



About Widows and Orphans Empowerment Organization (WEWE)

Updated May 18, 2024

1. Introduction

The Incorporated Trustee of Widows and Orphans Empowerment Organization (WEWE) is a women-led, Faith Based Organization (FBO) officially registered on June 7, 2009, WEWE was officially registered with the Corporate Affairs Commission (CAC) with RC Number **CAC/IT/33132**. Prior to its official registration, WEWE grew from a small Community-Based Organization (CBO) registered with the Okigwe Local Government Welfare Unit in Imo State on January 28, 2005.

WEWE has been in operation for over 14 years since its registration with CAC. With offices in Abuja, Rivers and Imo states, WEWE has provided services and empowered its beneficiaries:

248,792 Orphans and vulnerable children	2,835 Children under 5 years
93,153 Widows and caregivers	10,686 HIV positive adult caregivers
61,174 Adolescent girls	3,081 HIV positive children on treatment
127 Local CSOs capacity built	13,499 Gender Based Violence survivors

2. WEWE's Vision and Mission

Vision: A society without vulnerable persons

Mission: Empowering communities, vulnerable persons and local organizations to be resilient by faith

2. WEWE's Core Ideology WEWE has five (5) core organization ideologies that shape our organization's behavior

- i. To improve the lives of vulnerable persons
- ii. To beat global standards of excellence in all we do
- iii. To maintain statutory and financial compliance at all times. Furthermore, we seek to enhance the capacity of other local NGOs to also comply with the statutory and financial regulations. We do this to help increase the number of compliant NGOs in Nigeria and Africa.
- iv. To consistently provide superior programs and services than competitors.
- v. To constantly push WEWE performance to be better than the rest and to exceed the best.

4. WEWE Strategic Goal

To empower vulnerable and marginalized individuals through program intervention, such as supporting Orphans and Vulnerable Children (OVC), addressing Gender-Based Violence (GBV), improving health and nutrition, girl child programming, enhancing the capacity of local organizations, promoting the empowerment of widows and women, providing support for Persons with Disabilities and women involved in agriculture.

5. WEWE's Eight (8) Strategic Objectives in line with WEWE's five years strategic plan 2023 - 2028

- i. To improve the lives of orphans and vulnerable children in Nigeria in 5 years
- ii. To prevent and care for Gender Based Violence (GBV) Survivors in 5 years
- iii. To strengthen the organizational capacity of local organizations in Nigeria in 5 years
- iv. To provide health interventions (HIV, TB, PMTCT, & Malaria) for vulnerable persons in Nigeria in 5 years
- v. To provide nutritional interventions for vulnerable persons in 5 years
- vi. To provide support for the girl child in Nigeria for 5 years
- vii. To provide support for women and girls with disabilities in Nigeria for 5 years
- viii. To provide support for women in agriculture in Nigeria for 5 years



6. Geographic Coverage



Office Location - WEWE has two (2) fully equipped offices in 2 states and FCT WEWE's Head Office is in Abuja and WEWE field offices are in Rivers and the Imo States.

The address of the WEWE offices is listed below:

- a. **WEWE Head Office in Abuja:** 25 Idanre Hills Street AMSSCO Platinum Estate, Galadimawa Abuja.
- b. **WEWE Office in Rivers State:** No. 26 Farm Road, Eliowhani, Port Harcourt, Rivers State.
- c. **WEWE Office in Imo State:** Ground floor, Ubah Road, Okigwe, along Methodist Church St, Imo

WEWE has implemented projects in 16 states across Nigeria which include Abuja, Rivers, Kano, Ondo, Edo, Delta, Enugu, Ebonyi, Benue, Lagos, Bayelsa, Akwa Ibom, Abia, Imo, Anambra, and Oyo state.

7. WEWE's Financial Income

For the past fourteen (14) years, WEWE has managed to generate an audited income of **\$14.488 million** US dollars (\$1.035 million) per fiscal year spanning from January to December.

FY23 - N	469,263,579	(approx. \$ 0.6 million)
FY22 - N	498,722,000	(approx. \$ 1.1 million)
FY21 - N	368,890,000	(approx. \$ 0.9 million)
FY20 - N	523,741,000	(approx. \$ 1.4 million)
FY19 - N	471,843,004	(approx. \$ 1.3 million)
FY18 - N	1,045,244,069	(approx. \$ 2.9 million)
FY17 - N	701,184,063	(approx. \$ 2.0 million)
FY16 - N	385,521,851	(approx. \$ 1.2 million)
FY15 - N	344,429,360	(approx. \$ 1.5 million)
FY14 - N	48,839,661	(approx. \$ 0.3 million)
FY13 - N	7,271,878	(approx. \$0.05 million)
FY12 - N	29,865,000	(approx. \$ 0.2 million)
FY11 - N	58,135,220	(approx. \$ 0.4 million)
FY10 - N	104,288,117	(approx. \$ 0.7 million)

8. List of WEWE's Auditors:

WEWE's statutory auditors are:

1. Price Water House Coopers International Chartered Accountants (PWC) and
2. Bakertilly Nigeria (Chartered Accountants)

9. WEWE's Accounting Practices and Software

WEWE practices Generally Acceptable Accounting Practices (GAAP)

WEWE is currently using Online QuickBooks Pro 2015 Accounting Software

WEWE employs the use of HR software to run the office daily.



10. WEWE's Assets

WEWE has fully equipped and operational offices with the following assets valued at N54, 000, 000 Naira (USD \$ 46,855.9) The assets include 1). 4 Vehicles, 2) 56 laptops, 3) 12 projectors, 4) 2 Photocopiers, 5) 11 Desktop, 6) 4 Generators, 7) 17 Printers, 8) 1 camera, 9) 1 speaker, 10) 10 Mic, 11) 2 Safe.

See Annex 1 for complete details on WEWE's assets.

11. WEWE's Policy

WEWE has 29 policies; some were developed in 2010 - 2012 with support from USAID Washington New Partners Initiative (NPI) implemented by John Snow Inc. and some were developed with support from 2014 to 2019 by USAID Nigeria local partners initiative.

These WEWE policies have been updated regularly and we use them to guide operations. WEWE's 29 policies include; 1) Grant Manual, 2) Procurement and Property Management Policy, 3) Accounting Policy and Procedure Manual, 4) a Stigma and Discrimination Policy, 5) Volunteer Policy, 6) Human Resource Policy Manual, 7) Whistle Blowing Protection Policy, 8) Internal Audit Charter, 9) Drug-Free Workplace Policy, 10) Conflict of Interest Policy Statement, 11) Professional Conduct Policy, 12) Core Ideologies Framework, 13) Information Technology Policy and Procedure Manual, 14) Asset Management Policy, 15) Internal Audit Program, 16) Standard Operational Procedures (Programs), 17) HIV/AIDS Workplace Policy, 18) Disputes, Claims, and Litigation Policy, 19) Travel and Transportation Policy, 20) Internet Usage Policy, 21) Child Protection and Safeguarding Policy, 22) Child Protection Policy, 23) Gender Equality Policy, 24) Communication Policy, 25) Succession Policy and Strategy, 26) Change Management Policy and Procedure, 27) Safeguarding Policy, 28) Remote Policy, 29). WEWE's Model Policy on Sexual Harassment in the workplace adapted from ECOWAS model policy on sexual harassment in workplaces

See Annex 2 for complete details on WEWE's policy.

