



# Executive Board Induction

Bonnie Green, Director and Chief Ethics Officer, January 2020



World Food Programme



**“Relativity applies to physics, not ethics.”**

**Albert Einstein**





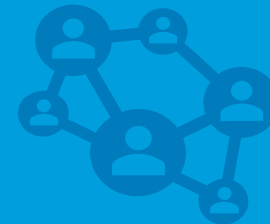
# Ethics in an Organization



It is about how we do what we do



Based on institutional values, principles and standards



Applicable to everyone, regardless of level and contract type

# Ethics in an Organization

**1 UNDERSTANDING AND ACTING PER EXPECTED STANDARDS OF CONDUCT** 

**2 ETHICALLY CONSCIOUS DECISION-MAKING** 

**3 INTEGRITY-BASED ACTIONS AND RESULTS** 



**STRONG ETHICAL CULTURE**

Fundamental to an effective, competent, and trustworthy organization



# ETO: Independent, formal office – part of oversight and internal justice system





# Mandate of the Ethics Office

Support and advise WFP and its employees on fulfilling WFP's mission with the highest standards of integrity

Achieve Food Security

Support SDG Implementation

End Hunger

Improve Nutrition

Partner for SDG results







## WFP Code of Conduct

*"The way we work together at WFP to save lives and help hungry and vulnerable people is what makes us stand out. And we must always do that in ways that uphold our highest values, with a sense of personal responsibility to our co-workers, our donors and those whom we serve. Thank you for all you do every day, and for doing it with integrity." David Beasley, WFP Executive Director*

**WE CONTRIBUTE** to the WFP mission of promoting food security and fighting hunger worldwide, serving the ideals of peace, respecting fundamental human rights, economic and social progress and international cooperation, adhering to highest standards of conduct and all the principles and values enshrined in the United Nations Charter—fundamental human rights, social justice, the dignity and worth of the human person and respect for the equal rights of men and women.

**I COMMIT** to carry out my duties and conduct myself, both in public and private life, with competence, integrity, impartiality, independence and discretion.

### I UNDERTAKE

- to abide by WFP regulations and rules, as well as my contract, and to report any breach of them, understanding I have a right to be protected from retaliation
- to contribute to building a harmonious workplace, based on mutual respect and understanding, free from discrimination, harassment, sexual harassment and abuse of authority, with respect for diversity
- to respect the rights, dignity and safety of the people WFP assists and to act impartially and fairly. WFP upholds a zero-tolerance policy to sexual exploitation and abuse
- to base my actions on honesty, truthfulness, impartiality and incorruptibility, reporting any practice or attempted practice of fraudulent, corrupt and collusive behaviours
- to perform my official duties and conduct my private affairs in a manner that avoids actual, apparent and potential conflicts of interest or reflects unfavourably on WFP. If a conflict of interest should arise, I undertake to disclose it
- not to accept any personal honour, favour, gift, remuneration or economic benefit from any source external to WFP without authorization
- to protect confidential information, not using it for unauthorized purposes or disclosing it to unauthorized persons
- to use and safeguard the assets, property, information and other WFP resources with care, efficiency, effectiveness and integrity and for authorized purposes only.

**I RECOGNIZE** privileges and immunities enjoyed by WFP employees are conferred solely in the interests of WFP. I am not exempted from observing local laws or respecting private legal or financial obligations.

**I AM** accountable and answerable for all my actions, decisions and commitments in the performance of my functions.

# Values, Principles and Standards

- Integrity, impartiality, independence, competence and discretion
- UN Charter
- Standards of Conduct for the International Civil Service (2013)
- WFP Code of Conduct and applicable administrative issuances/rules/guidelines
- Humanitarian Principles
- "Do No Harm"
- Respect, worth, and dignity of the human being
- Prevention and protection from abusive conduct in any form, including sexual exploitation and abuse (SEA), sexual harassment and violence





# Advice and Guidance

The Ethics Office provides advice and guidance to employees, as individuals and as management, on ethical considerations in the workplace, in a confidential environment.

This is crucial to helping employees making decisions and taking actions in accordance with the highest standards of conduct.

