

THE SEDOO INITIATIVE FOR
CHILDREN WITH SPECIALNEEDS



TRANSPARENCY AND
ACCOUNTABILITY POLICY

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1. Introduction

Transparency and accountability is a very important Principle for the organization's Development Effectiveness. SECHILD is therefore committed to adhering to this Principles and places high regards for accountability amongst her staff as part of her Values and Principles.

The organization from inception, created Byelaws established an Independent Accountability Committee "to ensure that the organization meets the requirements of effective governance and accountability systems."

This Policy defines the principles, rules, and guidelines adopted by the organization's governance bodies and fiscal management to exercise transparency and accountability.

2. Scope for Transparency and Accountability

The purpose/meaning of Transparency and Accountability is the intentional sharing of sufficient, relevant, reliable and timely information in an open manner, including the constitutional documents, major activities, performance, financial position, and governance procedures, in ways that are accessible to all interested people. While the organization should be open in approach, SECHILD also ensure measures to protect rights to privacy and personal data from misuse. All the practices adopted, implemented and assessed by SECHILD are made public and transparent. For these reasons, the policy would ensure:

- The reliability, quality, positive impacts and accessibility of its practice;
- SECHILD properly documents and reports learning from weaknesses and failures;
- All intended audiences have access to information about actions and decisions;
- That management bodies at all levels within the organization make visible the technical and financial resources that are used in order to achieve goals;

- Building public opinion and trust environments about the importance and impact of the organization platform, and;
- Strengthening the relationships between all different actors, including other global and regional CSO, private and public sectors and cooperation agencies.

3. Accountability

The organization established the modalities through which SECHILD is held responsible for her actions. Through these means, SECHILD endeavours to be open and answerable to her stakeholders for the effective implementation of her policies, actions and the deployment of resources required to achieve her mission and goals. The organization understand the fact that transparency is a fundamental condition for effective and meaningful accountability.

4. Methodologies

The methodologies and instruments that the organization has adapted is that which aims at public, independent, voluntary and responsible process, providing real, collated, organized and useful information and giving annual visibility to the impact and progress of the operations of SECHILD as an organization that contributes to development effectiveness. This establishes the main areas for transparency and accountability while clarifying the stakeholders to whom the organization is accountable. It sets out the conditions and processes wherein the organization answers for her conduct to the vulnerable/poor and the marginalized whose lives are positively affected by her work on effective development cooperation.

5. Purpose

The organization's Transparency and Accountability Policy seeks to:

- Ensure visibility of all decisions, financial and technical resources and responsible actors involved in the actions and impacts of SECHILD.
- Defines the organization's public accountability towards her member CSOs, cooperation agencies, governments, private sector, media and other regional and global social actors.

- Builds information on the organization's action and impacts, as well as good practices and lessons learned in defining her annual action plans and strategic Plan impact agenda.
- Strengthen the “culture of social ethics” for the organization and her member CSOs that should allow them to present evidence and report on what they are, what they do and what are their contribution to sustainable development at the global, regional and national level.

6. Advocacy

The advocacy and strengthening of the organization as a regional and global actor that upholds international commitments. SECHILD's accountability is derived from her Mission to collaborate with partners in addressing the needs of vulnerable children while promoting their rights. The organization is a platform for promoting rights of disabled people advocating for policy reforms and behaviour change of development cooperation actors. The advocacy ultimately seeks to impact on the lives of people living with disabilities/ affected by poverty, inequality and injustice. Her policies and practices are targeted at having impact particularly on the lives of people living with disabilities, in poverty, including the most marginalized.

Guided by the human rights based approach (HRBA), the organization is committed to adhering to carrying out her mission and activities in ways that strengthen the capacities and voice of those whose rights are threatened by weaknesses in the implementation of development cooperation bearing in mind that the organization is accountable to these populations and communities.

The organization's programs are informed and guided by her legitimacy and credibility derived from the breadth of CSOs supporting her mission and to whom SECHILD has structured her accountability, diversity and complementarity of instruments, policies and programmes. SECHILD's policies and practices are measurable commitments to improve the effectiveness of deepening the impact of aid on the capacities of disabled, poor and marginalized people to realize their rights and achieve the Internationally Agreed Development Goals (IADGs).

The impact on people living with disabilities and in poverty, marginalized populations, those facing discrimination, groups or individuals directly affected by SECHILD's policies, programmes and actions is the core focus on the organization's concerns.