12. WEWE's Capacity Building Experience:



WEWE is an organization with over 11 years of experience in enhancing the capacity of more than 127 Civil Society Organizations (CSOs) and Business Membership Organizations (BMOs) that operate at different levels. WEWE is currently a resource partner to USAID-SCALE project where we were engaged to strengthen the organizational capacity of over 63 organizations to developed systems to manage USAID funds directly.

These 127 CSOs and BMOs that WEWE strengthen their capacity are at various levels, ranging from grassroots/community-based organizations that are young and informal, to formally constituted NGOs that are registered at either the local government, state, or federal level with Corporate Affairs Commission (CAC), and larger Umbrella Organizations and Thematic Networks and Platforms.

WEWE has extensive practical experience in improving the capacity of CSOs/BMOs in 12 different domains of capacity development.

1. Leadership and Governance
2. Structures and Systems
3. Human Resources
4. Administration
5. Organizational Management
6. Resource Mobilization
7. Project Performance Management
8. Gender, Equality, and Social Inclusion
9. Monitoring, Evaluation, Research and Learning
10. External Relations
11. Financial Management
12. Procurement



WEWE gained this experience from implementing several USAID-funded projects where we enrolled these CSOs/BMOs. WEWE then conducted various capacity assessments using various tools. WEWE then developed and implemented capacity development plans.

WEWE has successfully been able to adapt and develop tools:

- USAID Organizational Capacity Assessment Tool (OCAT)
- Self-Assessment checklist which identifies common capacity gaps, This Self-Assessment Checklist was developed after identifying that there was a gap in most tools regarding in-country nine (9) statutory requirements for Nigeria. Most of the tools like NUPAS, and USAID OCAT did not have domains to assess the local organization's capacity to comply with local laws and statutory requirements.
- Non-U.S. Organization Pre-Award Survey Guidelines and Support (NUPAS). One of WEWE's strategies was to prepare CSOs/BMOs to be able to have the capacity to score high on any pre-award assessment. Therefore, WEWE adapted the NUPAS to align with USAID Automated Directives System (ADS) 303, Chapter 30 procedures. We then carried out a pre-award assessment for each CSO/BMO. The results of the NUPAS were used to identify their weakness in a pre-award assessment. We then developed individual Capacity Development Plans (CDP) and we implemented the Capacity Development Plans.

The process which WEWE uses to develop the capacity of CSOs/BMOs includes;

- Conducting organizational capacity assessments to identify the gaps in financial management, internal compliance, audit and control, internal governance (succession planning), procurement, project management, and monitoring and evaluation.
- Develop a capacity development plan tailored to each CSO/BMO.
- Conducting training on the topic of the identified capacity gaps.
- Conducting leadership peer learning sessions.
- Conduct audit clinics that will review their financial records in preparation for future audits.
- Carry out mentoring and coaching of the CSOs/BMO staff.
- Short Apprentice placements in the WEWE office for the staff of CSOs/BMOs to shadow and learn by doing.
- Conducted Resource Mobilization Training: e.g. topics of the resource mobilization training are Crowd Funding, Proposal writing, Donation Box, Networking, social media presence, and public speaking.
- Developed Resource Mobilization Plans for each organization.

Table 1: List of 127 CSOs/BMOs WEWE Strengthened their Organizational Capacity

S/N	List of NGOs	Location
1	Community-Care-Center for Institutional Victims Of HIV/AIDS (Option-3C).	Enugu
2	Rural Women Foundation (RWF)	Anambra
3	Virtue Initiative (VI)	Imo
4	Daughters of Virtue and Empowerment Initiative (DOVENET)	Ebonyi
5	Teens and Youth Educational & Capacity Enhancement (TYECE)	Edo
6	Economic Empowerment for Unemployed Graduates (EAGLES).	Imo



7	Peoples Health and Economic Development Centre (PHEDEC)	Imo
8	Dorcas Eunice Foundation (DEF)	Oyo
9	Center for Reproductive Health, Aromatherapy & Development (CEREHAD).	Oyo
10	Jehovah Jireh Resources Haven for Widows and Orphans (JJR)	Oyo
11	People's Life Enhancement Organization (PLENO)	Imo
12	Hope Givers Initiative (HOG-I)	Anambra
13	Rosita Unique Care Foundation (RUCF)	Anambra
14	Hope Givers Care and Support Organization (HGCSO)	Anambra
15	South Saharan Development Organization (SSDO)	Anambra
16	African Network for the Prevention and Protection against Child Abuse and Neglect, Nigeria Chapter (ANPPCAN)	Enugu
17	Women and Community Livelihood Foundation (WOCLIF)	Akwa Ibom
18	AIDS Care Manager (ACM)	Akwa Ibom
19	Youth Organization for Health and Development Initiative (YOHaD)	Rivers
20	Lifetime Caring International Foundation (LIFETIME)	Rivers
21	Support for Mankind Development Center (SMDC)	Rivers
22	Victorian Clarion Foundation (VICLAF)	Anambra
23	Rivers of Hope & Humanitarian Initiative (ROHI)	Rivers
24	Rainbow Watch and Development Center (RWDC)	Rivers
25	Perpetual Succour for Women and Children (PESWAC)	Rivers
26	Tender life Rescue Initiative (TRI)	Rivers
27	Hope and Care Foundation	Rivers
28	Rhema Care Integrated Development Center (RHEMA)	Rivers
29	Youthcare Development and Empowerment Initiative	Oyo
30	Solace Place Foundation International	Rivers
31	Hope Rising for the Less Privileged and Vulnerable Foundation	Adamawa
32	Islamic Counselling Initiatives of Nigeria	Plateau
33	Rock of Ages Empowerment Foundation	Abuja
34	Advocates of Peace, Nature, and Gender Justice	Akwa Ibom
35	Initiative for Young Women's Health and Development	Cross River
36	Bright Capacity Initiatives for Community Enhancement	Kebbi
37	Assist Women and Develop Children Initiative	Osun
38	Save Mothers and Children Initiatives	Zamfara
39	Women and Youth Empowerment for Advancement and Health Initiative	Adamawa
40	Healthy Living and Women Empowerment Initiative	Lagos
41	Society to Heighten Awareness of Women and Children Abuse	Edo
42	SafePath Alliance for Women and Girls	Anambra
43	Association for the Restoration of the Dignity of Womanhood	Ondo
44	Freehearts Africa Reach Out Foundation	Kaduna
45	African Girls Empowerment Network	Ogun
46	Motherhen Development Foundation	Gombe
47	Mari-Care Foundation for Widows, Single Parents, Orphans and Vulnerable Children	Kano