Operating independently, the Ethics Office provides advice and guidance in the best interest of WFP.

## Categories of Advice and Guidance:

**Outside activities**

**Gifts, awards, honours and hospitality**

**Employment-related**

**Standards of Conduct**

**General Conflicts of Interest and Other**



# Real life application



You are at a government-hosted dinner and you are unexpectedly presented with a plaque. What do you do?



How do I know if a gift is a bribe or simply a gift?

Can I...



Start an e-based company?



Volunteer at an NGO?



Volunteer for the government?



Publish a photography book?



Lecture at a university?



Participate on a school board?



Play in a band?





## Examples of Outside Activities that do require clearance

- Making statements to the media
- Making public speeches
- Participating in film, theatre, radio or television productions
- Submitting articles, books or other material for publication
- Teaching a course at a university or school
- Participating on boards, panels, committees, expert groups and similar bodies
  - Including serving as Director, partner, trustee or board member of a commercial or non-commercial business or entity



## Examples of Outside Activities that do not require clearance

- Social or charitable activities, e.g.:
  - Chairing Parent/Teacher meetings
  - Serving at the local soup kitchen
- Pursuing studies
- Political activities which are not incompatible with our independence and impartiality, e.g.:
  - Voting in elections

**These activities do not require approval as long as they are done in our free time**



# Conflicts of Interest





# Annual Conflicts of Interest and Financial Disclosure Programme (ADP)

## *What is the purpose?*

- Safeguard and risk management tool
- Part of WFP's commitment to transparency and public confidence



## *What are the components?*

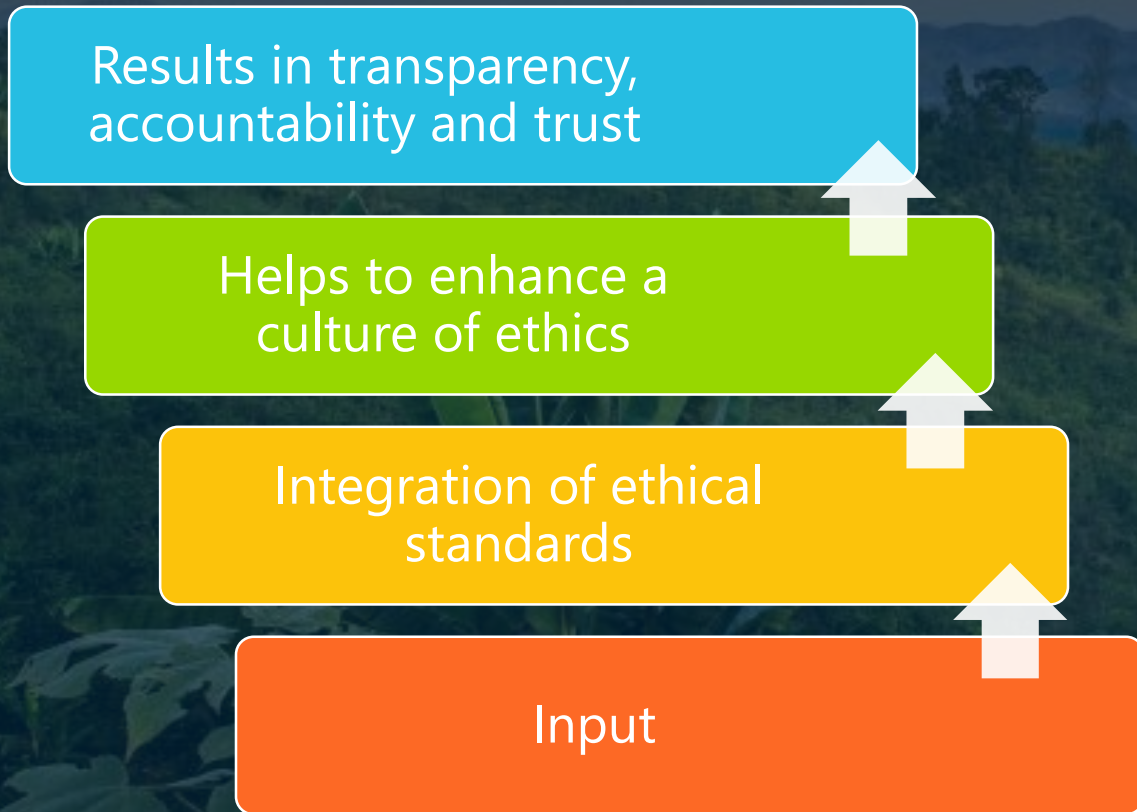
- Conflicts of Interest (COI) Questionnaire
- Eligibility Questionnaire
- Financial Disclosure (FD) Statement

