

# ANNUAL REPORT OF THE ETHICS OFFICE FOR 2020

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World Food Programme



# Mandate of the Ethics Office



# Ethics Office Strategy: Vision

## A CULTURE OF ETHICS AND ACCOUNTABILITY

constantly and continuously **nurturing a culture of ethics and accountability** through

proactive, preventative and supportive measures to

the Executive Director, leadership and management, divisions/colleagues/peers working on workplace culture, and all employees and other vested stakeholders

# Ethics Office Strategy: Strategic objectives

## STRATEGIC OBJECTIVE 1

**Use an evidenced/data-driven approach to maximize the impact of advice, education and outreach initiatives and recommendations to and on standards, policies and procedures, matters of retaliation, ethics and professionalism, including but not limited to measures of transparency and disclosures for mitigating conflicts of interest and other ethical risks.**

## STRATEGIC OBJECTIVE 2

**Integrate values, ethics, standards of conduct and compliance** in everyday practices in a practical and relevant manner and by using professional knowledge, skills and expertise; key divisions take co-ownership of **mainstreaming the values, principles and standards throughout WFP.**

## STRATEGIC OBJECTIVE 3

**Capacitate employees to live up to the values, principles and standards** by recognizing and addressing ethical issues in the ordinary course through strengthened knowledge and skills; **help senior leaders and managers/supervisors to display “Tone-at-Top” and “Model at the Middle” and support WFP’s workplace culture evolution while maintaining adherence to the principles of the Ethics Office.**

# Ethics Office Strategy: Principles of the Ethics Office

- Independent
- Confidential
- Proactive and preventive
- Results-focused
- Responsive and reliable
- Collaborative
- Inclusive



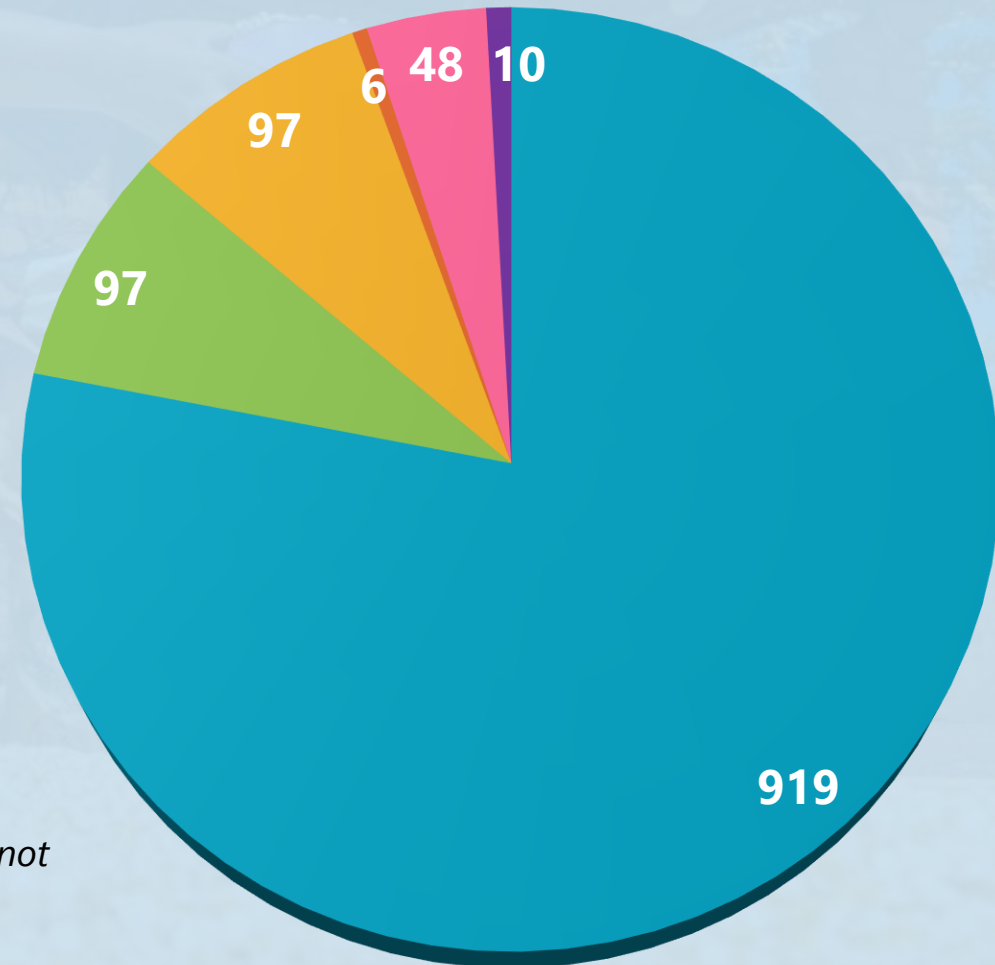
# Summary of the 2020 work of the Ethics Office

