## DIAKONIA'S

# **HUMANITARIAN POLICY**

MARCH 2011 LAST UPDATED JAN 2016



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## 1. Introduction

Diakonia's vision is of a just world, in which every person is considered to be of equal value and is able to exercise his or her human rights. Diakonia's mission is to contribute to dismantling the causes of poverty and injustice so that all people, irrespective of their race, religion, gender or ethnicity may live in dignity.

Embedded within this mission is the organization's commitment to protecting and upholding the basic human rights of all people in situations of crisis resulting from disasters or conflict. From its first humanitarian actions when the organization was founded in 1966, to its current range of programmes and projects in contexts of conflict and disaster risk, Diakonia has developed significant institutional competences in this field.

As a multi-mandated organization with humanitarian objectives, Diakonia operates within the framework of Human Rights Law, International Humanitarian Law<sup>1</sup>, and Refugee Law. It endeavors to respond to humanitarian crises when the State or, in the case of armed conflict, a party to the conflict, which has primary responsibility for doing so, is unable or unwilling to respond adequately.

The following policy seeks to define and communicate Diakonia's approach to humanitarian action. Its aim is to support the staff of Diakonia and partners to design coherent and contextually-appropriate humanitarian programmes in accordance with internationally-accepted humanitarian principles and standards, and implement them effectively, efficiently, and accountably.

The policy is also intended to inform beneficiaries and donors of Diakonia's programmes, as well as its founding churches, relevant governments, non-governmental organizations and other actors with an interest in understanding Diakonia's approach.

The humanitarian policy supplements the organisation's general policy<sup>2</sup>, which describes the vision, values and mandate that guide Diakonia in all of its work.

<sup>&</sup>lt;sup>1</sup> Including the Guiding Principles on Internal Displacement, which are based on international humanitarian law and human rights instruments.

<sup>&</sup>lt;sup>2</sup> Policy, Diakonia (Sundbyberg, 2008)

<sup>&</sup>lt;sup>3</sup> All these documents are available in the PME handbook

Other related documents for Diakonia's humanitarian work are Diakonia's Humanitarian Strategy, Humanitarian Capacity Building Plan and Humanitarian Toolkit<sup>3</sup>.

# 2. Scope of this Policy

While this policy is organization-wide each country office will have some discretion, in consultation with regional offices and head office, to determine the application of the policy, the course it will take, the level of capacity it will build, how it plans to implement humanitarian response and the criteria by which it will determine whether to respond to a humanitarian situation and how. These decisions will be based on the local context and Diakonia's role and programme in each country.

Diakonia understands humanitarian action to be interventions to protect and uphold the right to life with dignity and alleviate the suffering of men and women in situations of crisis resulting from disasters or conflict. Such interventions include material assistance; temporary provision of basic services; advocacy to call on duty-bearers to fulfill their responsibilities; information and education; monitoring violations of human rights, IHL and refugee law, psycosocial support; and related training and capacity-building for affected persons and local humanitarian actors.

An integral part of Diakonia's humanitarian action is protection work, by which it means its efforts to prevent or cease violations of international humanitarian law and other relevant bodies of law or norms, and promoting the rights of victims to justice and remedy.

In line with good practice, Diakonia includes actions for early recovery and rehabilitation within its humanitarian policy and practice.

# 3. Human Rights-based Approach

In accordance with its human rights based approach, Diakonia commits to integrate human rights principles and IHL into its own humanitarian action as well as that of its partner organizations. The key human rights based approach principles participation, transparency, non-discrimination and accountability. It also seeks to influence donors and the local humanitarian communities to integrate human rights principles and IHL into their humanitarian policies, programmes and discourse.

# 4. Humanitarian Principles

As a humanitarian actor, Diakonia is committed to upholding the fundamental principles of humanity, impartiality, neutrality and independence as enshrined in the Four Geneva Conventions of 1949 and their Additional Protocols<sup>4</sup>, and incorporated into the Sphere Humanitarian Charter and the Code of Conduct of the International Red Cross Movement and Non-Governmental Organisations in Disaster Relief (1994), to which Diakonia is a signatory. The fundamental principles<sup>5</sup> are defined as follows:

- The principle of humanity: means that human suffering must be addressed wherever it is found, with particular attention to the most vulnerable in the population. The dignity of all victims must be respected and protected.
- The principle of impartiality: denotes that humanitarian aid must be provided solely on the basis
  of need, without discrimination between or within affected populations.
- The principle of neutrality: aiming only to meet human needs and refraining from taking sides in hostilities or giving material or political support to parties to an armed conflict.
- The principle of independence: acting only under the authority of the organization's governing body and in line with the organization's purpose. Further, the humanitarian mandate is guiding the humanitarian intervention and there should be autonomy in relation to other actors' possible influence characterized by political, economic, military or other non-humanitarian motives.

