP ActivityInfo reporting on PSEA: From January to June 2024, 86 PSEA network members and partner personnel have been trained on SEA risk mitigation, prevention and response – a friendly reminder for all RRP organizations to report on the PSEA indicators, and non-RRP organizations who are interested also to report in the ActivityInfo platform can reach out to the Inter-Agency and Information Management team (Hayoung Kim, kimh@unhcr.org and Hanna Velykova, velykova@unhcr.org).</p> <p>Capacity building plans: Any organizations needing capacity building support, please let the PSEA network co-chairs know. A survey (link here) has also been circulated to assess training needs. Training for government is being planned in October.</p>	



Next meetings	Quarterly PSEA network meeting Date: October – exact date and location TBC Time: 10.00-11.30AM	
----------------------	--	--