

## UNFPA Overview of Mechanisms for Reporting Wrongdoing

What to report allegation	Where to report	How to report wrongdoing
<p><b>1.</b> Proscribed practices of  <b>Fraud</b>  <b>Corruption</b>  <b>Collusion</b>  <b>Coercion</b>  <b>Obstruction</b>  <b>Unethical behavior or conduct</b> (other than those mentioned below)</p>	<ul style="list-style-type: none"> <li>• Director, OAIS</li> <li>• Or to Supervisor who then reports to Director, OAIS</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Confidential web-based hotline</b> – only accessible by selected OAIS staff: <ul style="list-style-type: none"> <li>○ On <a href="http://www.unfpa.org">www.unfpa.org</a>, at the bottom of each page, click on “Report wrongdoing”; also available on each country office website</li> <li>○ Click on the icon on the dedicated ‘audit and investigation’ page on the UNFPA website <a href="https://www.unfpa.org/audit-and-investigation">https://www.unfpa.org/audit-and-investigation</a></li> <li>○ Go directly <a href="http://web2.unfpa.org/help/hotline.cfm">http://web2.unfpa.org/help/hotline.cfm</a></li> </ul> <p><i>Note: the confidential helpline is available in Arabic, English, French, Russian and Spanish at unfpa.org and on Country Office website, in English and in the UN official language(s) most widely spoken in that office. Anonymous reporting is possible</i></p> </li> <li>• Dedicated <b>investigation hotline email address</b>: <a href="mailto:investigationshotline@unfpa.org">investigationshotline@unfpa.org</a> – only accessible by selected OAIS staff</li> <li>• Given the Covid19 impact, in person visits at the OAIS office are suspended until further notice</li> <li>• <b>By physical mail</b> marked as “Confidential” to the Director, OAIS  UNFPA Office of Audit and Investigation Services (OAIS)  for the attention of the Director, OAIS  605 Third Avenue  New York, NY 10158, USA</li> <li>• To the dedicated <b>OAIS fax</b> at +1 (212) 297 4938</li> <li>• <b>By telephone</b> to the <b>OAIS</b>-dedicated voicemail at <b>+1 (212) 297 5200</b></li> </ul>
<p><b>2.</b> Proscribed practice of <b>unethical conduct or behavior:</b>  <b>Harassment, sexual harassment, abuse of authority, discrimination</b></p>	<ul style="list-style-type: none"> <li>• Director, OAIS</li> </ul>	<ul style="list-style-type: none"> <li>• Same as 1</li> </ul>
<p><b>3.</b> Proscribed practice of <b>unethical conduct or behavior:</b>  <b>Sexual exploitation and sexual abuse (SEA)</b></p>	<ul style="list-style-type: none"> <li>• Director, OAIS</li> </ul>	<ul style="list-style-type: none"> <li>• Same as 1</li> <li>• Allegations have to be reported to OAIS immediately!</li> </ul>
<p><b>4. Retaliation</b></p>	<ul style="list-style-type: none"> <li>• Ethics Office</li> </ul>	<ul style="list-style-type: none"> <li>• <b>By email</b> to <a href="mailto:Ethics.office@unfpa.org">Ethics.office@unfpa.org</a></li> <li>• <b>In person</b> to the Ethics Office; in person visits are suspended until further notice</li> <li>• <b>By mail</b> marked as “Confidential” to the Ethics Advisor.</li> </ul>