



## **Sustainable Procurement Environmental and Social Standards Enhancement (SPESSE) Project**

**Federal University of Agriculture Makurdi (FUAM), Now Joseph Sarwuan Tarka University**

### **Institute of Procurement Environmental and Social Standards (IPES)**

#### **SEXUAL HARASSMENT AND MISCONDUCT POLICY**

##### **1. Definition and Scope**

The Centre defines sexual harassment and other forms of sexual misconduct as follows:

a) **Sexual Harassment:** This is defined as an unwelcome conduct of a sexual nature including unwelcome sexual advances, request for sexual favours and other verbal, non-verbal, written, electronic, graphic or physical conduct or behaviour of a sexual nature when:

\*Submission to or rejection of such conduct is made either explicitly or implicitly a term or condition of an individual's employment, academic standing or participation in an educational Program or activity; or

\*Such conduct has the purpose or effect of unreasonably interfering with an individual's academic or work performance, or of creating an intimidating, hostile, or offensive educational or working environment.

b) **Other forms of sexual misconduct:**

In addition to sexual harassment, other forms of sexual misconduct include the following:

\*Sexual or amorous behavior with students or subordinates,

\* Staff exploiting relationships with subordinate staff or students for sexual ends,

\* Staff conferring undue favours to influence subordinate staff or students to yield to sexual desires,

- Sexual abuse,
- Sexual assault,
- Sexually exploitative and degrading behaviour,
- Retaliatory and abusive behaviour directed towards either former relationship partners or individuals who have rejected the sexual advances of another
- Sexual intimidation

For the purpose of this policy, sexual harassment shall be defined to include acts of behaviour constituting sexual abuse and sexual assault which occur within the definitional scope of CIPESS POLICY in relation to members of JOSTUM community, her visitors and partners.

## 2. Types of Sexual Harassment

From the definition of SH, the following but not limited to these types of SH suffices;

### **Verbal Behaviour**

- Unfriendly comments with sexual inclination
- Enticing of persons by staff or students for sexual affair
- Requesting for sexual compensations for grades
- Denying a student or staff his/her due rights as a result of refusal to yield to sexual advancement
- Request for sexual compensation in the area of employment, admission, promotion and similar benefits

### **Non-verbal/Visual conduct**

- Snapping and transmission of unpleasant pictures and recording of such with such devices such as phone, laptops, et cetera with the purpose of blackmail
- Luring a person into watching pornographic and X- rated films
- Seductive dressing and postures by persons that is in defiance to public morality.
- Public display of sexual intimacy

### **Physical Behaviour**

- Sexual attack involving the unlawful use of force
- Consistent, unacceptable and unnecessary and sexually brushing/ touching of a person's body

## 3. Strategies to Avoid Sexual Harassment in CIPESS

- Sensitization of the CIPESS staff and students on the values and principles of the university on interpersonal relationship, by flyers and banner with SH messages
- Inclusion of the CIPESS policy on SH on her website
- Organization of periodic sensitization programmes, for example, orientation to educate the staff and students about the CIPESS SH policy
- Creation of Grievance Redress Committee(GRC)

## 4. Handling of Complaints

- Complaints referring to violation of the SH policy should be made to CIPESS GRC through the email address [genderissues@cipessuam.edu.ng](mailto:genderissues@cipessuam.edu.ng); [mygrievance@cipessfuam.edu.ng](mailto:mygrievance@cipessfuam.edu.ng); phone: 08136746782; Complaint boxes or at the Centre.
- Such complaints could be made formally or informally. That is, such complaints could be written or oral. All cases reported should be documented by the Centre. Cases reported may be directly from victims of SH or indirectly from concerned persons. After appropriate documentation of cases the Centre will without undue delay initiate actions at investigating the case to ascertain the facts and mete out appropriate sanctions.

## **5. Sanctions/Penalties**

The Grievance Redress Committee shall recommend the appropriate sanctions or punitive measures where a Respondent has been found to have engaged in behaviour that can be characterized as sexual harassment or misconduct.

These sanctions include but are not limited to:

- Formal apology, leave without pay, suspension, denial of promotion, demotions, transfers and dismissals and shall be applied on a case-by-case basis.
- In serious and repeat cases, the Respondent shall be dismissed.
- These sanctions shall not operate to prejudice criminal action in the case of serious offences tantamount to crime under the Laws of Nigeria.



**FEDERAL UNIVERSITY OF AGRICULTURE MAKURDI  
INSTITUTE OF PROCUREMENT, ENVIRONMENTAL AND SOCIAL  
STANDARDS**

**GBV REFERRAL PATHWAY**

**Telling someone and seeking help (Reporting)**

Survivor tells someone about the incident

Survivor refers herself / himself to any service provider

**IMMEDIATE RESPONSE**

The service provider provides a safe, caring environment and respect the confidentiality and wishes of the Survivor, learn the immediate needs, give clear information about services available. Obtain informed consent and make referrals if agreed and requested by the Survivor. Accompany the Survivor to assist her/him in assessing the services.