## Who is required to participate?

- Employees at senior levels
- Oversight, Investment (Treasury), **Procurement**, and Legal Officers, excluding the Administrative and Employment Law Branch
- Others with **material procurement authority**
- Employees on **vendor management committees** or with regular access to **confidential procurement information/documents**



# Standards Setting and Policy Advocacy



Fostering an organizational culture of ethics, transparency and accountability requires frequent and consistent advocacy.

To operationalize ethics and compliance, the Ethics Office provides guidance to management on the incorporation of ethical standards in various policies, practices and processes.





# Standards Setting and Policy Advocacy

## Some 2019 Highlights

- Revision of the WFP policy on Protection against Retaliation
- Revision of WFP ED Circular 2008/004 on Conflicts of Interest and the Annual Disclosure Programme
- Pre-appointment Conflicts of Interest Disclosure Process and Corresponding Guidance



# Whistleblower Protection Policy

At WFP, provides a way to enable the organization to protect WFP employees who report misconduct or cooperate in independent queries.

The policy encourages coming forward and is a tool for speaking up and promoting a speak up culture.

## What does it cover?

Reports of misconduct in good faith and/or cooperation with a duly authorized investigation or audit or Proactive Integrity Review (PIR)

## Who does it apply to?

Applies to all WFP employees (all contract types)

## What is the role of the Ethics Office?

- determines whether there is a *prima facie* case of retaliation;
- if substantiated, refers the matter to OIGI for investigation, unless there is a conflict of interest; and
- makes recommendations as to protection measures





# Training, Education and Outreach

## Awareness Campaigns

- Annually: end-of-the-year campaign on gifts, fraud and corruption
- WFP Code of Conduct

## Mandatory Ethics E-learning

- 2018 three modules available and compulsory for all employees: Misconduct, protection against retaliation, protection from sexual exploitation and abuse and respect

## Live presentations, workshops and trainings

- Ethics in Food Procurement in all RBs
- Respectful Workplace Advisor Basic Training and Advanced "Train the trainer" sessions
- COs: Philippines, Cambodia, Lesotho and Ecuador
- RB/CD Training on Ethical Leadership
- Finance Officers Induction session
- HQ Ethics Induction Briefings
- Executive Board Inductions
- Other *ad hoc* requests







# Protection from Sexual Exploitation and Abuse (PSEA)

In March 2018, the Ethics Office was appointed WFP Organizational Focal Point for PSEA and became responsible for overall coordination of PSEA efforts globally.

Since then, the Ethics Office has been facilitating a multi-disciplinary approach to PSEA, including identifying good practices, supporting interagency coordination and UN coherence, and providing advice and guidance to employees on SEA prevention and response.



**Zero-tolerance policy** to any acts of sexual exploitation and abuse (SEA) committed against those we serve. SEA *constitutes serious misconduct*, and is grounds for disciplinary action, including summary dismissal.



# PSEA - Definitions

**Sexual exploitation** is “any actual or attempted abuse of position of vulnerability, differential power, or trust, for sexual purposes, including, but not limited to, profiting monetarily, socially or politically from the sexual exploitation of another”

*Example: exchange of money, employment, goods, services, assistance for any sexual activity; Exploitative relationships (i.e. any actual or attempted abuse of a position of vulnerability, differential power, or trust, for sexual purposes); Trafficking of persons for sexual exploitation*

**Sexual abuse** is “the actual or threatened physical intrusion of a sexual nature, whether by force or under unequal or coercive conditions”

*Example: Sexual Assault (i.e. sexual activity with another person who does not consent); rape; Sexual activity with a child: physical contact of a sexual nature with a person under the age of 18*