Diakonia embraces the principle of accountability to rights-holders not only in humanitarian crises but in all of its work. It became a certified member of the Humanitarian Accountability Partnership (HAP) in 2014 and has subsequently adopted the Core Humanitarian Standard.

<sup>&</sup>lt;sup>4</sup> Geneva Conventions, 1949, available at http://www.icrc.org/ihl.nsf/full/380?opendocument

<sup>&</sup>lt;sup>5</sup> It is important to recognize that despite the fact that Diakonia and its partners are upholding humanitarian principles in their humanitarian work, perception of other actors in regarding Diakonia's roles and mandates might be different. It is important for Diakonia and partners engaged in humanitarian work to acknowledge and discuss potential challenges between humanitarian principles and for example advocacy work and the potential perception by other actors. At a practical/implementation level, multi-mandated and faith-based organizations like Diakonia and some of our partners may face challenges in a humanitarian context (particularly in conflict setting), due to the double role as a humanitarian agency (with a commitment to humanitarian principles) and as a change- agent with an advocacy agenda. In such cases Diakonia weighs up the relative potential impact of its humanitarian advocacy work and other types of humanitarian action, and makes a pragmatic decision about the visibility and direct agency of each component. In many cases it is possible to contribute to the achievement of both objectives by working with and through others.

## 5. Humanitarian Standards

Diakonia has adopted the Core Humanitarian Standard<sup>6</sup> and continues to seek to apply *Sphere Minimum Standards*<sup>7</sup> and other relevant minimum standards in its humanitarian work. In applying quality and accountability standards, Diakonia seeks to make a 'people-centred' approach a reality, and to ensure that its interventions are acceptable and accountable to rights-holders above all, as well as donors and other actors. Not only Diakonia is committed to training its own and its partners' staff in the rationale for and the application of quality and accountability standards, it also advocates for all governmental and non-governmental humanitarian actors to adhere to these standards wherever possible.<sup>8</sup>

Diakonia has developed a toolkit<sup>9</sup> to improve its humanitarian programme performance and to guide its staff and partners in the development, implementation, monitoring and learning from humanitarian programmes, Principles from Sphere and Core Humanitarian Standards are integrated within in the toolkit, and referred to in the humantarian chapter in the PME handbook.

# 6. Compatibility of Objectives

The 'humanitarian imperative', as introduced in the Code of Conduct for the International Red Cross and Red Crescent Movement and NGOs in Disaster Relief (RC/NGO Code<sup>10</sup>), refers to the right to receive and to give humanitarian assistance and states the obligation of the international community to provide humanitarian assistance wherever it is needed.

Diakonia believes that the provision of humanitarian assistance and protection should be combined with longer-term strategies to achieve sustainable development goals and political solutions to violent conflict. As such, it engages in a constant process of analysis to identify the most appropriate combination of strategies for any given situation. In locations where Diakonia has decided to respond to an emergency it is possible that existing programmes may be affected temporarily (halting, delaying, reduced resources or support) to enable Diakonia and partners to respond, due to the humanitarian imperative.

The actual impacts on/changes to programmes and management of the emergency response will be determined at a country level, and should take into account existing project/programme contracts and

<sup>&</sup>lt;sup>6</sup> http://www.corehumanitarianstandard.org/files/files/CHS-Guidance-Notes-and-Indicators.pdf

<sup>7</sup> http://www.sphereproject.org/

<sup>&</sup>lt;sup>8</sup> Capacity building for staff in SPHERE is part of Diakonia's Humanitarian Strategy for 2012-2014

<sup>&</sup>lt;sup>9</sup> The Toolkit can be found at Diakonia's Intranet: https://intranet.diakonia.se/the#matic/hum/SitePages/Home.aspx

<sup>&</sup>lt;sup>10</sup> This humanitarian principle was subsequently integrated into the Sphere Humanitarian Charter and embodied in the Sphere standards and the Core Humanitarian Standard.

clauses - including force majeure, the effect any temporary changes may have on partners and programmes and the level of response and resources needed.