48	Global Health Awareness Research Foundation	Enugu
49	Muna Helping Hand Foundation	Kano
50	Women Environment and Youth Development Initiative	Kwara
51	Eminent Empowerment and Inclusion Network	Enugu
52	Jennifer Etuh Foundation	Abuja
53	Jireh Doo Foundation	Benue
54	Women and Girl Child Capabilities and Empowerment Organization	Osun
55	Health Care Development Focus Initiative	Borno
56	Development Exchange Centre	Bauchi
57	Women of Valour Initiative for Development and Empowerment	Taraba
58	Woman Empowerment Education and Peace Building Initiative	Enugu
59	Girls Power Initiative (GPI)	Cross River
60	Women Advocates, Research and Documentation Centre (WARDC)	Lagos
61	African Centre for Leadership, Strategy and Development (Centre LSD)	Abuja
62	International Federation of Women Lawyers (FIDA) Nigeria	Abuja
63	Nigeria Network of NGOs (NNNGO)	Oyo
64	Joint National Associate of Persons with Disabilities (JONAPWD)	Abuja
65	Network Against Child Trafficking Abuse and Labour (NACTAL)	Abuja
66	Inclusive Friends Association (IFA)	Abuja
67	Federation of Muslim Women Associations in Nigeria (FOMWAN)	Abuja
68	DEVATOP Center for Africa Development	Abuja
69	CARA Development Foundation	Abuja
70	Tabitha Cumi Foundation (TCF)	Abuja
71	Step Up for Social Development and Empowerment in Nigeria (SUSDEN)	Abuja
72	Centre for Women Studies and Intervention (CWSI)	Abuja
73	Policy Alert	Akwa Ibom
74	Youth Hub Africa (YHA)	Abuja
75	Justice, Development & Peace Commission Abuja (JDPC)	Abuja
76	Maigodiya Centre for Youth Development (MCYD)	Taraba
77	Life and Peace Development Organization (LAPDO)	Akure
78	African Human Development Centre (AHDC)	Akwa Ibom
79	Africa Network for Environment and Economic Justice (ANE EJ)	Edo
80	Civil Society Legislative Advocacy Centre (CISLAC)	Abuja
81	Centre for Social Justice (CSJ)	Abuja
82	Gatefield	Abuja
83	Lawyers Alert	Abuja
84	Niger Delta Stakeholder Initiative for Community Development and Empowerment (NDSICDE)	Rivers
85	Women Friendly Initiative (WFI)	Abuja
86	Justice Development Peace Commission JDPC Uromi	Edo
87	Initiative for Community Development (ICD)	Delta
88	Centre of Women, Youth and Community Action (NACWYCA)	Nasarawa



89	Order Paper	Abuja
90	Centre for Awareness on Justice and Accountability (CAJA)	Kano
91	Civil Society Legislative Advocacy Centre (CISLAC).	Abuja
92	NECA's Network of Entrepreneurial Women (NNEW)	Rivers
93	Human Development Initiative (HDI)	Lagos
94	Centre for International Technology and Development (CITAD)	Kano
95	Health Reform Foundation of Nigeria (HERFON)	Abuja
96	Ugboro Progressive Fish Farmers Association (UPFFA)	Delta
97	Leadership Initiative for Transformation and Empowerment (LITE-Africa)	Delta
98	Nembe Community Development Foundation (NCDF)	Bayelsa
99	Youth Alive Foundation (YAF)	Abuja
100	Citizens Centre for Integrated Development and Social Rights (CCIDESOR)	Imo
101	Edo State Cooperative Farmers Association (ESCAFAL)	Edo
102	Social Welfare Network Initiative (SWNI)	Borno
103	Women Empowerment Development Initiative (WEDI)	Borno
104	Borno Coalition for Democracy and Progress	Borno
105	Grassroot Youth Development Forum	Borno
106	Interfaith Mediation Centre (IMC)	Borno
107	Bolori 2 Youth Development Association (BYDA)	Borno
108	Youth Federation for World Peace	Borno
109	North East Development Association (NEDA)	Borno
110	Women Economic Emancipation Initiative (WEEI)	Borno
111	Peace Ambassador Foundation	Borno
112	Samaritan Care & Support Initiative	Borno
113	Borno Women Development Initiative (BOWDI)	Borno
114	Palm Care Community Initiative (PCCI)	Borno
115	Women in the New Nigeria (WINN)	Borno
116	DAMNAISH Human Capacity Building Initiative (DHCBI)	Borno
117	Limandi Development Association	Borno
118	Gender Equality, Peace and Development Centre (GEPaDC)	Borno
119	African Health Foundation	Borno
120	Women and Children's Rights Initiative and Peace Building Awareness (WACRIPA)	Borno
121	Sanitation and Hygiene Education Initiative (SaHEI)	Borno
122	Hallmark Leadership Initiative	Borno
123	National Youth Council of Nigeria (NYCN)	Borno
124	Northern Christian Elders Forum (NOCEF)	Borno
125	Development Initiative for African Women (DIFAW)	Borno
126	Core Group Project Partner (CGPP)	Borno
127	African Healthcare Implementation Facilitation Foundation (AHIFF)	Borno
Total number of CSOs - 127		



13. Organizational Structure

WEWE's organizational structure is made up of a governing Board of two (2) registered Trustees and three (3) unregistered Trustees which provide oversight functions for WEWE. WEWE's structure also has a seven (7) - person Senior Management Team (SMT) which carries out the day-to-day implementation of WEWE strategic plan. WEWE's SMT is led by the Executive Director, and it reports to the board. WEWE has 36 general staff members.

14. WEWE Governing Board

WEWE has a five (5) - person governing board made up of professionals. WEWE Board is women dominated and women-led. Find below a list of WEWE's boards and a brief about them.

Table 2: List of WEWE's Trustees

S/N	Name	Position	Job Title	Qualification	Gender
1	Dr. Funmilayo Oyefusi	Chairperson	Organizational and Human Development Practitioner	PhD HR Management, Atlantic International Univ., USA. 2022 MSc. Global Human Resources, University of Liverpool, 2017 B.Sc in Agriculture, Obafemi Awolowo University Nigeria, 1992 Fellow, Institute of Management Consultants (FIMC) Member, Chartered Institute of Personnel Management Nigeria Member, Society for Human Resource Management Chair of the Human Resource Policy Review Committee USA, 2020 Certificate. Knowledge Management, South Africa 2008	Female
2	Gloria Njiowhor	Secretary	Civil Servant	BA in English, University of Abuja, PGD, Public Administration, University of Abuja 2019	Female
3	Saliu Olarenwaju	member	Chartered Accountant	MSc. Professional Accounting, 2020 BSc. Computer Science and Economics 1997 Certified Information Systems Auditor (CISA) 2003 Certified Information Security Manager (CISM) 2005 Fellow, Chartered Institute of Taxation of Nigerian (FCTI) 2023 Fellow, Association of Certified Chartered Accountants (FCCA) 2021 Certificate, International Public Sector Accounting Standards 2017 Associate, Institute of Chartered Accountants Nigeria (ICAN) 2018 Certified Member, Institute Internal Auditors (IIA) – CIA 2018	Male
4	Barr. Genevieve Ike Johnson	member	Legal Practitioner	LLB, Nigerian Law School, Abuja, 2008 Bachelor of Law (LLB), University of Uyo, Nigeria, 2007 Human Resource Management License Professional (HRMLP) 2019 PD, HRM, Professional Diploma, Human Resource Management. 2017 ACIPM, Associate Chartered Institute of Personnel Management 2017 CMC: Certified Management Consultant. 2021 OND BA, Diploma in Business Administration, Nekede, Owerri. 2001	Female
5	Dr. A diya Ode	member	Development Practitioner	Master Public Administration (MPA), Harvey University, USA 2012 MBA, Massachusetts Institute of Technology (MIT) USA 2011 MSc Agriculture Economics, University of London, 1995 Doctor of Veteran Medicine, Amadu Bello University, Kaduna 1989	Female