by number of activities recorded, not time associated with the activities

Over 1,100 separately recorded activities

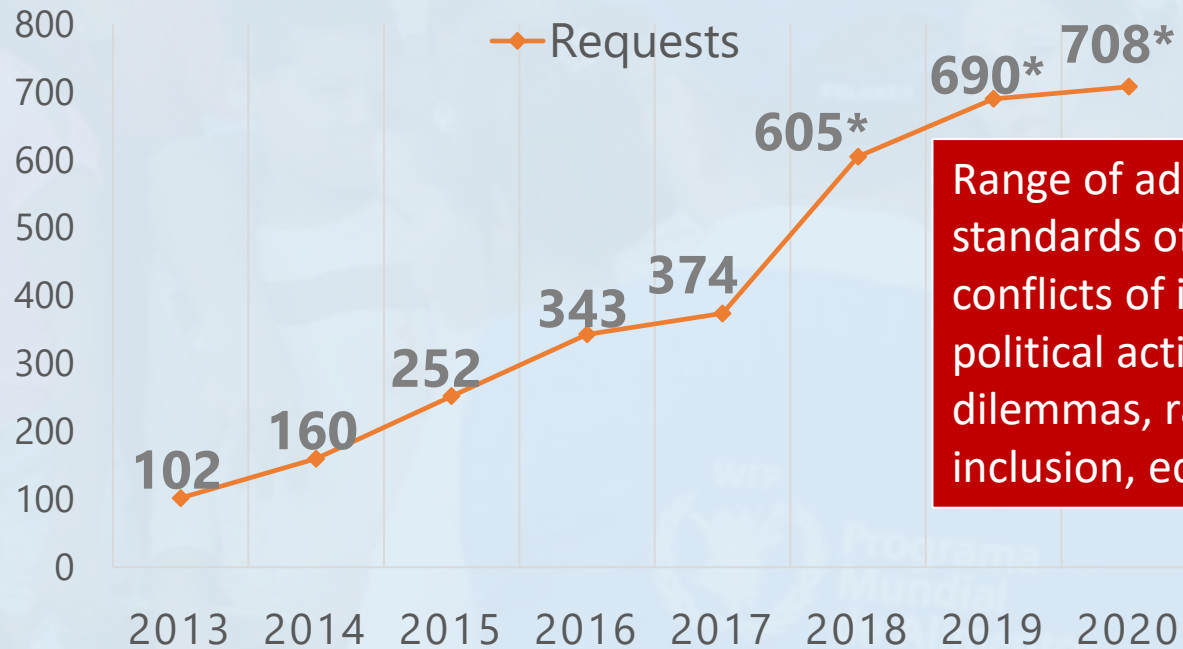
- Advice and Guidance\*
- Annual Disclosure Programme
- Standard Setting and Policy Advocacy
- Protection against Retaliation
- Training, Education and Outreach
- UN Coherence

*\*PSEA advisories (308) included with A&G. Different than past years, consultations with EPUN/UN Coherence excluded. Administrative queries as related to the Annual Conflicts of Interest and Financial Disclosure Programme not included.*



