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 34 UN entities [29 CEB members and 5 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

34 participating entities

- Secretariat: 1
- Specialized Agencies: 13
- Funds and Programmes: 6
- Related Organizations: 3
- Other Entities: 6
- Other: 5

731 subjects recorded

- SH: 179
- SEA: 552

20 entities entered subjects; 31 conducted screening

330,621 Screening requests received

4 exact matches have been found

- Total number of screening requests: 330,621
- Total number of verification requests of the screening results with high percentage “matches”: 5,784
- Total number of exact matches: 4
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:**

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

**There are currently 389 active users of ClearCheck (some have more than one role):**

- 379 “User” role - i.e., Hiring Manager, handling screening;
- 79 “Manager” role - i.e., Data Administrator, entering data (subjects);
- 54 “Officer” role - i.e., Verification Request, viewing and handling requests; and
- 7 “Administrator” role - i.e., System Administrator maintaining/monitoring.

*Those with “Officer” role automatically act as “Manager,” but not necessarily the other way around. All 389 users, regardless of their role, have signed the “Confidentiality Undertaking.”*

**There are three Quick Reference Guides for users:**

- ClearCheck – Quick Reference Guide for Data Administrators
- ClearCheck – Quick Reference Guide for Hiring Managers
- 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 is not one universal SOP for all. Therefore, participating UN entities are encouraged to sue their respective SOP.