15. WEWE's Management Team

WEWE has a seven (7) man professional Senior Management Team (SMT) which comprises the (1) Executive Director, (2) Executive Secretary, (3) Director of Strategic Information Monitoring, Evaluation Accountability and Learning (MEAL), (4) Finance Manager, (5) Internal Audit Manager, (6) Operations Manager, and (7) Senior Orphans and Vulnerable Children Officer, who are all experts in their different fields working in accordance with the vision of WEWE The table below contains a list of WEWE's SMT and their qualifications.



Table 3: List of WEWE's Management Team

S/N	Name	Qualification	Designation	Gender
1	Josephine Ogazi-Egwuonwu	B.Sc. M.Sc., Ph.D.	Executive Director	Female
2	Prince Ezekiel Olueseh	BSc Microbiology M.PH, FIMC, CMC, Fellow Institute of Management Consultants	Director Strategic Information – Monitor and Evaluation Accountability and Learning (MEAL)	Male
3	Oluwole Akeredolu	HND, MBA, FCA	Internal Audit Manager	Male
4	Nwaoko Celestine	M.Sc. in Business Administration, B.Sc. Accounting ACA, and ACTI	Finance Manager	Male
5	Jack Ubong-Eshiet.	B.Sc., ISC, CCNA, CompTIA A+, MBA	Operations Manager	Male
6	Grace Okafor	BSc. In Environmental Resource Management, Professional Certificate in HRM, Chartered Institute of Personnel Management - In view	Executive Secretary	Female
7	Iloghalu Nkechi,	BSc. Accounting, PGD, Community Health	Senior Orphans and Vulnerable Children Officer	Female

16. WEWE's Staff Members List

Below is a list of WEWE's staff's designation, qualifications, and office location.

Table 4: List of WEWE's Staff

S/N	Name	DESIGNATION	QUALIFICATION	SEX	LOCATION
1	Josephine Ogazi Egwuonwu	Executive Director	Ph.D. Agronomy, MSc Agronomy, BSc Agronomy; and Member Institute of Directors (IoD)	F	Abuja
2	Grace Okafor	Executive Secretary	BSc. Environmental Resource Management, Professional Certificate in HRM, Chartered Institute of Personnel Management - In view	F	Abuja
3	Prince Olueseh Ezekiel	Director, Strategic Information, Monitor, Evaluation, Accountability and Learning (MEAL)	BSc Microbiology M.PH, FIMC, CMC, Fellow Institute of Management Consultants	M	Abuja
4	Ubong Eshiet Jack	Operations Manager	Master of Business Administration (MBA), BSc, Business Administration, Professional Certificate in Information Technology	M	Abuja
5	Celestine Nwaoko	Finance Manager	BSc Accounting Associate Chartered Accountant of ICAN Master of Business Administration	M	Abuja
6	Michael Chika Okorie	Project Driver	National Business Technical Exam Board (NABTEB) GCE	M	Abuja
7	Imoh Etim Emah	Finance Officer	BSc Accounting	M	Abuja
8	Ernest Chukwuma Agwu	Human Resource Officer	Higher National Diploma (HND) in Marketing, Chartered Inst. Of Personnel Management–In view	M	Abuja
9	Oluwole Akeredolu	Internal Audit Manager	Fellow, Chartered Institute of Accountants of Nigeria; and Master of Business Administration (MBA) HND, Finance and Accounting	M	Abuja
10	Ogonna Annette Onwere	GBV Program Officer	Master of Public Health, Bachelor of BTech in Public Health Technology	F	Rivers
11	Temple Ebi	Key Population (KP) program officer	HND in Business Administration PGD Management	M	Rivers



12	Okechukwu Nwafor	Referral and Retention Program Officer	BSC in Communication, MSc in Population and Communication Development	M	Rivers
13	Egbonwachi Oluchukwu Jacobs	Program Officer: Adolescents and Young People (AYP)	B.A International Studies and Diplomacy (ISD), MSc in view: Peace Studies and Conflict Resolution)	M	Rivers
14	Nkechi Iloghalu	Senior OVC Program Officer	BSc Accounting	F	Rivers
15	Salvation Chinezom Thompson	HIV Testing Services (HTS) Program Officer	BSc. Biomedical Science	M	Rivers
16	Sabina Omojo Abalaka	Legal Officer	Barrister at Law (BL) Bachelor of Law (LLB)	F	Abuja
17	Theresa Ifeyinwa Ezeoma	FCT Program/GBV Associate/	Master of Public Administration; PGD Public Administration; B.A. International Studies and Diplomacy and Diploma in Law.	F	Abuja
18	Ese Gift Enyen	HR/Legal Officer	Barrister at Law (BL) Bachelor of Law (LLB)	F	Abuja
19	Godsfavour	Procurement Associate	BSc Social Works	F	Abuja
20	Moses Adeyemi Arhyel	IT Officer	BSc Computer Science	M	Abuja
21	Moses Udo	Project Driver	BSc Management	M	Rivers
22	James Alexander Jalex	Project Driver	SSCE	M	Abuja
23	Samuel Otabili	Security Officer	SSCE	M	Rivers
24	Franklin Chinedu Nebo	Data Management Officer	HND, Chemical Engineering	M	Rivers
25	Dike Chukwuka Okachi	Gender-Based Violence (GBV) Legal Program	Barrister at Law (BL) Bachelor of Law (LLB)	M	Rivers
26	Chioma Favour Okefor	Gender-Based Violence Associate	Master of Public Health (MPH), BSc Microbiology	F	Rivers
27	Comfort Ifeoma Bright	State Finance Officer/Admin	BSc Management & Accounting, Associate Chartered Accountant of ICAN	F	Rivers
28	Israel Ishaku	Office Cleaner	Senior Secondary Certificate of Education (SSCE)	M	Abuja
29	Josephine Abiodun Fawale	Program Assistant	Diploma in Industrial & Labor Relations	F	Abuja
30	Lipdo Nimkur	Security Officer	SSCE	M	Abuja
31	Woksitda Bana Nenmane	Security Officer	SSCE	M	Abuja
32	John Jeremiah Ijele	Account Officer	HND Accounting; Associate, Chartered Accountant (ACA) (ICAN)	M	Abuja
33	Ezekiel Freeman Monday	Office Cleaning and Admin Assistant	B.Sc. Library and Information Science	M	Rivers
34	Nwankwo John	Security Officer	Senior Secondary School Examination (SSCE)	M	Rivers

* See Annex 3 for a complete organogram of WEWE's staff



WEWE's Achievement

We have over 10 years of experience implementing 18 core projects.