# Advice and Guidance

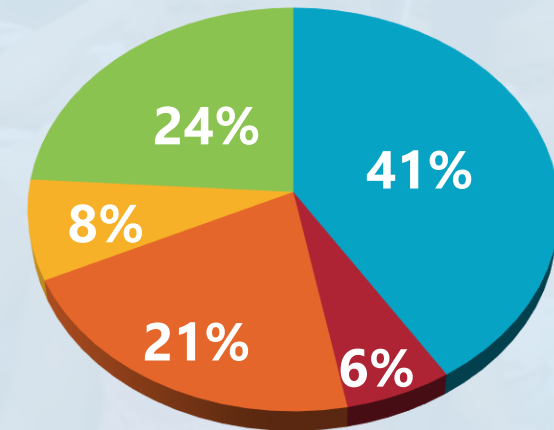
## Recorded Advisories: 2013-2020



Range of advisories: standards of conduct, conflicts of interest, gifts, political activism, ethical dilemmas, racism, diversity, inclusion, equity and more.

\*Annual Disclosure Programme related advisories included; PSEA-related advisories not included

## 2020 Advice and Guidance by standard/harmonized categories



- Outside activities
- Gifts, awards and hospitality
- Employment-related
- Standards of conduct
- General conflicts of interest and other

# Annual Conflicts of Interest and Financial Disclosure Programme

## Policy and Practices

- Revised **Executive Director's Circular on Conflicts of Interest and Disclosure Programme**; promulgated
- Revised/**streamlined guidance and processes**
- **Updated platform** with consolidated questionnaire implemented (more user-friendly)
- Retained **annual certification to WFP Code of Conduct**

## 2020 (for calendar year 2019) - Results:

- **87% compliance** at the second deadline and **99% compliance** at the end of the calendar year
- 97\* submissions flagged as possible conflicts of interest and reviewed by the Ethics Office (61 outside activities, three gifts, 33 conflicts of interest otherwise)

*\*Provided 24 written advisories (11 outside activities, 13 conflicts of interest otherwise).*

