



MANAGING SAFEGUARDING CASES AND INVESTIGATIONS

As part of an effective protection from sexualized violence and exploitation, NGOs need to manage incoming cases and investigations into safeguarding concerns.

In this training, participants will get an overview of the steps that need to follow the receipt of an allegation and get an introduction into the principles and stages of managing a safeguarding investigation. Using a mix of presentations, group work and role plays, participants will learn how to assess risks related to the investigation, to communicate with stakeholders and how to support survivors and witnesses.

The training is aimed at employees of development NGOs, who are responsible to manage safeguarding investigations, e.g. safeguarding leads or focal points, audit, compliance and risk managers, HR managers or designated safeguarding officers. This is a short course, which provides an overview of managing investigations and looks into specific challenges and questions of participants. It is neither an extensive investigations management training nor a training to be an investigator. Participants should have some practical experience in safeguarding and are invited to bring their own cases for the discussions.

Christine Ash-Büchner, certified trainer for the Core Humanitarian Standards and Safeguarding, will facilitate the training.

Participation is free of charge. Travel and accommodation costs must be organised and paid by the participants themselves. The number of places is limited. Please register online until 20th October 2021. The training will be in English.

WHEN?

Tuesday, 26 October 2021,
10.30 am – 6.00 pm and
Wednesday, 27 October 2021,
9.00 am – 5.00 pm,

WHERE?

UNICORN Event Space,
Brunnenstraße 64
13355 Berlin

REGISTRATION

Please register [↗here](#)
until 20 October 2021.

CONTACT

Katharina Stahlecker
k.stahlecker@venro.org
Telephone: 030/2 63 92 99-26

The venue is largely accessible. Please let us know if you have special support needs and/or bring assistive devices or companions. We will be happy to make reasonable accommodations associated with the event to the best of our ability.

The event will be held in accordance with applicable provisions of the SARS-CoV-2 Infection Control Measures Ordinance and in compliance with the VENRO hygiene concept. Participation is open to all who either

1. present a negative test result of a point-of-care (PoC) antigen test not longer than 24 hours ago or
2. have already been fully vaccinated and can prove that their last vaccination was at least 14 days ago, or
3. have had an infection, have recovered, and have had a positive PCR test result for at least six months and at least one vaccination at least 14 days ago; or
4. have been infected, have recovered, and have had a positive PCR test result for at least 28 days and no more than six months.

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PROGRAMME

Day 1, 26 October 2021

10:30	Welcome & introduction
11:00	Overview of the course & practicalities: Expectations & concerns
11:15	Principles of investigations
11:45	Investigations skills
12:15	Stages of an investigation
13:00	Lunch break
14:00	Analysing evidence
15:00	Gathering information
16:00	Break
16:15	Challenging conversations
16:45	Models of interviewing
17:15	Review of the day & questions
18:00	End of day 1

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Day 2, 27 October 2021

9:00	Welcome & recap of day 1
9:15	Interviewing different stakeholders (witnesses, survivors, subject of concern)
10:15	Break
10:30	Interviewing different stakeholders cont'd
11:30	Role play
12:30	Investigations report/ closure
13:00	Lunch break
14:00	Role Play - One on One interviews, Observation
15:15	Break
15:30	Management of investigations: Key aspects – Questions and discussion
16:45	Review of the day
17:00	End of training

WHEN?

Monday, 7 June 2021,
 10.00 am – 12.30 pm and
 Tuesday, 8 June 2021,
 10.00 am – 3.30 pm,
 Thursday, 10 June 2021,
 10.00 am – 12.00 pm

WHERE?

Online (Zoom)

REGISTRATION

Please register [↘here](#)
 until 27 May 2021.

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