See below WEWE's past performance reference table for current and past projects.

Table 5: List of current projects

Donor	Project Name, Award Number, type of award, and Location	Award Amount and Duration	Results/Activities: Highlight activities on Nutrition, Malaria, Capacity development
Institute of Human Virology of Nigeria (IHVN) (FY23: Oct 1, 2022, to Sept 2024)	Accelerating Strategies for Practical Innovation and Research in Economic Strengthening (ASPIRE) project – CDC funded/IHVN subgrant. Geographical coverage of 23 LGAs in Rivers State	Award Amount USD 1,464,395 (N846,073,750)	<ul style="list-style-type: none"> ▪ Enrolled 144,000 Children and caregivers. ▪ Enrolled and provided services to 3588 Children Living with HIV (HIV positive) children. ▪ Enrolled and provided services to 11,140 adults. ▪ 312 Women of Reproductive Health reached with Sexual health fertility and sex Education messages. ▪ 16,270 Adolescents reached life skill messages to build resilience and negotiation skills. ▪ 2 households received emergency food support. ▪ Working with 117 Hospitals (113 Hospitals and 4 Police Clinics) to provide a clinical response. ▪ Age-appropriate HIV prevention messages (ABC) were provided to 43, 864 adolescents. ▪ positive women reached with PMTCT messages in collaboration with the health Facility.
IHVN - WEWE Gender-Based Violence (GBV) project	IHVN – WEWE GBV project A sub-grant from– CDC, PEPFAR	NGN 47,270,982.8 millions Naira Duration: 2019 - Till date	<ul style="list-style-type: none"> ▪ 12,168 GBV survivors have been provided with GBV clinical and non-clinical services to different type of GBV survivors – the different types of services are: ▪ 45 facility GBV Focal person trained on GBV reporting tool to provide clinical responses which are Post Exposure Prophylaxis (PEP), Contraceptives. and referral for other non-clinical services and legal counsel.
Women for (WfWI)	Mobilizing Community-Led Solutions for Addressing Gender-Based Violence in Northern Nigeria	USD 15,000 Sept 26, 2023 – July 30, 2024 Subgrant reference: 2023/NIG/SG/2270/WEWE	Organized and facilitated a CSO forum roundtable meeting of national-level actors in Abuja where learnings from the community level are presented and recommended for inclusion in national advocacy on GBV prevention.
GlobalGiving	Health Insurance for 200 widows Type of award: Online Crowdfunding 117 Donations and private donations Location: FCTAbuja	USD 9,392 N 586,450.00 Duration: Sept 23, 2020 – to date Ongoing	Results so far partnered with the National Health Insurance Authority to support 106 beneficiaries who are vulnerable widows and their orphans' children out of the 200 widows and orphans with support from 117 donations received from the GlobalGiving crowdfunding platform and individual donors outside GlobalGiving into the Group, Individual, and Family Social Health Insurance Programme (GIFSHIP)



Table 6: List of Past Projects

Donor	Project Name, Award Number, type of award, and Location	Award Amount and Duration	Results/Activities: Highlight activities on Nutrition, Malaria, Capacity development
<p>Institute of Human Virology of Nigeria (IHVN)</p> <p>April 2019 to September 2023 (3.5 years)</p>	<p>Accelerating Control of the HIV Epidemic in Nigeria (ACHIEVE Project) a.k.a Rivers State Surge Project.</p> <p>– CDC, PEPFAR sub-grant from IHVN</p>	<p>Amount: USD \$ 3,500,932 million</p>	<ul style="list-style-type: none"> • 3500 HIV-positive children received emergency food support. • 2386 Households were provided with Nutrition education and counseling. • 89 households assisted in setting up a home garden. • 120 households received emergency food support. • Worked with 117 Hospital (113 Hospitals and 4 Police Clinics) to provide a clinical response
<p>Palladium International,</p> <p>Award no. SCALE-217787G-2021-001</p> <p>Follow on subgrant award no SCALE-217787-G-2022046</p>	<p>USAID funded Nigeria Strengthening Civic Advocacy and Local Engagement Nigeria.</p> <p>SCALE Year 2</p> <p>Location: FCT-Abuja, Akwa Ibom, Imo, Cross River, Oyo State</p>	<p>N157,995,959 Naira</p> <p>Duration: Aug 16, 2021, to Jan 15, 2024 (2 years)</p>	<p>WEWE is currently a resource partner to USAID funded SCALE, and we conducted Organizational Capacity Assessments (OCA) and developed Organizational Capacity development plans for 63 SCALE subgrantees who are Anchor CSOs and Business Membership Organizations (BMOs) using the Organizational Capacity Assessment Tool (OCAT) and Organizational Performance Index (OPI) tools. WEWE developed statutory compliance action plans, we coached and mentored these organizations to access and manage USAID funds directly.</p> <p>WEWE conducted capacity assessments in the following capacity domains 1. Leadership and 2. Governance, 3. Structures and Systems, 3. Human Resources, 4. Administration, 5. Organizational Management, 6. Resource</p>
			<p>Mobilization, 7. Project Performance Management, 8. Gender, Equality and Social Inclusion, 9. Monitoring, Evaluation, Research and Learning, 10. External Relations, 11. Financial Management and 12. Procurement</p>
<p>Palladium International, LLC</p> <p>Type of award: Fix Amount Award (FAA)</p> <p>Award/Grant No. 217727-IHPGUC2023-046</p>	<p>USAID-funded Integrated Health Program (IHP) Child Nutrition Grant:</p> <p>Location: 60 PHCs in the 6 Area Councils of FCT-Abuja</p>	<p>N39,813,122.0</p> <p>Duration: May 26, 2023, to December 15, 2023 (7 months)</p>	<ul style="list-style-type: none"> ▪ 2002 malnourished infant and young child feeding practices who are under 5 years old. ▪ 60 Primary Health Care (PHCs) on six (6) area councils in FCT were strengthened ▪ 147 HCWs and 60 CBVs trained and strengthened on integrated child health services to promote food-based approaches to improve dietary diversity of ▪ Identified and enrolled 2002 MAM and SAM cases and achieved a 30% recovery rate. ▪ Established a food bank in a PHC in AMAC-FCT



