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| Document Name: Non Developmental Activity Policy | | | |
| Code: P-IP-NDE-01 | Date of next review: 30/06/2019 | Family: IP | Version: 01 |



Non Developmental Activity Policy (International Programs)

INTRODUCTION

Islamic Relief Australia (IRAUS) is a faith-based international non-governmental organisation (INGO) which undertakes aid and development activities with the vision of a world where communities are empowered, social obligations are fulfilled and people respond as one to the suffering of others.

This vision is inspired and informed by the Islamic ethos of social justice, and guided by Islamic principles. However, IRAUS is guided by these Islamic principles to conduct all our programs and activities without engaging in evangelism, religious activities, or political activities, which are considered non-developmental activities.

This policy is guided by the Islamic Relief Worldwide Non-Developmental Activity guidelines, by the ACFID Code of Conduct, and by DFAT definitions of non-developmental activity, political activity, and religious activity.

POLICY STATEMENT

IRAUS is committed to accurately reflecting the work we do to our supporters and stakeholders. In the case that IRAUS may engage in other activities which may be defined as non-developmental, we will maintain a clear separation of funds and ensure that any funds raised for aid or development activities will not be spent elsewhere.

In all our work or activities, IRAUS will not engage in evangelism, religious activities, or political activities. IRAUS will ensure that funds raised by, granted to, or utilised by IRAUS will not be used to further a particular political or religious standpoint and nor will that impression be given by IRAUS to donors, supporters, or any other stakeholders.

The IRAUS finance system keeps all donations for different projects activities separate and donations can only be used for the purpose for which the donation was made.

SCOPE

This policy applies to all staff and offices of IRAUS, all implementing partners of IRAUS and their staff, and all donors to and supporters of IRAUS.

EXCLUSIONS

None

OBJECTIVES

The key objectives of this policy are:

- To clarify for staff, stakeholders, partners and external stakeholders our position on non-developmental activity.
- To commit IRAUS to a position of not engaging in evangelism or religious activities.

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- To clarify what IRAUS considers to be ‘political activity’ and commit to a position of not engaging in or supporting such activity.
- To codify standards of practice relating to non-developmental activity in the areas of Fundraising, Programming, and Finance.
- To maintain a clear separation of funds raised to ensure that funds raised for aid or development activities cannot be spent elsewhere.
- To provide a clear and straightforward process in the case of potential or actual breaches of this policy to ensure an equitable and effective outcome.

DEFINITIONS

Aid and Development Activities

As per the ACFID definition, IRAUS considers aid and development to be activities undertaken in order to reduce poverty and address global justice issues, via direct engagement through community projects, emergency management, community education, advocacy, volunteer sending, provision of technical and professional services and resources, environmental protection and restoration, and promotion and protection of human rights.

Aid activities typically include programs and activities which are undertaken to provide material relief to individuals and communities who have experienced or are experiencing natural disasters or conflicts.

Development activities typically include programs and activities which are undertaken to address social and economic needs of a community through strengthening a community’s infrastructure and/or capacity.

Evangelism/ Evangelical activities

Programming which is or includes activities designed to convert people from one religion or sect to another, or promotes a particular religious adherence with the intention of converting people from one religion or sect to another. Within the Islamic theology and praxis, evangelism is traditionally known as ‘tabsheer’. The term ‘proselytisation’ can be used interchangeably with ‘evangelism’.

Discrimination

Including or excluding an individual or group from employment, a program or activity on the basis of a feature of their identity or their adherence to a particular group.

Islamic Aid Programs (Ramadan, Qurban)

Islamic aid programs are those programs which are derived from particular obligations within the Islamic faith. Within Islamic Relief, these programs incorporate the Ramadan food distribution, whereby food packs are distributed at the start of the lunar month of Ramadan, equipping a family with a month’s supply of food, and the Qurban meat distribution, whereby a week’s supply of fresh, frozen or canned

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meat is distributed on the Islamic festival of Eid al Adha. The beneficiary selection processes for these programs are needs based and do not discriminate on the basis of faith.

Because the selection process of beneficiaries does not discriminate by reason of religion, and because anyone of any faith can donate to these programs, IRAUS considers these activities to fall within 'aid activities'. Therefore these programs do not fall within the definition of 'non-developmental activities'.

Needs Based

The selection of stakeholders through a quantified assessment of the specific needs of an individual or family, which considers multiple factors relevant to context, with the aim of assisting those whose need is highest, and assisting them in ways that would be most effective to their situation. These factors do not ever include consideration of faith or religion.

Non-Developmental Activities

Activities which do not fall within the definition of 'aid and development activities'. These include political activities, religious activities, and welfare activities.