# PSEA: The Six Core Principles

- 1** Sexual exploitation and abuse by humanitarian workers constitute acts of **gross misconduct** and are therefore grounds for termination of employment.
- 2** **Sexual activity with children** (persons under the age of 18) is prohibited regardless of the age of majority or age of consent locally. Mistaken belief regarding the age of a child is not a defence.
- 3** Exchange of money, employment, goods, or services for sex, including sexual favours or other forms of humiliating, degrading or exploitative behaviour is prohibited. This includes exchange of assistance that is due to beneficiaries.
- 4** Any sexual relationship between those providing humanitarian assistance and protection and a person benefitting from such humanitarian assistance and protection that involves **improper use of rank or position is prohibited**. Such relationships undermine the credibility and integrity of humanitarian aid work.
- 5** Where a humanitarian worker develops **concerns or suspicions** regarding sexual abuse or exploitation by a fellow worker, whether in the same agency or not, he or she must report such concerns via established agency reporting mechanisms.
- 6** Humanitarian workers are obliged to **create and maintain an environment** which prevents sexual exploitation and abuse and promotes the implementation of their code of conduct. Managers at all levels have particular responsibilities to support and develop systems which maintain this environment."



# PSEA Workstreams



World Food Programme

SAVING  
LIVES  
CHANGING  
LIVES

## Capacity Building, Education and Outreach

Senior PSEA focal points and alternates present in all Country Offices

Online Focal Point training – June launch

PSEA Advice and Guidance

WFP-wide awareness campaign

## Interagency and donor engagement

### UN and interagency

RC/HC PSEA Coordinators

Participation and review/inputs to strategic policy documents and tools

### Donor engagement

The Joint Executive Board/WFP Management Sub Working Group

MOPAN: critical review group for case study on SEA and SH

UN uniform PSEAH clause for Multi-donor Trust Fund agreement

Annual Partnerships Consultation

WFP and UNHCR Joint Regional Workshop

Interagency training for partners

Integration of PSEA in WFP initiatives



# UN Coherence - Collaboration

WFP is a member of:

## **Ethics Panel of the United Nations (EPUN)**

- Composed of: the UN Secretariat, UNDP, UNICEF, UNFPA, UNOPS, UNRWA, UNHCR and WFP
- Addresses issues of common interest and state of respective practices and policies
- EPUN Alternate Chair: May to September 2019 and December 2019 to June 2020

## **Ethics Network for Multilateral Organizations (ENMO)**

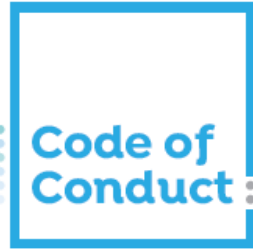
- Speaker: 2019
- Chair: 2017-2018
- Host: 2017

## **Rome-based Agencies (RBA)**

- The ethics officers of the three Rome-based Agencies coordinate periodically sharing best practices



# Code of Conduct to Prevent Harassment, Including Sexual Harassment at UN System Events



**To Prevent  
Harassment,  
Including Sexual  
Harassment,**  
AT UN SYSTEM EVENTS

[un.org/codeofconduct](https://un.org/codeofconduct)

[#codeofconduct](https://twitter.com/codeofconduct)