DAI Global, LLC Location: 7 Ebonyi State, Nigeria	USAID/State Accountability, Transparency, and Effectiveness (State2State) Activity No 72062020C00002 Type of award: Fixed Amount Award	\$48,306.67 Duration: Jan 12, 2021 – Dec 11, 2022 (2-years)	Formed WASH Customer Forum across the 7 LGAs with relevant WASH stakeholders and developed a WASH Service Demand Charter document which served as a policy document for both the Service providers (Govt) and Customers (Citizens). Established health clubs in public secondary schools
USAIDChemonics Type of award: 'Contract;	USAID Strengthening Advocacy and Civic Engagement (SACE) Contract No. 015 Location: 10 states - Abuja, Rivers, Kano, Ondo, Edo, Delta, Lagos, Bayelsa, Akwa Ibom, and Imo.	NGN 113,283,084 (USD 314,675) Start date: Aug 2017 to Oct. 2018 (15) months	We conducted Organizational Capacity Assessments (OCA) and developed Organizational Capacity development plans for 17 SACE subgrantees who are Anchor CSOs and Business Membership Organizations (BMOs) using the NUPAS and OCAT tools.
USAID-Nigeria Type of award: Direct Award	Local Partners Initiative for Orphans and Vulnerable Children (OVC) (LOPIN 2) CA - AID-620-A-14-00005 Location: Anambra, Akwa Ibom, Imo, and Rivers States	\$11,099,990 (N 2, 219, 998, 000) Duration: Sept 2014 to Jun 2019 (5 years)	WEWE provided technical and organizational capacity in the area of fundraising to local CBOs in Akwa Ibom, Rivers, Imo, and Anambra states to 11 CSO partners who were sub-grantees to WEWE receiving between \$30,000 to \$100,000 US dollars per annum.
USAID Nigeria	FHI 360 Malaria Action Program for States (MAPS) Type of award: Subgrant Location: 5 LGAs, Oyo State	N4,000,000 Aug 2014-Jan 2015	<ul style="list-style-type: none"> ▪ 2,405 Households were reached on malaria prevention ▪ 1000 vulnerable pregnant women and children under 5 years were provided with malaria prevention messages, mosquito nets, and treatment with a reduction in the incidence of malaria by 80% in 20 communities across 5 LGAs in Oyo State.
Malaria Consortium	Insecticide Treated Net (ITN) Campaign Location: Onitsha South, Anambra State	N1,224,900 July 27- August 17, 2022	WEWE carried out sensitization to community leaders, religious leader, traditional leaders, union leaders, and their members on the regular use of insecticide nets to fight against malaria.
Viiv Healthcare Positive Action Fund Project (PACF)	PMTCT education for Pregnant women in Imo and Abia State. Location: Imo and Abia State	N34,010,831 Duration: Oct 2012-Jan 2017 (5-years) Direct award	WEWE Trained HCWs and Traditional Birth Attendance on how to educate pregnant women on PMTCT and strengthen the capacity of two PHCs to use Clinics, communities, and CBOs to improve PMTCT outcomes of over 1000 pregnant women.
Embassy of Ireland (Irish Aid)	'UNITE! Activism to end violence against women and girls. Location: FCT-Abuja	5000 EUROS Duration: Nov 25 to Dec 10, 2022 (3 weeks)	WEWE set a task force for all 19 GBV stakeholders in FCT and together we championed the fight against Gender-Based violence against girls and women in FCT with 12 CSOs and 7 Government Stakeholders. sensitized as GBV change agents/Advocate



<p>European Cooperative for Rural Development (EUCORD)</p> <p>USAID Washington DC</p>	<p>Children of Hope (CH) Orphans and Vulnerable Children Project (OVC).</p> <p>CA No. GH0-A-00-09-0008-00.</p> <p>Type of award: Subgrant Location: Imo, Enugu, Ebonyi, Oyo, Edo, FCT and Benue States</p>	<p>USD \$ 2,040,647</p> <p>Duration: Dec 1, 2008, to Sept. 31, 2012 (3 years)</p>	<p>WEWE provides 7+1 services to 12001 orphans and vulnerable children and 4009 caregivers which include Nutrition and Food Security, Psychosocial Support and protection, and HIV prevention services such as 1) Sexual Reproductive health Messages for Women of Reproductive Ages, 2) Food Demonstrations using Positive deviant heart, 3) Community screening of MAM and SAM using MUAC</p>
<p>Pediatric AIDS Treatment for Africa (PATA)</p>	<p>CBOs – Clinic Collaboration (C3) Program Abia and Imo State</p>	<p>Amount: N1,200,000</p> <p>Start date: Aug 2011-2013 (3 Years)</p>	<p>•This project aimed at promoting, facilitating, and strengthening collaboration between pediatric HIV clinics and community-based organizations (CBOs) for improved access to high-quality holistic care for HIV-infected children, their families, and communities.</p> <p>–WEWE was able to achieve the goal of the project within the given period.</p>
<p>Vitamin Angels</p> <p>Food Supplements for Children under 5 years in Imo State</p>	<p>All 27 Local governments in Imo State</p>	<p>Worked in Collaboration with Imo State Ministry of Health to supervise -</p> <ol style="list-style-type: none"> 1. Provision of 3,000,000 doses of Albendazole of 400 mg distributed to Children 12-59 Months (3,000 bottles for 1,500,000 beneficiaries across 27 LGAs in Imo State on MNCH weeks. 2. Provision of 1,440,000 doses of Multivitamins for Pregnant Women (8,000 bottles, enough for 8,000 beneficiaries) 	<p>WEWE received an in-kind grant from Vitamin Angels to administer Micronutrients. Albendazole on MNCH days across Imo State</p> <p>This was done by arranging receipt and collection of the items and conducting monitoring visits on MHCN days</p>
<p>USAID Effective Water, Sanitation, Hygiene Services (WASH) and Program (E-</p>	<p>USAID - Research Triangle Institute (RTI)</p>	<p>NGN 30,331,480.00</p> <p>Start Date: September 2, 2019, End Date: December 31, 2020.</p> <p>Modification Date: July 22, 2020.</p>	<p>Provide women's households with WASH education and coordinator community WASH forums</p>



ANNEX 1: Table 1 showing all WEWE Assets

S/N Items	Quantity
1 Table	80
2 Chair	84
3 Laptop	56
4 Air Conditioner	21
5 Cabinet	56
6 Monitor	13
7 CPU	3
8 Photocopier	2
9 Desktop	11
10 Projector	12
11 Printer	17
12 Generator	4
13 UPS	19
14 Server Rack	1
15 Switch	2
16 Fire Wall	1
17 Router	1
18 Microwave	3
19 Refrigerator	1
20 Fan	10
21 Water Dispenser	4
22 Project Vehicle	4
23 Bar Code Scanner	2
24 Computer All-in-One	3
25 CashBox	2
26 Scale	8
27 Camera	1
28 Speaker	1
29 Mic	10
30 Safe	2
31 Server stand	1
Total	435



ANNEX 2: Table 2 shows complete details of WEWE’s 28 organizational policies and their use

