Factsheet on ClearCheck

What is ClearCheck?

- ClearCheck is a highly secure online platform of a centralized database. It permits to share information amongst UN entities, system-wide, on individuals (subjects} who have established allegations related to sexual harassment (SH}, sexual exploitation and sexual abuse (SEA} with the aim to prevent re-employing them within the UN system.
- The UN Secretariat (DMSPC/OHR/ALD} is the 'business owner' of ClearCheck.
- ClearCheck has been operational since 28 June 2018.

What is recorded in the ClearCheck database?

- Individuals against whom allegations of SEA, while in service of an UN entity, were substantiated following an investigation and a disciplinary process.
- Individuals who resigned or separated from a UN entity, while being the subject of a pending investigation and/or disciplinary process for SEA.
- Individuals against whom allegations of SH, while in service of an entity, were substantiated following an investigation and a disciplinary process.
- Individuals who resigned or separated from a UN entity, while being the subject of a pending investigation and/or disciplinary process for SH.

What is the ClearCheck Community?

- ClearCheck is available to all **31** member organizations of the UN CEB. It is also available to the other entities of the UN system.
- Currently, there are **37** UN entities [**30 CEB members and 7 non-CEB members**] that participate in ClearCheck.
- When UN entities agree to join the ClearCheck community, they agree to abide by the two sets of the ClearCheck guidelines:

    1. Guidelines for the SEA component; and
    2. Guidelines for the SH component

- These guidelines instruct entities to enter their subjects of SEA & SH cases in the database (if they have any}, and to screen the candidates they consider hiring.
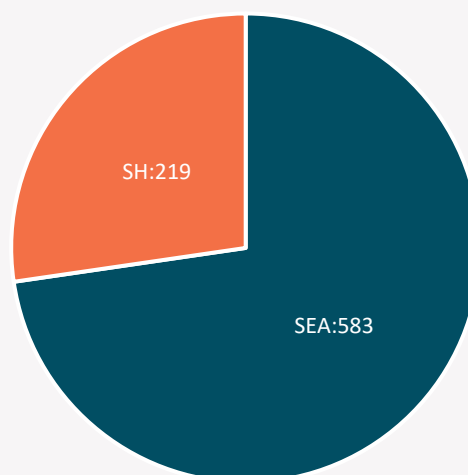
Annexes

Annex 1: ClearCheck - Participation and Usage
Annex 2: ClearCheck - Operation and Guidance
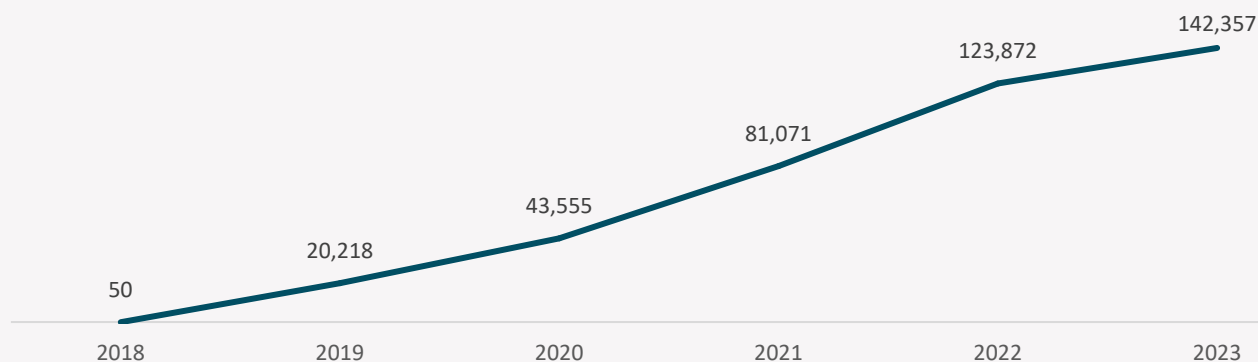
Annex 1: ClearCheck - Participation and Usage

37 participating entities

Entity	Count
Secretariat	1
Specialized Agencies	14
Funds and Programmes	6
Related Organizations	3
Other Entities	6
Other	7

■ Non-CEB ■ CEB

802 subjects recorded

SH: 219

SEA: 583

21 entities entered subjects; 31 conducted screening

425,623 Screening requests received since 2018

Year	Requests
2018	50
2019	20,218
2020	43,555
2021	81,071
2022	123,872
2023	142,357

8 exact matches have been found

Total number of screening requests

425,623

Total number of verification requests of the screening results with high percentage "matches"

6,393

Total number of exact matches

8

Annex 2: ClearCheck - Operation and Guidance

The use of ClearCheck follows two sets of guidelines:

1. **Guidelines for the SEA component of ClearCheck:**
   The updated version of the SEA guidelines was endorsed by the Secretary-General's High-Level Steering Group (HLSG) on 27 July 2018. It broadens the scope to include all uniformed personnel.