**ZERO TOLERANCE  
FOR HARASSMENT AT  
UN SYSTEM EVENTS**

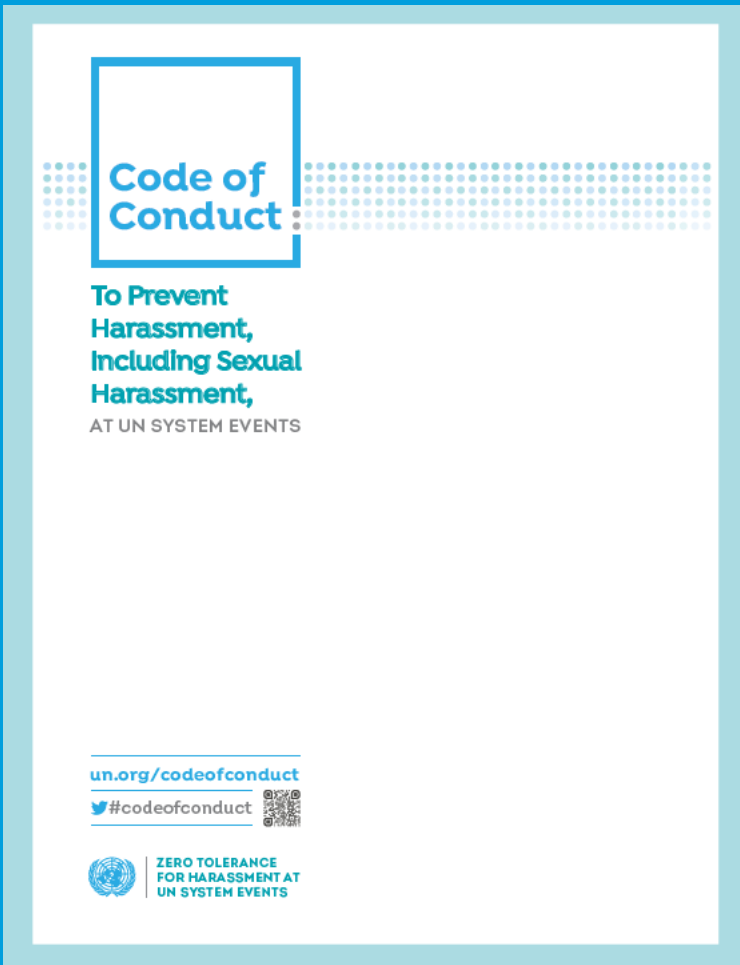
# Code of Conduct to Prevent Harassment, Including Sexual Harassment at UN System Events



## Scope of Application

- Applies to any UN system event, including:
  - meetings, conferences and symposia;
  - assemblies, receptions, scientific and technical events;
  - expert meetings, workshops, exhibits, side events and **any other forum organized, hosted or sponsored in whole or part by a UN system entity wherever it takes place**; and
  - any event or gathering that **takes place on UN system premises whether or not a UN system entity is organizing, hosting or sponsoring**.
- All of participants involved in such events in any capacity, including Executive Board members.

**Note:** The Code of Conduct is not legal or prescriptive in nature. It supplements, and does not affect, the application of other relevant policies, regulations, rules and laws, including laws regulating the premises in which the UN system event takes place and any applicable host country agreements.





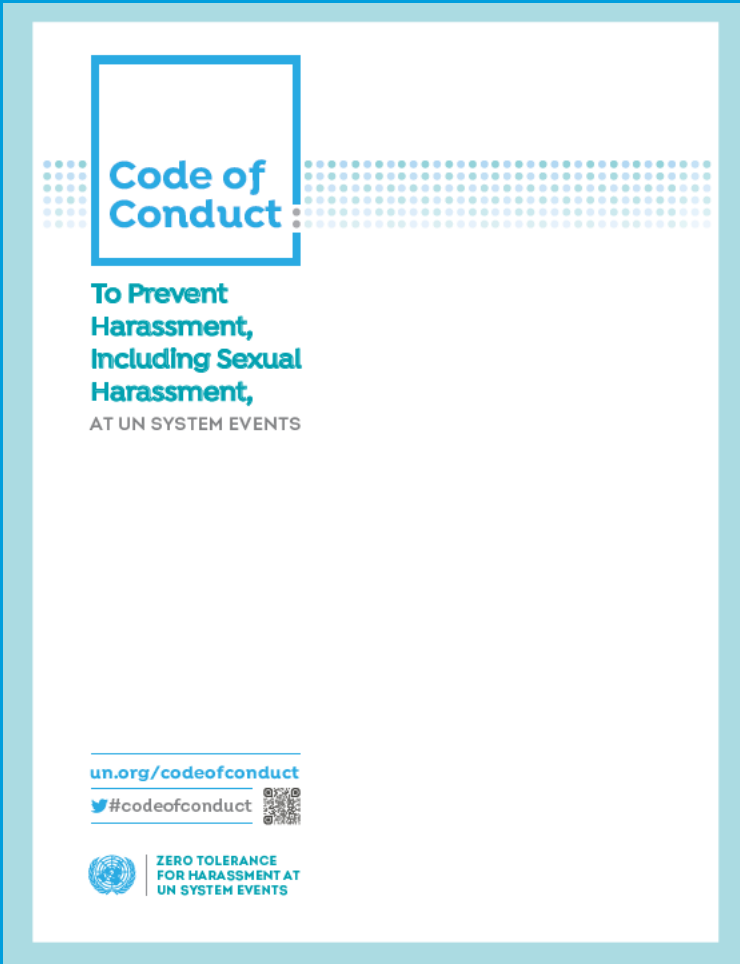
# Code of Conduct to Prevent Harassment, Including Sexual Harassment at UN System Events