S/N	Operational Policies	Uses/Importance
1	Grant Manual	<p>This is a manual set to guide each stage of grant selection, grant implementation, and grant monitoring of an organization in relation to donor policy. This manual provides grantees with basic information, resources, and knowledge of Grants management and a solid Foundation on basic grant requirements and expectations regarding Grants Management.</p> <p>The information contained in the Grant Manual helps the grant recipients meet the financial and technical obligations of a grant agreement.</p>
2	Procurement Policy	<p>Procurement and Property Management Policy sets out principles that govern the procurement of goods and services on behalf of the Organization and an established framework for decision-making concerning such procurement.</p> <p>This Policy ensures that the Organization obtains the best value for money in the procurement of goods and services by requiring the application of a clear and consistent approach to procurement that is based on the procurement principles.</p> <p>Procurement and Property Management Policy helps to ensure that all items and services are adequately acquired; proper implementation of this Policy saves money, time, and resources and smooth running of the Organization. This Policy helps to ensure that all employees involved in the procurement of goods and services have a clear understanding of their role and what is required of them. it protects employees involved from the risks associated with procurement not being properly conducted</p>
3	Accounting Policy and Procedure Manual	<p>Accounting Policy and Procedure Manual: This Policy and Procedure Manual is a set of organizational-specific rules and regulations, principles, bases, measurement systems, procedures, and practices that guide the financial activities within the Organization.</p> <p>It provides reference and guidance for employees in their day-to-day work to ensure that transactions are accurately carried out in compliance with relevant Accounting and donors' regulations, correctly recorded, and presented in a manner that shows an accurate and fair financial position of the Organization. It acts as an information source for accountants, Management, and internal and external auditors for testing the strength of the organizational financial control environment. It guides how an Organization's Assets and income are accounted for and controlled.</p>
4	Stigma and Discrimination Policy	<p>This Policy guides avoiding stigma and discrimination against an individual working in the Organization.</p>
5	Volunteer Policy	<p>This Policy provides guidelines to both the employees and volunteers of the Organization on the role, responsibilities, and expectations of volunteers within the organization and how they are expected to be treated</p> <p>This Policy provides overall guidance and direction on organizational volunteer management, and it gives the Organization a consistent way to approach the involvement of volunteers within the Organization.</p>
6	Human Resource Policy Manual	<p>This is defined as written guidelines, procedures, codes, and regulations on the organization's approach to managing its employees and work activities within acceptable limits, communicated to all employees in the Organization. They represent specific guidelines to the HR Team on various matters concerning employment and the State of the Organization on different aspects of Human Resource management such as <u>recruitment</u>, <u>promotion</u>, <u>compensation</u>, <u>training</u>, selections, disciplinary procedures, etc.</p> <p>Human Resource policy provides frameworks within which consistent decisions are made and promotes equity and transparency in the way in which employees are treated, thereby minimizing the scope of favoritism and discrimination and also clear communication between the Organization and their employees regarding their condition of employment and efficient utilization of human resources within an organization.</p>



7	Whistle Blowing Protection Policy	<p>This Policy is a guide to addressing and reporting wrongdoings such as mismanagement, fraud, and other misconducts within the Organization to the appropriate persons, without the fear of being threatened or fear of reprisal, and allows for justice to be achieved in an organization that might otherwise remain unexposed,</p> <p>It helps the organization be open, promote compliance, accountable, and fair treatment to employees. By encouraging a whistleblowing culture, the Organization supports a transparent structure and effective, clear communication to prevent future concerns</p> <p>Whistleblowers Policy helps root out waste, fraud, and abuse and protects public health and safety.</p>
8	Internal Audit Charter	<p>This Policy is a formal document that writes details about the primary purpose of internal audit, rights, obligations, reporting lines, authority, and code of ethics that internal auditors should have within the Organization.</p> <p>This document helps to understand what internal audit activities are and allows the internal auditors to know their scope, rights, responsibilities, and reporting line.</p>
9	Drug-Free Workplace Policy	<p>This Policy prohibits the unlawful manufacture, distribution, dispensation, possession, or controlled substance use. It promotes an employment setting where all employees adhere to activities designed to provide a safe workplace and discourage alcohol and drug abuse.</p> <p>This Policy helps ensure that the Organization maintains a safe and drug-free work environment for employees and balances our respect for individuals with the need to maintain an alcohol and drug-free environment.</p>
10	Conflict of Interest Policy Statement	<p>Conflict of Interest Policy has to do with any interest, financial or otherwise, direct or indirect, participation in any business, transaction, or professional activity, or incurring of any obligation of any nature, which is or appears to be in substantial conflict with the proper discharge of duties about the Organization. This Policy helps to identify situations that present potential conflicts of interest and provides the Organization with a procedure to appropriately manage conflicts by legal requirements and the goals of accountability and transparency in organizational operations. It also helps employees document, State, and identify any potential conflicts of interest.</p>
11	Professional Conduct Policy	<p>Professional Conduct Policy is a guideline that outlines a set of acceptable standards and behavior expected from employees towards others and the Organization to ensure that the work environment remains pleasant for all employees</p> <p>This Policy helps to maintain a standard of acceptable behavior for all employees in the organization and serves as a reminder to employees of what is expected from them and the understanding of consequences and disciplinary actions if the conduct is broken</p>
12	Core Ideologies Framework	<p>Core Ideologies Framework is a set of guiding principles that dictate the organization's behavior. It describes who the Organization is, what the organization stands for, and what the organization is all about. Core Ideas are a shaping force, a guiding principle, and a purpose for the Organization's reason for existence and purpose.</p> <p>These core ideologies are used to guide and inspire employees within the Organization and remain relatively fixed for long periods</p>
13	Information Technology Policy and Procedure Manual	<p>Information Technology (IT) Policy is defined as rules, regulations, and guidelines for proper usage and maintenance of technological assets to ensure their ethical and acceptable use and to assure the health, safety, and security of data, products, and facilities as well as the people using them within the Organization. The Policy clarifies information technology for everyone in an organization and works to fight threats and manage risks while ensuring efficient, effective, and consistent operations.</p>
14	Asset Management Policy	<p>Asset Management Policy is the guidance on the standard procedure and practice of receiving, tagging, documenting, managing, and disposing of Equipment in a manner that is consistent, timely, and cost-effective in the Organization</p> <p>Maintaining up-to-date inventory and asset controls is essential to ensure that all equipment locations and dispositions are well known. It also helps in proper asset management procedures and protocols and provides documentation that aid in recovery, replacement, criminal, and insurance activities.</p>