## Employees identified to participate 2009-2020

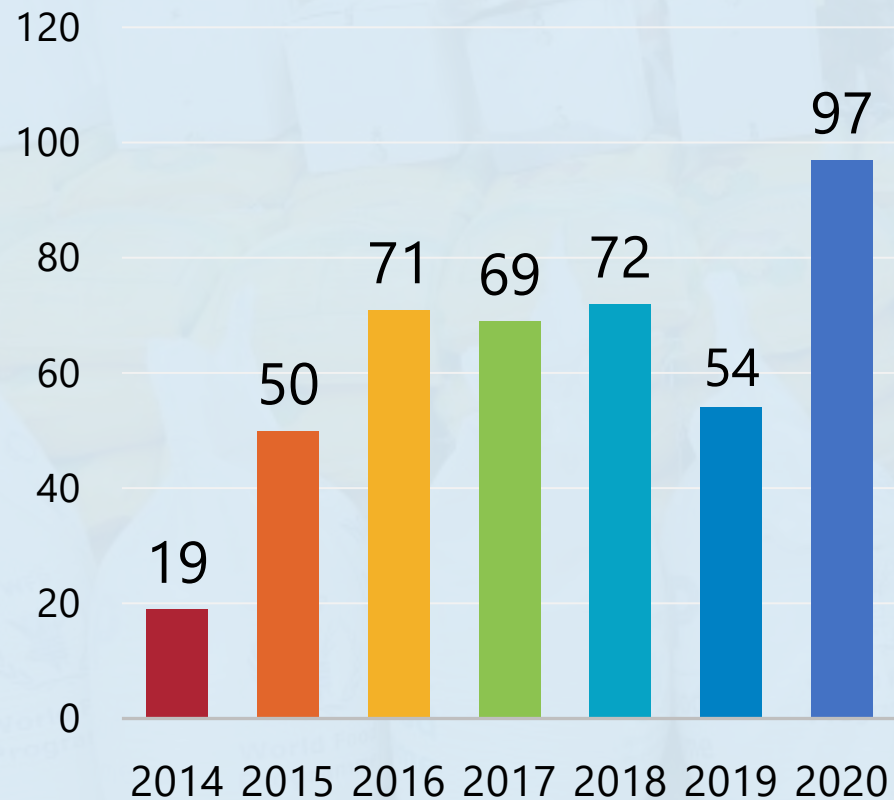




# Standards Setting and Policy Advocacy



**Recorded reviews of policies  
2014-2020**



- Revised the Executive Director's Circular on **Conflicts of Interest and the Annual Conflicts of Interest and Financial Disclosure Programme**
- Revised the Executive Director's Circular on the **Whistleblower Protection Policy**
- Initiated the review of the **WFP Code of Conduct**
- Supported review and advancement of **Pre-employment vetting of conflicts of interest disclosure process and guidance**
- Created **Guidance Note on Organizational Conflicts of Interest** including as related to private sector partners
- Initiated **Organizational Conflicts of Interest Mapping**, as per JIU recommendation
- Drafted **Ethics Office Strategy** and **Resource Plan**

# Whistleblower Protection and Retaliation

## Policy and Practices

- Revised and promulgated the Executive Director's Circular on the **Whistleblower Protection Policy**
- **SOPs** – developed with templates
- **Non-whistleblower retaliation** – recommended the Harassment, Sexual Harassment, Abuse of Authority and Discrimination Policy enhanced

## Six *prima facie* Reviews

- One case continued from 2019 and five new cases arose
- Two of the new 2020 cases reviewed were closed as no *prima facie* was established
- Three of the new 2020 cases remained open into 2021
- One of the six cases was appealed to and reviewed by the United Nations Ethics Office, in its role as Chair of EPUN, and the no *prima facie* determination was affirmed

**EPUN cases** – conducted *prima facie* reviews as Alternate Chair of EPUN and as a member of EPUN

**Advisories** – Three



# Training, Education and Outreach

## Activities of various forms/media (not exhaustive):

- Extensively updated ***Ethics Office*** and ***Ethics and Conduct WFPgo*** webpages
- Developed **WFPgo** webpage for **PSEA**
- Extensively transformed the ***Ethical Culture*** external webpage
- Developed a **PSEA external** webpage
- Developed **Expectations of Conduct Guidance for Third Parties** (suppliers/vendors/partners/business partners)
- Conducted annual **end-of-the-year awareness campaign in country and at HQ** (**more than 3,000 joint Ethics Office/Supply Chain** emails to business partners)
- Conducted HQ Ethics Induction Briefings for **more than 180 employees**
- Developed and provided ethics subject awareness to **112 Ethics Ambassadors**
- **Trained 52 new Ethics Ambassadors** (three virtual sessions) on their role and ethics expectations in WFP
- Conducted ethics session for more than **50 Risk and Compliance Advisors**
- Created **Ethics in WFP** booklet



# Protection from Sexual Exploitation and Abuse (PSEA)

## Activities (not exhaustive):

**Advice and Guidance - 308 advisories**  
(161 in 2019)

**Administration of more than 300 PSEA Focal Points** (in every regional bureau and country office)

- 49% completion rate of the online training course for PSEA Focal Points (as of December 2020)
- Conducted training sessions for PSEA Focal Points in **collaboration with NGO Unit and OIGI**; participation from **every regional bureau and ~60 country offices**

## Education and Outreach Projects:

- initiated **PSEA “in a box”** project for field level employees and partners (especially small partners)
- initiated **PSEA “at the Frontline”** project in partnership with *Translators Without Borders*
- advanced **“PSEA Digitalization”** project aimed at supporting discreet reporting with a victim-centered approach and the use of data to mitigate and prevent
- developed and posted revised PSEA brochure in four languages to PSEA Focal Points (~**75% download rate in the first 48 hours**)