Diakonia recognizes that there are emergency situations when the organization, for various reasons will not respond. Country offices have the flexibility to decide whether to respond to an emergency or not in consultation with regional manager/deputy regional and head office<sup>11</sup>. Some basic questions to guide country offices in these decisions are listed in the box below:

- 1. What capacity exists in the country to respond? Are there organizations or institutions that are better equipped to respond?.
- 2. What value does Diakonia add to the response, or what is our comparative advantage?
- 3. Does relevant staff at country office level have capacity in international humanitarian principles and standards e.g. Sphere Standards, the Core Humanitarian Standard?
- 4. Does Diakonia have the capacity/resources to support a response at CO/RO and HO level? (Including administrative, management, assessment of and technical support to partners, communication, financial, knowledge about ACT routines in case of ACT appeals)?
- 5. Does Diakonia have partners with relevant humanitarian capacity in the country (e.g. knowledge of international humanitarian principles and standards, capacity to switch from "development mode" to "emergency mode" and scale up during a short time period)? Note the humanitarian country contingency plan should include assessments of relevant partners' humanitarian capacity, etc
- 6. Does Diakonia have partners working in the specific location of the disaster?
- 7. Does Diakonia anticipate being able to raise funds for a response?
- 8. Is there a possibility to implement within an ACT appeal and if so, does Diakonia have the resources required? (See also point 3).
- 9. What are other partners of the ACT Alliance doing? Can Diakonia support them through an appeal?
- 10. What are the response options for Diakonia in this emergency (support to partner, advocacy only, humanitarian coordination, feeding information from partners to humanitarian coordination mechanisms, trying to get funding/support for partner from other sources, etc.)
- 11. What will be the impact on existing programmes and how will this be handled?
- 12. What is the situation with regard to security and civil-military coordination?

# 7. Mode of Operation

<sup>&</sup>lt;sup>11</sup> See also Guidelines for organisation and communication in the event of a humantarian crisis (internal) .

Diakonia believes in the uniquely valuable role of civil society organisations with a commitment to humanitarian principles and standards, relevant skills, local knowledge and an established relationship with populations affected by disaster or conflict. It believes that local organizations are well-placed to respond appropriately and rapidly, build on existing capacities, structures and systems within the affected communities, promote early recovery and facilitate appropriate reconstruction. It also believes in making every effort to strengthen democratic ownership and participation. For these reasons, in most circumstances Diakonia chooses to undertake humanitarian action with one or more of its long-term partners in a manner which is regarded by both or all parties as empowering and conducive to institutional-strengthening.

In certain circumstances Diakonia responds to humanitarian crises by directing funds through partners or allies of its founding churches, or consortia such as Action by Churches Together (ACT) International, whose members share the same approach to strengthening the capacity of local organizations and structures.

In rare circumstances Diakonia chooses to directly provide humanitarian assistance and/or protection on the basis that local organizations do not have access to the affected population, or they do not have the capacity to do so, or they would be at risk of attack.

## 8. Role of Diakonia

The role of Diakonia depends on the mode of implementation of a particular humanitarian project or programme.

Country programmes and country level relationships should be a key determinant of how and whether Diakonia responds. In determining its response to emergencies at country level, Diakonia may choose to support partners to get funding from other donors, encourage or advocate for others to respond, or support and ACT alliance response, rather than respond directly with partners. These are all valid options.

When working in partnership, Diakonia takes an active and supportive role in situation analysis, assessment of humanitarian needs, project planning and monitoring. It seeks opportunities to coordinate with other international non-governmental and inter-governmental organizations and facilitates engagement with other key actors, including governmental actors, when partners are unable to do so.

Diakonia is committed to supporting partners to develop their humanitarian capacity. It encourages them to take the lead in terms of coordination with local and national actors, and facilitates their participation in Humanitarian Project Cycle (HPC)<sup>12</sup>. It provides strategic and technical accompaniment for humanitarian action, as well as specific training opportunities. It also facilitates knowledge transfer between partners by promoting collaboration and generating fora for discussion and problem-solving.

At times Diakonia undertakes humanitarian advocacy towards international actors and, where relevant, ensures coherence with national advocacy strategies implemented by partners.

When Diakonia is a direct implementer of a humanitarian project or programme component, it is responsible for all the operational and strategic aspects of its management.

#### 9. Collaboration and Coordination

In order to define the location, type and scale of humanitarian assistance and protection activities to be undertaken, Diakonia takes into account the needs of the affected population, the experience, skills and knowledge of existing and potential partner(s), the capacity and competences of governmental and non-governmental organizations present in the affected area, relevant international actors (e.g. UNHCR and UNOCHA) the availability of funding, and other specific requirements of the humanitarian situation.