SECHILD in engaging with any one ensures that her capacity development is empowering and her advocacy is based on evidence and is informed by the views of affected people. The organization is open and would create regular opportunities for those affected by her work to question and engage in dialogue to advance a shared agenda for achieving development effectiveness.

7. Commitment to Transparency Policy

The organization should give priority to, and seek to implement, the highest standards of transparency, consistent with her commitment to the Principles of transparency and accountability. There should be freely communication and accurate information with clients, donors' partners and with the public, through appropriate tools, such as the organization's website, portal, social media handles and document platforms. SECHILD should make available relevant information concerning her goals, programs, finances, activities, results, effectiveness and governance.

SECHILD seeks to make available her key policy documents, information and communication with her members within the limitations of her financial and human resources.

To enable understanding of the organizations policy positions and current activities, SECHILD members and the public should be able to effectively access, in a timely fashion, relevant documentation in key areas, but not limited to the following:

- Constitutional documentation relating to SECHILD's Mission, Goals, Objectives, Basic Operational Structures and Programs;
- A list of contacts for the organization at the global, regional or constituency level, including contact information for the current Board of Trustee Chair of SECHILD and her President;
- Policies that govern the operation of the organization including a means for lodging a complaint in confidence;

- Policy positions and papers that inform her advocacy, including where relevant, opportunities to engage with the organization in common initiatives to address development effectiveness;
- SECHILD's overall budget
- SECHILD's sector work plans, budgets and reports
- Internal and external reviews and evaluations of SECHILD
- Annual Reports on the performance of SECHILD's Programs; and
- Full audited Financial Statements with any notes of concern and the organization's response.

SECHILD respects the rights to privacy and holds in confidence personnel information. Other information or documents may be withheld if it is determined that such information, in a particular political context, may compromise the safety, security or privacy concerns of individuals and/or organizations. Any decision to withhold such specific information that would normally be put in the public realm would be presented by the President.

The organization should consider the International Aid Transparency Initiative (IATI) Standard for Publishing in the improvement of SECHILD's transparency and accountability, as appropriate.

In addition, SECHILD should ensure that all CSOs engaged with the organization's different governance structures are fully informed by relevant and timely information, background documentation, and proposals. Such documentation would enable effective participation, timely decision-making, as well as responsibilities for accountability.

8. Areas of Accountability

The organization recognizes accountability to multiple stakeholders with respect to four broad areas namely:

1. Mission
2. Governance
3. Performance
4. Finances.

These four broad areas of accountability are integrative and are not mutually exclusive.

8.1. Accountability to Mission: Accountability to mission focuses on the very core of SECHILD's activities. Since the organization works exclusively for advancing "Rights of people with disability", SECHILD recognizes the need to demonstrate regularly how the organization is progressing on her mission which is inextricably bound to her achievements and challenges in realizing effective development consistent with human rights standards. Progress is demonstrated in the direct impact of the organization's programs and activities on development cooperation and through her staff and partners on the basis of support for SECHILD's mission. This is with the understanding that all stakeholders, members, governments, other CSOs, donors and the broad civil society have an interest in the organization's progress and SECHILD's value-added to the civic space.

The organization demonstrates Accountability to Mission through:

- Clarity of strategic goals and strategies and related programming activities;
- Emphasis on iteration and learning in the long-term view of performance;
- Adaptation of goals and strategies based on learning; and
- Distribution of knowledge and information generated by the organization to her stakeholders.

Accountability to Mission is achieved through:

- Periodic review of annual strategic directions by regions and constituencies, coordinated by the Coordination Committee;
- The annual organizational Report to the Public and annual Program Report, made available on SECHILD's web site in dialogue with donors and other interested stakeholders; and
- The annual meeting of Board of Trustees.

8.2. Accountability in Governance: The organization focuses on effective functioning of SECHILD's governing bodies, high standards in organizational ethics, timely decision-making processes and places particular importance to it.

The organization demonstrates Accountability in Governance through:

- Effective governance bodies whose mandate, roles and accountabilities are clear and which perform their functions

according to agreed protocols for decision making, with care and a focus on results;

- Consideration of all relevant information in making decisions (care and exercise of due diligence); [SEP]
- Having policies governing disclosure of individual and organizational conflicts of interest in place, knowing and implementing;
- Effective subsidiary bodies, with clear roles and accountability within the organization, through which members engage in all aspects of priorities and work at the appropriate levels through participatory processes and decision-making mechanisms; and
- Gender-aware and culturally-sensitive complaints and redress mechanisms being in place and functional, including confidential avenues for “whistleblowing” and mechanisms to address complaints and corruption.