**MEDICAL/HEALTH**

University Health Services (UHS),  
FUAM

**PSYCHOSOCIAL SUPPORT**

Centre for Counselling & Human Development  
(CCHD), FUAM or GBV Centre, High Level, Makurdi.

If the Survivor wants to pursue Police/Legal action OR if there are immediate safety and security risks to others

**THE SURVIVOR IS REFERRED AND ACCOMPANIED TO POLICE/SECURITY OR TO LEGAL ASSISTANCE/PROTECTION OFFICERS for information and assistance with Police referral**

**POLICE/SECURITY**

CCHD, FUAM or GBV Centre

**LEGAL ASSISTANCE, COUNSELLORS OR PROTECTION OFFICERS**

CCHD, FUAM or GBV Centre.

**HEALTH CARE**

UHS, FUAM

**PROTECTION, SECURITY AND JUSTICE ACTORS**

CCHD, FUAM or GBV Centre

**Follow - up and other services after the immediate response**

**PSYCHOSOCIAL SERVICES**

CCHD, FUAM or GBV Centre

**BASIC NEEDS, SHELTER, CHILDREN'S SERVICES AND OTHER ASSISTANCE**

Student Affairs/CCHD, FUAM or GBV Centre



**FEDERAL UNIVERSITY OF AGRICULTURE MAKURDI**  
**INSTITUTE OF PROCUREMENT, ENVIRONMENTAL AND SOCIAL**  
**STANDARDS**  
**GENDER BASED VIOLENCE (GBV) DIRECTORY**

S/N	SERVICE PROVIDER/ORGANIZATION	SERVICES PROVIDED	LOCATION/ADDRESS	CONTACT/TIME
1	IPESS	Advocacy and Sensitization against GBV, Orientation, Referral	IPESS FUAM	Name: Prof. Alache Ooga Amali Phone no.: 08136746782 Email: <a href="mailto:alacheamali62@gmail.com">alacheamali62@gmail.com</a> Time: 24hrs Target Group: Students, Project Workers
2	FUAM	Adolescent Sexual Reproductive Health, Access to Reproductive Health Commodities, Medical examination, treatment including injury treatment, Counselling and Prevention of HIV/AIDS, Management of Sexually Transmitted Infections (STIs), Management and Referral of Rape cases and provision of Post-exposure prophylaxis	University Health Services, FUAM	Names: 1. Dr. Mrs. Omeche Onoja Phone no.: 08038878128 Email: <a href="mailto:sammyonoja@gmail.com">sammyonoja@gmail.com</a> 2. Dr. Terfa N. Iber Phone no.: 05058540428 Email: <a href="mailto:iberterfa@gmail.com">iberterfa@gmail.com</a> Time: 24hrs Target Group : Boys, Children, Girls, Men, Women, Students , Lecturers, FUAM Staff, Host Community
3	FUAM	Campaign against GBV, Referral, Rehabilitation	Student Affairs, FUAM	Name: Prof. Simon Ameh Ejembi Phone no. : 08035678141 Email: <a href="mailto:ejembi.ameh@uam.edu.ng">ejembi.ameh@uam.edu.ng</a> Time: 24hrs Target Group: Students
4	FUAM	Referral, Social	Gender Unit, FUAM	Name: Prof. Mrs. Orefi Abu Phone no.: 08067976537 Email: <a href="mailto:orefi@yahoo.com">orefi@yahoo.com</a> Time: Monday to Friday ,8am- 4pm Target Group : Students
5	FUAM	Provide Educational, Vocational, Personal-social Guidance and Counselling, One week Orientation programme for Fresh Students, Psycho-social, Advocacy and Sensitization against GBV, Referral	Centre for Counselling and Human Development, FUAM	1. Name: Prof. Alache Ooga Amali Phone no.: 08136746782 Email: <a href="mailto:alacheamali62@gmail.com">alacheamali62@gmail.com</a> 2. Dr. Mrs. O. O. Adeyemo Phone no.: 07034297473 Email: <a href="mailto:rantisegun2003@yahoo.com">rantisegun2003@yahoo.com</a> Time: Monday to Friday, 8am- 4pm Target Group : Students, FUAM Staff, Parents, Host Community
6	GBV Centre	Counselling, Psychosocial support, Referral	Pauline Makka Centre, High Level, Makurdi	Name: Mrs. Magdalene Andor Phone no.: 07038159252 Time: Monday to Friday, 8am- 4pm Target Group : Boys ,children, girls, men, women