OCHA
PEOPLE STRATEGY
Introduction to OCHA's Duty of Care Framework

What is OCHA's Duty of Care?

Through the OCHA People Strategy (2018-2021), and on the heels of the 2018 evaluation of OCHA's Duty of Care, we committed to systematically strengthen duty of care accountability across OCHA, and establish an OCHA Duty of Care Framework. OCHA's Duty of Care is defined as a non-waivable duty on the part of OCHA, including managers and all personnel, to mitigate or otherwise address foreseeable risks that may harm or injure OCHA's people. OCHA's Duty of Care vision is that all personnel enjoy better support and protection while fulfilling our mandate.

Why do we need a Duty of Care Framework?

The OCHA Duty of Care framework presents the overarching principles, minimum standards and accountability for achieving OCHA's duty of care vision. It outlines the minimum standards, roles and responsibilities of the organization to maintain the safety, security, physical health, and psychological wellbeing of all OCHA personnel.

As defined in the framework, OCHA's Duty of Care is divided in to two key areas: (1) **Security** and (2) **Occupational Safety, Health and Wellbeing (OSHW).**

Security Responsibilities

Management Responsibilities

Ensure that all OCHA personnel have access to and are aware of security related training requirements	Ensure sufficient funding is allocated for security and security equipment	Ensure that pertinent information on security matters is promptly disseminated to staff	Monitor and report on compliance with security policies, practices and procedures	Monitor and support those involved in security incidents

Personnel Responsibilities

Know about the risks and advice regarding security and the key people responsible for security management at their location	Know the key people responsible for security management at their location	Comply with all Country and OCHA security regulations and procedures	Obtain security clearance (TRIP) prior to travel	Complete and remain current in mandatory online security trainings and security briefings

Occupational Safety, Health and Wellbeing Responsibilities

Management Responsibilities

Promote a harmonious work environment and maintain open channels of communication	Address any reports and allegations of prohibited conduct promptly, in a fair and impartial manner	Plan and implement local programmes and activities within their teams, to protect and promote OSHW	Enable the implementation of corporate mechanisms, programmes, initiatives, and tools within their teams	Communicate and consult with personnel in their teams on OSHW matters

Personnel Responsibilities

Promote a harmonious work environment, free of intimidation, offence and any form of prohibited conduct	Know the UN's standards of conduct, duties and obligations of personnel	Take all reasonable health and safety preventive measures, and ensure their personal preparedness	Communicate openly with OCHA management regarding any specific concerns on OSHW matters	Report any observed risks or hazards to OCHA management.

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