8.3. Accountability in Governance: SECHILD has in place developed and approved mandates, policies, protocols and procedures for governance processes;

- Periodic assessments of the functioning of governance processes and bodies by the Board Chair and President;
- Periodic inclusive strategic reviews assessing the appropriateness of the organization's governance mechanisms for realizing her mission and objectives
- Board of Trustees Chair' should deal fairly with complaints, corruption, and situations revealed through “whistleblowing”.

8.4. Accountability for Performance: The organization places premium on the importance of holding her to account for what SECHILD has delivered in order to demonstrate results in achieving her objectives. SECHILD's approach is pragmatic and sensitive to iterative medium-term action plans. The organization does not overemphasis on measurable short-term outcomes which may lead to a push for quick fixes, potentially conflicting with, or even undermining, the organization's work in partnership building and capacity building / empowerment, which may take time to bear fruit.

Accountability for performance is important to the organization in demonstrating how her members individual efforts are magnified when coordinated and also important to donors who may need to

know their investments' value-for-money and to governments in countries where the organization is active to appreciate CSOs' considerable contributions to effective country development.

SECHILD demonstrates Accountability for Performance through:

- The use of metrics that track performance by linking outcomes that demonstrate results to SECHILD's goals, priorities and objectives;
- Regular performance management processes for all organizational structures, including her leadership (Chair, President) against agreed annual programs and work plans; and
- Examination of the organization's long-term programme effectiveness and less easily measurable goals / objectives related to political and social change for effective development outcomes.

8.6. Accountability for Performance is achieved through: The development and monitoring of the organization's institutional Performance Measurement Framework including appropriate indicators and a participatory process for annual assessments;

- Regular review of the implementation of the agreed annual work-plans by the SECHILD mechanisms and specialized programmes
- Program reports to supporting donors; and
- An annual public report on the organization's progress in advancing the cause of development effectiveness and effective development cooperation.

9. Financial Accountability

The organization embraces the values of accountability and transparency in finance as a matter of ethical leadership, as well as legal compliance and as a key to earning and maintaining the trust of donors in the organization's effective management of financial resources. SECHILD believes that effective financial management that is accountable and transparent earns the trust of staff and collaborators of the organization and creates a positive workplace culture. SECHILD demonstrates Financial Accountability through:

- Compliance with all legal and contractual obligations in finances across the organization;
- Full disclosure of financial transactions and performance (transparency in financial management and performance); and

- Institutional checks and balances in place, including oversight roles by governing bodies and special bodies, in management of organizational finances.

9.1 Financial Accountability is achieved through: The organization should conduct annual external audit, presentation to and review by an internal Auditor and publication in full on SECHILD's website;

- Effective mechanisms for timely Finance Reporting
- Detailed oversight and review by the Financial Management Organization Board, which is responsible for legal and other fiduciary duties on behalf of SECHILD; and
- Approval of SECHILD budgets, review of financial reports, and establishment of financial policies.

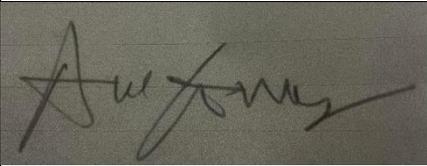
10. Effectively of Policy

This policy is approved on October 13, 2022 and effective henceforth. It should be reviewed and amended, if necessary every two years.

The Accountability and Transparency Policy should be reviewed and updated annually

Version	Date	Author	Summary
1.0	June 5 th 2022	The Sedoo Initiative for Children with Special Needs- SECHILD	<p>Transparency and accountability is a very important Principle for the organization's Development Effectiveness. SECHILD is therefore committed to adhering to this Principles and places high regards for accountability amongst her staff as part of her Values and Principles.</p> <p>The organization from inception, created Byelaws established an Independent Accountability Committee "to ensure that the organization meets the requirements of effective governance and accountability systems."</p> <p>This Policy defines the principles, rules, and guidelines adopted by the organization's governance bodies and fiscal management to exercise transparency and accountability.</p>

Document Approval

Version	Date	Approved by SECHILD Board of Trustees
1.0	June 5 th 2022	The Sedoo Initiative for Children with Special Needs-SECHILD
		
		Barr. Aver Gavar-Chairperson

