



## **NON-DEVELOPMENT ACTIVITY POLICY**

BETTER (Building East Timor Through Education/ Resources), does not participate in Non-Development Activity. BETTER (Building East Timor Through Education/ Resources) does not engage in political activity.

### **1. DEFINITION**

Non-Development activities include all activities that do not meet the following definition:

- a. Aid and development refers to 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.
- b. Political activity. The application of resources, including staff or volunteers using the organisation name and/or paid time:
  - I. Facilitating or supporting a specific political party, candidate or party political organisation in a local, regional or general/national election;
  - II. Facilitating or supporting a particular politician or faction to gain power within a government or political party structure

### **2. ADHERENCE**

- a. All executive and managing staff from BETTER (Building East Timor Through Education/ Resources) are responsible for ensuring that all staff, members, contractors, employees, volunteers, visitors and partnering organisations are compliant with this Non-Development Activity policy.
- b. In the case of partner organisations. Clear Memorandum of Understandings are developed to ensure this requirement is extended to their activities.
- c. All staff are required to have knowledge of and comply with this policy.

### **3. POLICY**

The distinction between funds and/or resources used for Aid and Development Activities and Non-Development Activities will be maintained at all times including in all fundraising, programs, projects, public communications and annual and other reporting.

- a. All Aid and Development Activities funded by or through BETTER (Building East Timor Through Education/ Resources) and its partner organisations and relevant staff, volunteers and contractors will be monitored to ensure they are not in breach of this policy.



- b. Monitoring will be proportionate to the amount of funding and the risk of breach (as a result of the funded activities, organisation or skills and experience of board and staff) and will be recorded in the BETTER (Building East Timor Through Education/ Resources) Risk Register and signed by the Founding Directors.
- c. Applying this policy may be difficult in some situations and sound judgment will be necessary. The policy cannot provide a specific response for every circumstance. BETTER (Building East Timor Through Education/ Resources) will apply the spirit and intent of this clause in the conduct of Aid and Development Activities. If this policy does not provide a clear answer on how to comply in a particular circumstance, BETTER (Building East Timor Through Education/ Resources) will document clearly the decisions made and the reasons behind them and make them available to both recipients and donors.
- d. Any fundraising activities that include references to both Aid and Development Activities and Non-Development Activities will provide donors with the choice of contributing to Aid and Development Activity only.