

Partner Engagement Policy

Document History

Version	Date	Changed by	Description
0.10	01/11/2020	Jesse Whelan	Updated as per ACFID requirements
			Next review before annual board meeting

If you require further information regarding this document please contact:
hr@pluseducation.org

1. Scope

Plus Education and its subsidiaries are very likely to, from time to time, engage with governments and organisations to achieve mutually agreed objectives in aid and development activities (this may include affiliates). This policy seeks to identify and enumerate key guidelines to ensure mutual respect, transparency, accountability openness to learning as well as responsibilities of all the parties involved in such a partnership.

This policy applies to all Plus Education Board Directors, staff and volunteers and extends to all its partners and associated implementing organisations within Australia or overseas.

2. Partner Engagement

2.1 Working in partnership with local organisations and communities enhances our capacity to effectively facilitate relevant and sustainable programs that meet our key objectives. Through partnerships and collaborative relationships, we harness existing knowledge and expertise to enhance capacity for community needs to be met locally.

2.2 Plus Education regards partnerships as mechanisms for realising positive, constructive change and will ensure all activities are carried out responsibly, honestly and with transparency. Plus Education expects the same of partner governments and organisations.



2.3 Wherever relevant, Plus Education documents how partners are held financially accountable, accountable for the protection of children and accountable for ensuring that funds are used appropriately. Plus Education will also document that partners are responsible for ensuring any subcontractors comply with these obligations. Partners must document in written agreements with subcontractors how they will manage the subcontractors' financial accountability.

2.4 Plus Education management and staff will:

2.4.1 Carry out adequate research to be confident that the potential partner organisation is suitable, verify that the organisation is financially viable, and:

- has appropriate procedures to minimise the potential for fraud
- has appropriate processes to prevent transmission of funds to terrorist organisations
- shares Plus Education's objectives and understands Plus Education's vision, mission and values
- is considered legitimate, locally
- has an accountable and democratic organisational structure and is financially transparent
- is open to being monitored by Plus Education and will be responsive to recommendations. Plus Education must also be open to being monitored by the partner.
- does not discriminate based on age, gender, religion, ethnicity, physical or intellectual ability or political affiliation and will not engage in evangelising or proselytising
- has sufficient human and financial resources to achieve the desired partnership outcomes
- is accountable to communities and donors
- abides by Plus Education's child protection requirements including signing the Child Protection Code of Conduct
- promotes equality within staff and community
- does not discriminate against people with disability or marginalised groups
- promotes gender equity.

2.4.2 Plus Education will:

- formalise relations with partners, clearly identifying roles and responsibilities in a mutually accountable and respectful manner
- ensure that partner contributions and mutually agreed outcomes are adequately documented and monitored
- build partners' capacity so they can effectively meet mutually shared objectives
- only enter partnerships that are compatible with local needs and values, and which are aligned with Plus Education's purpose and values
- clearly identify roles, responsibilities, and guidelines to ensure the partnership remains mutually beneficial and effective in achieving agreed outcomes and take responsibility for ensuring roles, responsibilities and guidelines are agreed and documented when partnerships are established and that these are reviewed and adapted as partnerships evolve



- Ensure that partner organisations commit to supporting environmental sustainability through safe practices which are in line with country guidelines
- Ensure partnership engagements comply with all requirements of the ACFID Code of Conduct as required from time to time.

3. Reviews

Throughout each project, opportunities are available to review project activities, implement recommendations and make changes to future projects. This review allows for ongoing collaboration and reflection by all partners. The guidelines for such reviews are laid out at the time of signing the partnership agreement.

4. Grievances

Plus Education recognises the rights of individuals and partner organisations to lodge a grievance and have it resolved quickly and fairly. To enable Plus Education to investigate a grievance, the organisation is reliant upon the in-country contact to liaise with the individual lodging the grievance. The involvement of an in-country contact in this process ensures the matter is handled sensitively and comfortably in line with cultural sensitivities. The in-country contact liaises with the Plus Education Chief Executive Officer who (in line with the Grievance Policy) compiles a report and makes a recommendation to the Board.

If the grievance is in relation to the professional communication or work ethic of the Chief Executive Officer, the in-country contact has the ability to contact the Chairman of the Board with a special request to review the complaint as highly sensitive.

5. Resources

ACFID Code of Conduct Quality Principle: Development and humanitarian responses enable sustainable change through the empowerment of local actors and systems.

- ACFID Code of Conduct
- Plus Education Plus Constitution
- Plus Education Plus Mission Statement

6. Review

The Plus Education Partner Engagement Policy is reviewed on an annual basis in consultation with partners and Board of Directors.