2. **Guidelines for the SH component of ClearCheck:**
   The expanded version of the SH guidelines was endorsed by the Working Group (WG) of the CEB Task Force on SH on 18 December 2018.

The UN Secretariat (DMSPC/OHR/ALD) is the 'business owner' of ClearCheck. OHR, in collaboration with all ClearCheck Focal Points, is responsible for:

a} Monitoring entry of data to populate ClearCheck; and liaising with Data Administrators and Focal Points to ensure regular updating and utilization of the database.
b} Monitoring and reporting on adoption of the expanded guidelines to include pending allegations; and promoting adoption of the expanded scope of the database.
c} Reporting on the status of data entry and system-wide utilization of ClearCheck.
d} Outreach to non-participating entities to achieve successful expansion of ClearCheck to all CEB members, and to non-CEB organizations.

There are currently 419 active users of ClearCheck (some have more than one role):

a) 402 "User" role - i.e., Hiring Manager, handling screening;
b) 92 "Manager" role - i.e., Data Administrator, entering data (subjects};
c) 61 "Officer" role - i.e., Verification Request, viewing and handling requests; and
d) 4 "Administrator" role - i.e., System Administrator maintaining/monitoring.

Those with "Officer" role automatically act as "Manager," but not necessarily the other way around. All 419 users, regardless of their role, have signed the "Confidentiality Undertaking."

There are three Quick Reference Guides for users:

a} ClearCheck - Quick Reference Guide for Data Administrators
b} ClearCheck - Quick Reference Guide for Hiring Managers
c} ClearCheck - Quick Reference Guide for Verification Request Management

SOP for ClearCheck (intended for the UN Secretariat only):

Since recruitment practices/policy frameworks may vary among the entities, there i
s not one universal SOP for all. Therefore, participating UN entities are encouraged to is
sue their respective SOP.

List of Participating UN Entities

UN Entities	UN Entities	CEB / Non-CEB
UN Secretariat	United Nations Secretariat	CEB
* UNEP	United Nations Environment Programme	CEB
* UN-Habitat	United Nations Human Settlements Programme	CEB
* UNODC	United Nations Office on Drugs and Crimes	CEB
* UNCTAD	United Nations Conference on Trade and Development	CEB
FAO	Food and Agriculture Organization	CEB
IAEA	International Atomic Energy Agency	CEB
ICAO	International Civil Aviation Organization	CEB
IFAD	International Fund for Agricultural Development	CEB
ILO	International Labour Organization	CEB
IMO	International Maritime Organization	CEB
IOM	International Organization for Migration	CEB
ITU	International Telecommunication Union	CEB
UNDP (including UNV)	United Nations Development Programme (United Nations Volunteers Programme)	CEB
UNESCO	United Nations Educational, Scientific and Cultural Organization	CEB
UNFPA	United Nations Population Fund	CEB
UNHCR	United Nations High Commissioner for Refugees	CEB
UNICEF	United Nations Children's Fund	CEB
UNIDO	United Nations Industrial Development Organization	CEB
UNOPS	United Nations Office for Project Services	CEB
UNRWA	United Nations Relief and Works Agency for Palestine Refugees in the Near East	CEB
UN Women	United Nations Entity for Gender Equality and the Empowerment of Women	CEB
UNWTO	United Nations World Tourism Organization	CEB
UPU	Universal Postal Union	CEB
WBG	World Bank Group	CEB
WFP	World Food Programme	CEB
WHO	World Health Organization	CEB
WIPO	World Intellectual Property Organization	CEB
WMO	World Meteorological Organization	CEB
WTO	World Trade Organization	CEB
ICC	International Criminal Court	Non-CEB
ITC	International Trade Centre	Non-CEB
UNAIDS	Joint United Nations Programme on HIV and AIDS	Non-CEB
UNIDIR	United Nations Institute for Disarmament Research	Non-CEB
UNSSC	United Nations System Staff College	Non-CEB
UNU	United Nations University	Non-CEB
UNRISD	United Nations Research Institute for Social Development	Non-CEB