Political Activities

As per the DFAT definition, IRAUS considers political activities to be those that involve 'party' politics or partisanship. For example, activities which support or facilitate a particular political individual or organization to gain or maintain power.

However, IRAUS does not include in this definition support for political participation in general, such as civic awareness campaigns or the promotion of women's political rights and representation, so long as particular political parties or positions are not promoted.

Religious Activities

Activities which involve the strengthening of religious institutions for the benefit of those in the community who adhere to that particular religious. For example to expand a mosque in order to allow more Muslims to pray there.

However, as per the DFAT definition, the strengthening of capacity of religious institutions for the purpose of development or humanitarian activities, such as training committees within a mosque or church to respond to a disaster, is not included within the definition of 'religious activity'.

Welfare Activities

As per the DFAT definition, IRAUS understands welfare activities as those which aim to maintain people in a particular condition on a longer term basis through care and maintenance activities.

IRAUS does undertake some welfare activities, most significantly the 'al-Yateem Child Sponsorship Program' which is implemented through IRW. IRAUS does not and will not provide support to welfare activities through partners external to IRW.

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POLICY IN ACTION

1. Non Development Activity in Programs

In order to ensure IRAUS programs do not involve or engage in religious or political activity, the IRAUS Programs team will:

- Appraise all project proposals to determine whether they incorporate non-developmental activities and, in the case that they do, ensure that the project is not approved before such activities are removed.
- Ensure that projects are monitored throughout their life span to ensure non-developmental activities do not become a part of the project.

In order to ensure that IRAUS programs which do involve or engage in other non-developmental activities are clearly indicated as such, the IRAUS Programs team will:

- Mark projects which engage in non-development activity as 'NDE' in the 'Project Type' section of the 'IRAUS All Projects' Database, available for viewing by senior level staff.
- Receive a report or confirmation from the Finance Department that funds utilised for this project are not funds which were raised for aid or development activities.

2. Non Development Activity in Partnerships

The significant majority of IRAUS international programs are funded in partnership with IRW, and always will be. IRW is itself committed to ensuring programs do not involve political or religious activities. Therefore IRAUS is satisfied that IRW takes reasonable measures to ensure IRAUS programs implemented in partnership with IRW will not engage in religious or political activities.

In regards to programs implemented by third party Partners, or non-IR Partners, IRAUS will:

- Communicate IRAUS' position on non-developmental activities clearly with new partners, and provide them with a copy of this policy.
- Identify whether non-IR Partners are engaged in non-developmental activities, and if so ensure that the partner is able to manage and account for them separately to development activities.
- Ensure in-country project monitoring for programs implemented by a non-IR partner includes monitoring of the separation of non-developmental activities from aid and development activities.

3. Non Developmental Activity in Fundraising

In order to ensure a clear separation between non-developmental activity and developmental activity in fundraising, the Community Relations Department will ensure:

- In the case fundraising solicitations include reference to both aid and development and non-development activities, they will be reviewed by a department line manager to ensure that donors are provided with the choice of contributing to aid and development activity only.

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- Donors will not be able to direct their donation to a particular religious or political activity or discriminate beneficiaries on the basis of religion or political opinions.
- Donors are provided with clear and unambiguous information upon request about the IRAUS Non Developmental Activity Policy, including our commitment to not funding religious or political activities.

4. Non Developmental Activity in Communications and Reporting

In order to ensure a clear separation between non-developmental activity and developmental activity in communications, the Marketing and Communications department will:

- Ensure a clear separation in reporting or any communications between aid and development activities and non-developmental activity. All communications must be checked to ensure this separation exists and is clear by the Marketing and Communications Line Manager prior to release.
- This separation must be maintained throughout all reporting including the annual report, and the draft of the annual report must be reviewed for this specifically prior to release.
- In the case of reporting or communications where the separation may be ambiguous, the Marketing and Communications Line Manager will refer the communication for checking by the International Programs Department prior to release.

5. Non Developmental Activity in Finance

In order to ensure funds for development activities are used only for these purposes the Finance Department will:

- Ensure funds for development activities are kept in a separate account and used only for the purpose for which they were intended.
- Receive confirmation from the IRAUS Programs team whether a project engages in non-developmental activities before disbursing funds to that project.
- Report on the use of funds to the Executive in the Annual Reconciliation Report
- Report on any inconsistencies or use of funds which is in violation of this policy to the Executive and Board of Trustees as soon as the Finance Department becomes aware of that situation.

POLICY ANNEXES

IRAUS Donations Policy and Procedures

IRW Partnerships Policy