

	Separation of Development and Non-Development Activities Policy and Procedure	
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1.0 INTRODUCTION

Our Rainbow House is committed to upholding the highest standards of integrity and accountability in our international development work. As a signatory to the ACFID Code of Conduct, we are required to maintain a clear distinction between activities that are part of our development program and those of a non-development nature. This policy ensures that our work, especially our education program in Zambia, is delivered transparently, ethically, and in a manner consistent with our values and obligations. It provides clear guidance to representatives, partners, and stakeholders on how we separate and communicate development and non-development activities across all aspects of our operations.

Our Rainbow House is a secular organization and does not have any religious or political agenda.

2.0 REFERENCE

Australian Council for International Development (ACFID) Code of Conduct
Our Rainbow House Partnership Agreement Template

3.0 DEFINITIONS

Development Activities: Programs and initiatives focused on reducing poverty and addressing development issues in a sustainable way. These include education, health, livelihood development, capacity building, emergency response, and infrastructure.

Non-Development Activities: Activities primarily related to religion (e.g. evangelism, proselytisation, worship), political advocacy not related to development goals, or other activities not directly contributing to development outcomes.

Representative shall mean any board member, staff member, volunteer, student placement, apprentice, contractor, sub-contractor or any other person who is caused to undertake tasks or duties on behalf of Our Rainbow House.

Stakeholder means a person or group having an interest in the performance or success of our organisation.

4.0 SCOPE

This policy applies to:

- all representatives and partners of Our Rainbow House
- all programs, activities and communications of Our Rainbow House.

5.0 PURPOSE

The purpose of this policy is to:

- ensure a clear separation between development activities and non-development activities, in compliance with the ACFID Code of Conduct (Commitment 7.3).

- maintain the integrity and transparency of our work and funding, especially in our operations in Zambia.

6.0 RESPONSIBILITIES

Board: Responsible for approving and overseeing the implementation of this policy.

Staff and Volunteers: Responsible for adhering to this policy in all aspects of their work.

Partner Organisations: Must comply with this policy as part of their Partner Agreements.

7.0 POLICY STATEMENT

Our Rainbow House is committed to ensuring that development and non-development activities are clearly separated in practice, in budgeting, in fundraising and in reporting.

We do not use funds designated for development purposes to support non-development activities.

Any non-development activity, if conducted, will:

- be clearly separated from development activities.
- be identified as such in all related materials, communications and reports.
- be optional for participants in our programs.
- not influence access to development programs or services.

Any partner organisation that is affiliated with a religious or political cause will be separately managed and documented.

No religious or political obligations will be placed on anyone participating in Our Rainbow House activities.

No person will be excluded from Our Rainbow House activities on religious or political grounds.

8.0 PROCEDURE

Program Design and Delivery: All program proposals and designs will distinguish between development and non-development components. Development activities will be the primary focus of our work in Zambia. Our Rainbow House will appraise all project proposals to ensure that they are compatible with the policy detailed above.

Partner Agreements: Any partners must adhere to this policy. Partnership Agreements will explicitly state this requirement.

- Communication with new partners will state Our Rainbow House's position regarding religious or political activities.
- Signatory partners will receive a copy of this policy.
- A Partnership Agreement will be put in place with all partner organisations to ensure that:
 - No person is excluded based on their political or religious beliefs.
 - There is no pressure to convert to a particular religious or political cause.
- Any partner organisation that has a religious or political affiliation will be closely monitored to ensure compliance with this policy.

Fundraising and Communications: All fundraising appeals and public communications will clearly state which activities are being supported, ensuring transparency about whether funds are for development or non-development purposes.

- Any fundraising regarding a religious or political partner organisation will clearly state how the funds will be used and also offer donors the choice of contributing to Our Rainbow House core development activities.
- All public communications including, but not limited to, social media, websites, newsletters, brochures and presentation materials, must be accurate, including photos being accurately captioned, to guard against giving a misleading impression.

Monitoring and Reporting: We will regularly monitor activities to ensure compliance with this policy and will report separately on development and non-development activities, if both are conducted, in our Annual Reports and as required to external agencies and partners.

Training and Awareness: All representatives and partners will be trained on this policy to ensure consistent understanding and implementation.

9.0 REVIEW

Date of next review: 19/05/2027