
DONATION POLICY

Helvetas is an independent Swiss development organisation. It implements development projects in partnership with other organisations according to the principle of helping people to help themselves, provides emergency humanitarian response and promotes development policy opinion making.

Helvetas is a non-profit association under Article 60 et seq. of the Swiss Civil Code. The association is politically and denominationally independent.

Helvetas relies on donations from members, private individuals and other partners to achieve its goals.

Purpose and scope

The Donation Policy sets out how private donations are handled. This applies to both the acceptance and use of donations from private individuals and private foundations. Cooperation with companies and company foundations is governed by the policy on cooperation with the private sector. The Donation Policy informs donors about Helvetas' general principles regarding the acceptance and use of donations.

Applicable guidelines

The acquisition and use of donations are subject to

- the Helvetas Code of Conduct: This sets out the basic ethical principles, attitudes and behaviour that are binding for all Helvetas staff members.
- the ZEWO seal of approval: The seal of approval stands for the purposeful, effective and economic use of donations. Helvetas' compliance with these criteria is reviewed at regular intervals by ZEWO.
- the ethical guidelines of Swissfundraising: They base fundraising on the five principles of honesty, respect, integrity, professionalism and transparency and set the standards for the responsible handling of donations, relationships with stakeholders, responsibility for communication and marketing, as well as the remuneration and compensation of staff members. These guidelines are binding for Helvetas staff members and external service providers.

Use of donations

Helvetas undertakes to provide transparent information on donations received and how it uses them. Helvetas ensures that donations are used effectively, economically and for their intended purpose.

The bookkeeping and annual financial statements are audited by a fiduciary company. The annual performance report and annual financial statements are published on the Helvetas website.

Origin of donations

Helvetas reserves the right to reject donations whose origin is counter to the values of the organisation.

The following principles apply when accepting donations:

- Helvetas does not accept donations whose origin is suspected to be related to illegal activities.
- Helvetas accepts anonymous donations. If the amount exceeds CHF 25,000, Helvetas requires the transferring financial institution to provide a declaration of origin and confirmation that the donation is compatible with Helvetas' values.
- Helvetas accepts cash donations of up to CHF 25,000, provided the donor can prove their identity.

Verification

Helvetas verifies the origin of donations of CHF 25,000 or more if the donor is not known to the organisation.

A donation can be rejected after review without explanation of the reasons.

Implementation

This Donation Policy was approved by the Board of Directors on 18 May 2019 and is effective retroactively to 1 January 2019.