

Non-development Activity Policy

1. Purpose

This policy requires that AFAO and its partners clearly distinguish their development and humanitarian objectives and activities from non-development objectives and activities.

2. Responsibilities

All staff and volunteers are required to comply with this policy.

3. Application of policy

This policy applies fully to AFAO's operations, including its international activities and the AFAO Foundation. References in this policy to AFAO include the AFAO Foundation.

AFAO will additionally extend the requirements of this policy to Sub-Recipients of AFAO's international programs and other partner organisations, as appropriate.

Where this policy is contradicted by contractual obligations to funders, the contractual obligations must be adhered to. Exceptions to such obligations should be sought from funders prior to entering into contracts and any substantive areas of difference must be drawn to the attention of the Chief Executive Officer.

4. Definition

For the purposes of this policy *aid and development* refers to activities undertaken to reduce poverty and address global justice issues, including the promotion and protection of human rights and access to health.

5. Policy

AFAO is committed to ensuring that funds and other resources designated for the purpose of aid and development are used only for those purposes. These funds will not be used to promote a particular religious adherence, support a political party or promote a candidate or organisation affiliated to a particular party.

AFAO will ensure it accurately represents its activities to the people we work with, donors and the public.

The accurate representation of our activities reflects AFAO's commitment to accountability, honesty and transparency and supports the development of trusting relationships with communities and the public.

Policy number: 035

Approved: 24 January 2020

Review date: January 2022

Approved by: AFAO Chief Executive Officer

The separation of development activities from non-development activities will apply in each of the following areas:

- programming
- expenditure reporting
- fundraising
- advocacy campaigns
- communications
- choice for donors
- partners.

6. Breach of policy

A staff member or volunteer who acts in breach of this policy may face disciplinary action, up to and including termination of employment or volunteer engagement.