15	Internal Audit Program	<p>Internal audit Programs assess the Organization's internal controls, including its governance and accounting processes. These audits ensure compliance with laws and regulations and help maintain accurate and timely financial reporting and data collection. Internal audit programs also provide Management with the tools necessary to attain operational efficiency by identifying problems and correcting lapses before they are discovered in an external audit.</p> <p>Internal audit programs help to provide a degree of risk management and safeguard against potential fraud, waste, or abuse and also provide Management with suggestions for improvements to current processes not functioning as intended</p>
16	Standard Operational Procedures (Programs)	<p>Standard Operational Procedures (Programs) is a set of step-by-step guidelines compiled by the Organization to help employees carry out specific program activities for standardized implementation.</p> <p>This standard operating procedure helps employees achieve efficiency, deliverables, and uniformity of performance and reduces miscommunication and failure to comply with Organization regulations.</p>
17	HIV/AIDS Workplace Policy	<p>HIV/AIDS Workplace Policy is a policy that contains general principles that protect the right of employees, reduce stigma and discrimination, and provide treatment, counseling, care, and support to employees with HIV/AIDS, and also promotes its awareness and prevention among employees</p> <p>This Policy helps facilitate the development of a working environment that protects the right of employees with HIV/AIDS and speaks about the usefulness of education, training, improved awareness, counseling, care, and support in the prevention, treatment, and care efforts.</p>
18	Disputes, Claims, and Litigation Policy	<p>Disputes, Claims, and Litigation Policy outlines principles and procedures to be followed when any disputes, claims, or litigation arise in the Organization. This Policy helps to manage claims and litigation honestly, lawfully, and fairly, without compromising organizational integrity and interests.</p>
19	Travel and Transportation Policy	<p>This is an official document of an organization that lays down ground rules that ensure employees' trips are safe and cost-effective. This policy guides employees who plan to embark on any official travel and includes detailed information on procedures for making requests for travel advances, authorized expenses, and how to request reimbursement upon return from the trip.</p> <p>The Policy helps the Organization develop a method of influencing its employee's travel spending and creating guidelines for employees to follow.</p>
20	Internet Usage Policy	<p>Internet Usage Policy is a guideline for acceptable use of the Organization's Internet to devote Internet usage to enhance work productivity and efficiency and ensure the safety and security of the Internet. It defines the standards of appropriate internet usage. Hence, employees know what is expected of them and lay the foundation for the ethical monitoring and tracking of employees' internet activities.</p> <p>Internet Usage Policy is essential for the effective control and Management of internet usage throughout the workplace in the Organization</p>
21	Child Protection and Safeguarding Policy	<p>Child Protection and Safeguarding Policy sets out the shared values, principles, and beliefs that describe the steps to meet the commitment to protect children. This Policy provides information on safeguarding children in the Organization and guidance on how to avoid exposing children to the risk of harm and abuse.</p> <p>Child Safeguarding Policy helps ensure that all employees take steps at all levels to reduce the risk of harm to children in all work areas. The guideline also allows employees to respond to child protection concerns.</p> <p>It also helps to have a common understanding of safeguarding issues, develop good practices across the diverse and complex areas in which the organization operates, and thereby increase accountability in the protection area</p>



22	Child Protection Policy	<p>Child Protection Policy is defined as the responsibilities, preventative and responsive measures, and activities that are undertaken to protect children, ensuring that no child is subject to child abuse as a result of their association with the Organization and its projects and also incorporates the responsibility of the Organization to ensure that where there are concerns over a Child's welfare or where a child has been subject to Child abuse, actions are taken to address this in the Organization's program areas.</p> <p>This Policy can also be defined as any measure or initiative that addresses or prevents children from situations of violence, abuse, neglect, and exploitation, protecting children from or against any perceived or actual danger/risk.</p> <p>The child protection policy helps reduce children's vulnerability in harmful situations, and those who do receive necessary care and protection to be brought back into safety. A child protection Policy also addresses abuse, exploitation, and neglect in a coordinated manner.</p> <p>The Policy helps to reduce inequity on the grounds of inadequate care and ensure children without adequate care and protection have equitable access to other essential services and also helps to challenge the discrimination faced by children on the streets, those in alternative care, and those that have been sexually exploited or abused by creating awareness among employees and donors on child abuse and the risks to children at regular period</p>
23	Gender Equality Policy	<p>Gender Equality Policy: This Policy provides a framework that accelerates the realization of gender equality, fairness between men and women, nondiscrimination and fundamental rights, and the enjoyment of equal opportunity to harness their potential and effectively contribute to the growth of their communities.</p> <p>Gender Policies help to guide the process of gender mainstreaming. Women's empowerment to influence policies, procedures, and practices that will accelerate the achievement of gender equality, gender justice, non-discrimination, and fundamental human rights and also establish standards and criteria required to monitor, evaluate, and ensure the follow-up of progress realized in mainstreaming gender equality and women's empowerment regularly, and enforcement of standards favoring the creation of a gender-responsive environment to ensure empowerment of women and also promote equitable access for both women and men to resources, knowledge, information, and services including basic need and facilitate the implementation of corrective measures to address existing inequalities about access to and control over resources as well as other empowerment opportunities.</p>
24	Communication Policy	<p>Communication Policy is a set of principles that ensures that communication across the organization is adequate and appropriate and responds to diverse information needs. It provides understanding and guidance for the employees' proper use of communication tools such as verbal, written, and digital communication. The Policy defines the responsibilities of everyone involved in the process of internal and external communication.</p> <p>This Policy helps preserve and enhance the Organization's reputation, internally and externally. It also helps to ensure that relevant information reaches the targeted audience in the correct format and at the right time, thus assisting employees in understanding the value of effective internal and external communication in an organization.</p>
25	Succession Policy and Strategy	<p>Succession Policy and Strategy is a plan that focuses on identifying and developing employees to help them advance within an organization or a management process that builds a pool of trained employees who are ready to fill critical roles when leaders and other key employees step down. Succession planning ensures there's a strategy in place for someone to step in, get promoted, and take over any employees' duties without a loss in output and morale.</p> <p>This helps the organization grow. Developing current employees for critical positions is more cost-effective than hiring new people. Giving employees a clear path forward in their careers via a succession plan can also boost engagement and retention.</p> <p>Organizations with succession Policies and Strategies in place foster a talent-oriented culture by recruiting skilled workers and top talent. Once recruited, the Organization focuses on developing these employees' skills, expertise and knowledge, so they are prepared to take on leadership roles in the event of organizational growth, talent loss or management turnover.</p>



26	Change Management Policy and Procedure	<p>Change Management refers to a formal process for making changes to Information Technology systems in a way that minimizes risk and impact on the Organization, increases awareness and understanding of proposed changes across an organization, and ensures that all changes are made in a thoughtful way to minimize negative impact to the employees and the Organization.</p> <p>Change Management policy helps to minimize service disruptions to the Organization and employees and also promotes system availability</p>
27	Safeguarding Policy	<p>Organization safeguard policy. We safeguard adults, staff, beneficiaries, and children from sexual abuse and expectations.</p>
28	Remote Policy	<p>The remote policy describes the processes and procedures to apply when a employee opts to work outside the official office premises of the organization. This policy describes who can work remotely, when remote work may be permitted, the remote work schedule, best practices and guidelines to follow, and your legal rights as remote workers.</p>
29	WEWE Model Policy on sexual Harassment in workplaces	<p>WEWE Adopted the ECOWAS Model Policy On Sexual Harassment In Workplaces from ECOWAS policy for prevention and response to sexual Harassment in education institutions and workplace of the ECOWAS Region 2022-2023 to provides a framework, guidance and standard operational procedures for setting up systems and action to eradicate sexual harassment</p>



ANNEX 3: Organogram showing a complete list of WEWE’s staff

WEWE Current Organogram