## Scope and definitions

**Harassment:** any improper or unwelcome conduct that might reasonably be expected or be perceived to cause offence or humiliation to another person

**Sexual Harassment:** any unwelcome conduct of a sexual nature that might reasonably be expected or be perceived to cause offense or humiliation



# Examples of harassment (but not limited to):

## Verbal



- insults and name-calling
- using unwelcome or offensive nicknames
- jokes about a person's gender or sexual orientation
- shouting or yelling
- spreading rumours/gossip

## Non-verbal



- hostility through unfriendly behavior
- using e-mail or texting to send threatening content
- repeatedly excluding or isolating someone

## Physical



- unwanted, uninvited or inappropriate touching
- other physical contact and violence



## Examples of sexual harassment (but not limited to):

- making derogatory or demeaning comments about someone's sexual orientation or gender identity
- name-calling or using slurs with a gender/sexual connotation
- making sexual comments about appearance, clothing or body parts
- rating a person's sexuality
- repeatedly asking a person for dates or asking for sex
- staring in a sexually suggestive manner



- unwelcome touching, including pinching, patting, rubbing or purposefully brushing up against a person
- making inappropriate sexual gestures such as pelvic thrusts
- sharing sexual or lewd anecdotes or jokes
- sending sexually suggestive communications in any format
- sharing or displaying sexually inappropriate images or videos in any format
- attempted or actual sexual assault including rape



# Code of Conduct to Prevent Harassment, Including Sexual Harassment at UN System Events

## Complaint Process

- Both victims and witnesses can make a report
- Reports should be made to the organizer of the UN system event or relevant security authority
- The organizer of the UN system event will be expected to take appropriate action in accordance with its applicable policies, regulations and rules



The victim of alleged harassment may also seek help from other relevant authorities, such as the police, bearing in mind the applicable legal framework



A participant should never make a false or misleading claim about prohibited conduct on purpose

## Prohibition of Retaliation

Threats, intimidation or any other form of retaliation against a participant who has made a complaint or provided information in support of a complaint are prohibited and appropriate action will be taken to respond



## Real Life



You and your colleagues are at a UN event and on the last night, you all decide to have a drink at the hotel bar.

After an hour or so, you notice that your new colleague has had one too many martinis. He starts making jokes about how he is always so tired because of his active sex life.

You and your colleagues are visibly uncomfortable and some laugh at his jokes nervously.

