

Norwegian Church Aid-Ethiopia Accountability framework

Norwegian Church Aid's Accountability framework states our commitments to rights-holders, host communities, partners and other stakeholders. The framework also outlines the management processes we use to implement our commitments. By stating our commitments, Norwegian Church Aid (NCA) encourages our stakeholders to view and monitor our work, and to hold us accountable if we fall short of our commitments.

Introduction

Norwegian Church Aid (NCA) is an **ecumenical, diaconal, humanitarian and non-profit** organisation **mandated by churches and Christian organisations** in Norway¹ to work for **global justice**. Together with our constituency and our partners, NCA commits itself to the **vision: Together for a just world**.

Our work is guided by the following **values**: Integrity of Creation, human dignity, global justice, inclusive communities and compassion.

We are rooted in **faith** and believe that religion can be a power for positive change when people, **across religious boundaries**, identify and strengthen those forces within their own religion that affirm justice and serve people in need of assistance.

Our assistance is provided **unconditionally** and without any intention of influencing people's religious, political or any other affiliation. We do not support proselytising activities and confront biases based on religion. We support all humanity irrespective of culture, gender, sexual orientation, age, functional abilities, ethnicity and political persuasion.

Translating visions into strategies and action, NCA Ethiopia is working on HIV and AIDS, Reproductive Health, Climate Change Adaptation and Water Sanitation and Hygiene Programs in Oromiya, SNNP, Tigray, Gambella, Somali, Amhara and Addis Ababa regions. NCA Ethiopia also engages in emergencies both through Act appeal and alone.

Our three working methods; long-term development, emergency preparedness and response and advocacy are interlinked. Combining and handling them through one management system is what we in NCA understand as an **integrated approach** to social change.

Commitments

In the Principles NCA globally has identified five standards and are committed to translate these in to practice. NCA Ethiopia adopts these to local legal frameworks.

1. A commitment to Ethiopian legal framework including ratified international conventions
2. Women's Empowerment
3. Protection of the environment
4. Accountability
5. Do No harm

¹ Church of Norway, the Pentecostal Movement in Norway, the Evangelical Lutheran Free Church of Norway, the Free Evangelical Congregations, the Baptist Union of Norway, the Mission Covenant Church of Norway, the Salvation Army, the United Methodist Church in Norway, the Norwegian Sami Mission, the Domestic Seamen's mission, the Norwegian Universities and Schools Christian Fellowship, Norwegian YWCA-YMCA. Observer organisations: Global Aid Network, the Norwegian Council for Mission and Evangelism (NORME), Christian Council of Norway.

NCA Ethiopia is committed to the principles of accountability, transparency, non-discrimination, equality and respect for all people in all dealing with authorities, partners and communities.

NCA Ethiopia strives for **open and honest communication** about our activities, where and how we carry out our mission and how financial and human resources are utilized. Publishing our plans and reports, we aim to communicate openly with the public donor authorities, partners, individuals and communities that become involved and engaged in our work.

Standards

NCA Ethiopia is committed to key standards for our work. They are defined as obligatory standards.

Our affiliation to ACT Alliance implies obligations towards standards and policies developed by the alliance as well as standards shared with other organisations and alliances. Our compliance to standards is verifiable.

When working in particularly challenging situations NCA might be unable to comply with all our standards. In such situations, NCA has routines for justifying and deciding on exceptions.

NCA Ethiopia is committed to globally identified standards applicable for all country offices but considers these in relation to the Ethiopian proclamation on charities and societies and other policies when translating them into practice.

Norwegian Church Aid's standards:

A) International and Global standards

- HAP standards for accountability and quality management: http://www.hapinternational.org/projects/standard/hap_2010_standard.aspx
- Code of Conduct for the International Red Cross and Red Crescent Movement and Non-Governmental Organisations in Disaster Relief <http://www.ifrc.org/en/publications-and-reports/code-of-conduct/>The Humanitarian Charter and Minimum Standards in Disaster Response, the Sphere Project. <http://www.sphereproject.org/>
- Do no Harm- and Local Capacities for Peace Projects, guide our interventions in conflict sensitive areas <http://www.hapinternational.org/resources/category.aspx?catid=654>