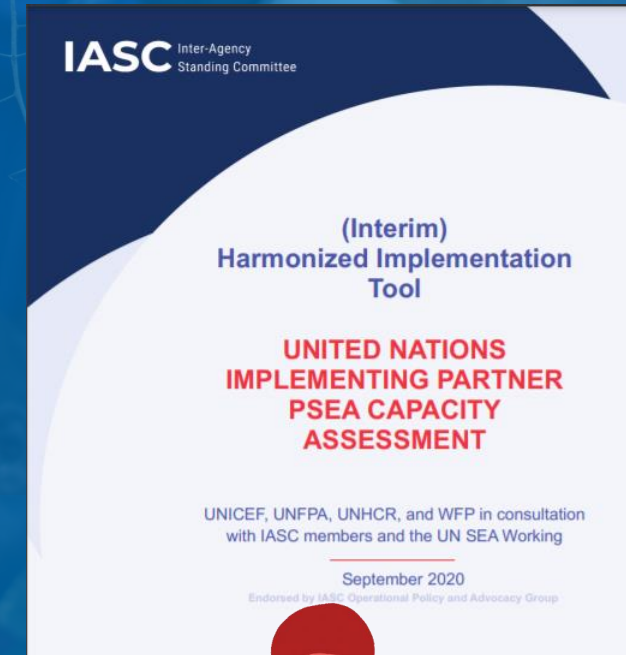
# Protection from Sexual Exploitation and Abuse (PSEA)

## Activities (not exhaustive):

### United Nations/Inter-Agency Projects:

- Collaboratively developed and launched the PSEA learning package for partners: **"Say No to Sexual Misconduct"**
- Developed and launched the **joint United Nations' Implementing Partner PSEA Capacity Assessment**, a harmonized screening tool, likewise
- Participated with the **OECD Development Assistance Committee (DAC) Reference Group** on Preventing Sexual Exploitation and Abuse
- Increased **representation and collaboration** at the United Nations, Inter-agency, bilateral and Rome-based Agencies' (RBAs) levels

Increased **interdivisional collaboration** and engagement with key internal stakeholders (Security Division, NGO Unit, Emergency Operations Division, Research Assessment and Monitoring Division, Technology Division, etc.)





# UN Coherence

## Ethics Panel of the United Nations (EPUN)

- Participated in nine standard EPUN meetings and real time consultations/deliberations on issues of common interest
- Director, Ethics Office, fulfilled role of EPUN Alternate Chair *ad interim* from May to August 2019 and from December 2019 to 10 March 2020. In this capacity, reviewed one case as EPUN Alternate Chair and several others as an EPUN member

## Ethics Network for Multilateral Organizations (ENMO)

- Active member of the ENMO Planning Committee
- Participated in the Annual ENMO Conference

## Rome-based Agencies (RBAs)

- Initiated and developed Joint Statement against Racism issued by the FAO, IFAD and WFP Principals through the heads of the RBAs Ethics Offices
- Participated in an RBA Ethics Office Panel entitled: *Working together to enhance prevention and response to Sexual Exploitation and Abuse (SEA): The Role of Ethics* during the 16 Days of Activism Against Gender Based Violence

# Some Feedback Received

"Thank you for such a prompt reply. Your guidance was not surprising and I will follow it. This is a good lesson learned for me at personal level."

(Programme and Policy Officer)

"Thank you for the information and for registering me in the PSEA online training course. I accessed the course and completed it. The course itself and additional resources were beneficial to embrace the responsibilities and fulfil the PSEA focal point's role."

(PSEA Focal Point)

"Thanks so much for this [presentation] which is brilliantly well done and clear! I have shared with my team."

(Chief)

"Thank you for the knowledge and the links. They are helpful and I really appreciate the response. It means a lot."

(HR Officer)

"[...], I wanted to thank you for your presentation today, your support to our course is highly appreciated!"

(Security Officer)

"I have just completed the training on PSEA and it is truly worth it! I feel I have now updated my knowledge on processes and knowledge systems on PSEA. I will encourage other PSEA focal points to take this training so that we indeed *'serve with pride'*."

(PSEA Focal Point)

"Many thanks again for all the content provided/facilitated by the Ethics Office during the [Ethics Ambassador] training: I really found it very informative and interesting, and I won't have at this stage any concrete suggestion for improvement."

(Programme and Policy Officer and Ethics Ambassador)

*Thank you*  
*Questions?*