**What do you do?**

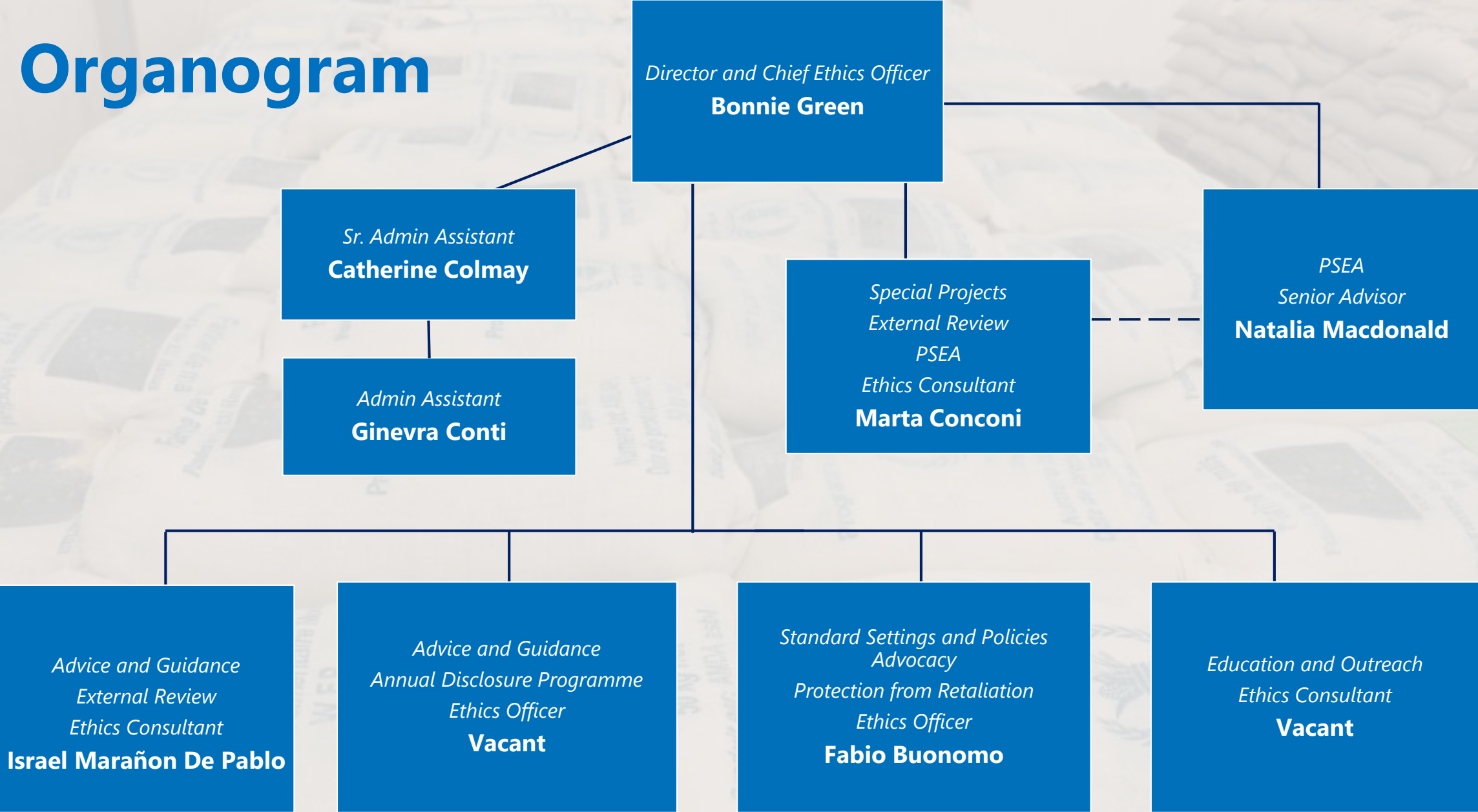


**“Without ‘ethical culture’  
there is no salvation for  
humanity.”**

**Albert Einstein**



# Organogram





# Contacts and Resources

## Contacts

### **Bonnie E. Green**

Director and Chief Ethics Officer

E-mail: [Bonnie.Green@wfp.org](mailto:Bonnie.Green@wfp.org)

Phone: +39 06 6513 2911

FoodSat: 1301 2911

### **Catherine Colmay**

Senior Administrative Assistant

E-mail: [Catherine.Colmay@wfp.org](mailto:Catherine.Colmay@wfp.org)

Phone: +39 06 6513 2710

FoodSat: 1301 2710

Queries may be sent to the confidential mailbox

at: [WFP.Ethics@wfp.org](mailto:WFP.Ethics@wfp.org)

## Resources

Ethics Office 2018 Annual Report: [here](#)

Ethics Office 2017 Annual Report: [here](#)

Ethics Office 2017 Annual Report Summary: [here](#)

Ethics Office 2016 Annual Report (Annex IV of the Annual Performance Report for 2016): [here](#)

Ethics Office 2016 Annual Report Summary: [here](#)

PSEA Brochure: [here](#)

PSEA Update First Edition: [here](#)

Timeline on PSEA: [here](#)

FAQs on PSEA: [here](#)

Factsheet on PSEA: [here](#)