NCA Ethiopia is committed to the above listed International and Global Standards

B) NCA -specific standards

- NCA Security policy and standard. <http://www.kirkensnodhjelp.no/en/About-NCA/About-NCA/Accountability-Commitments/>
- NCA's Principles for information and communications in order to improve transparency and accountability. <http://www.kirkensnodhjelp.no/en/About-NCA/About-NCA/Accountability-Commitments/>.
- As a member of the Ethical Trade Initiative Norway (ETI-Norway) NCA and our suppliers are obliged to comply with ETI-Norway's Base Code http://www.etiskhandel.no/English/Base_Code
- Norwegian accounting standards and International Financial Reporting Standards. NCA Ethiopia is also committed to in-country, donors, and NCA Oslo Accounting and Financial Standards.
- NCA adheres to the national laws and regulations for employees. NCA Ethiopia is committed to national labor, pension and other employee related in-country laws.
- NCA's global work place policy on HIV and Aids

Mandatory Standards and commitments related to ACT Alliance affiliation:

From: ACT Alliance Quality and Accountability–framework: The ACT Alliance "Founding Document", February 2009 outlines ACT's vision, mission, objectives and member commitments. It is complemented by the ACT Alliance Statutes and By-Laws. Based on these documents, there are a number of overarching ACT standards and commitments to which all ACT members are obliged to adhere irrespective of their areas of work, namely:

- [ACT Code of Good Practice](#)
- [ACT Code of Conduct for Prevention of Sexual exploitation and abuse, fraud and corruption and abuse of power](#)
- [ACT Alliance Response to Emergency guideline and tools](#)
- [Advocacy policy](#)
- [Co-branding policy](#)
- [Complaints policy](#)
- [Public Information Disclosure Policy](#)
- [Communications Policy](#)

In addition, six international standards have been formally adopted, endorsed or committed to by ACT governance. For details see: [Act-quality-accountability-framework](#)

C) In-Country standards and Commitments

- [CCRDA Code of Conduct](#)
- [Charities and Societies Proclamation No 601/2009](#)
- Government tax, Pension and financial reporting regulations.
- [Ethiopian Labor Law proclamation No 377/2003](#) and [Proclamation No. 494/2006 Labour \(Amendment\) Proclamation](#)

[All Standards and Commitments, with relevant hyper-links are listed in the Annex I: NCA Standards and Commitments](#)

Implementing mechanisms

Implementation of our work is guided by policies and guidelines. NCA has developed a handbook - Routines & Guidelines (R&G), to contribute to securing that our work is in compliance with our standards. The R&G includes documentation pertaining to Norwegian Church Aid's governance, risk management, planning and budgeting, financial management, human resource areas, monitoring and reporting. The R&G is an authoritative point of reference for applicable rules, guidelines and templates relevant to every day work. NCA undertakes continual improvement of its Routines & Guidelines and strives to keep the content as updated as possible. In addition NCA Ethiopia guides its work with in-country manuals: Financial Manual, Personnel Manual, Procurement guideline and Security Plan.

Partnership

NCA works with partners. Rather than impose our accountability standards on our partners, we aim to share our standards and to facilitate support to partners who share our commitment of good practice and improvement. We focus on improving the quality of our partnerships and together with our partners, develop good accountability mechanisms towards the communities we serve.

NCA includes accountability in our capacity development and organizational support to our partners, and in monitoring our partners' work. In this connection, NCA Ethiopia is committed to the partnership principle and support partners for demonstrating mutual accountability for the people we aim to assist and other stakeholders.

Declarations of interests

We cooperate on the global level with ecumenical organizations such as the World Council of Churches and the Lutheran World Federation (LWF). NCA is a member of the ACT Alliance and takes part in several ecumenical networks with our sister organizations. NCA Ethiopia is also an active member of the ACT Alliance Ethiopia forum.

NCA in Norway is a member of networks among non-governmental and faith-based organizations and takes part in professional working groups. NCA also takes part in working groups with the Norwegian government. NCA Ethiopia is a member of various thematic based networks, NGO umbrella forums (CCRDA), UN cluster and Ministry Led Networks.

NCA gets funding and resources from the Norwegian Government, other governments' agencies, our sister organizations, the United Nations, other agencies and private individuals and communities in and outside Norway.

Approved by NCA Ethiopia Senior Management Team on August 26, 2014