Diakonia and its partners seek to coordinate their humanitarian action with all relevant levels of government, international NGOs and local civil society actors, UN agencies and others, in order to contribute to a coherent and efficient humanitarian response and enhance aid effectiveness and accountability, in line with the development effectiveness agenda (incl. Istanbul principles) and the principles of Good Humanitarian Donorship<sup>13</sup>. Where humanitarian clusters exist, Diakonia participates directly or through the ACT alliance.

# 10. Civil-Military Relations

<sup>&</sup>lt;sup>12</sup> The appeals are now organised by way of the Humanitarian Projec Cycle (HPC) replacing the Consolidated Appeal Process (CAP). The HPC includes the following steps needs assessment/analysis, strategic planning, resouce mobilisation, implementation and monitoring, operational peer reveiw and evaluation. For more information about the HPC: https://www.humanitarianresponse.info/programme-cycle/space

<sup>&</sup>lt;sup>13</sup> http://www.goodhumanitariandonorship.org/gns/principles-good-practice-ghd/overview.aspx

When military personnel and assets are deployed for humanitarian purposes, Diakonia is prepared to coordinate on operational aspects of its humanitarian action but ensures that it has put in place specific measures to maintain and communicate its civil nature, independence and impartiality of decision-making.

In situations of conflict Diakonia <u>only</u> coordinates with the military on matters relating to humanitarian action if alternative civilian options have already been explored and concluded to be inexistent or inadequate, and if sufficient information exists to assess how such interactions will affect its own and other agencies' acceptance among the local population and other belligerents, the security of Diakonia and its partners' staff, and the protection of the beneficiary communities. In such situations, Diakonia seeks to develop a shared approach and strategy with other civil humanitarian agencies operating on the same principles.

There should be careful country level analysis about coordination with the military in advance of emergencies and included in the contingency plan and discussions with partners. Diakonia will need to take a pragmatic approach which does not contravene humanitarian principles. It is important to note that coordination with the military can be very different in situations of natural disaster vs conflict. Country offices should make use of existing guidelines for humanitarian agencies in coordinating with the military such as the Oslo Guidelines, Sphere or the SCHR Guidelines. In country humanitarian coordination mechanisms should be accessed to support Diakonia analysis and decision-making in this regard<sup>14</sup>.

#### 11. Duration

When engaged in humanitarian action, and especially to rapid onset disasters, responding in a timely fashion to minimize human suffering is a key humanitarian objective for Diakonia. In protracted crises Diakonia seeks to design and undertake longer-term humanitarian action, funding permitting.

At the outset of all humanitarian projects and programmes Diakonia designs a 'phase-out' strategy which seeks to define how Diakonia and its partners will wind down and stop relief activities and, where

Steering Committee on Humanitarian Response (SCHR) Position Paper on Humanitarian-Military Relations (SCHR is an INGO alliance):

 $\frac{\text{http://ochanet.unocha.org/p/Documents/Steering\%20Committee\%20for\%20Humanitarian\%20Response-\%20SCHR\%20position\%20paper\%20on\%20humanitarian-military\%20relations\%20(2010).pdf}{\text{http://ochanet.unocha.org/p/Documents/Steering\%20Committee\%20for\%20Humanitarian\%20Response-\%20SCHR\%20position\%20paper\%20on\%20humanitarian-military\%20relations\%20(2010).pdf}{\text{http://ochanet.unocha.org/p/Documents/Steering\%20Committee\%20for\%20Humanitarian\%20Response-\%20SCHR\%20position\%20paper\%20on\%20humanitarian-military\%20relations\%20(2010).pdf}{\text{http://ochanet.unocha.org/p/Documents/Steering\%20Committee}}{\text{http://ochanet.unocha.org/p/Documents/Steering\%20Committee}}{\text{http://ochanet.unocha.org/p/Documents/Steering\%20Response-w20SCHR\%20position\%20paper%20on%20humanitarian-military\%20relations\%20(2010).pdf}{\text{http://ochanet.unocha.org/p/Documents/Steering\%20Response-w$ 

Guidelines on the Use of Foreign Military and Civil Defence Assets in Natural Disasters (also called the Oslo Guidelines): <a href="http://www.humanitarianinfo.org/iasc/pageloader.aspx?page=content-products-products&productcatid=8">http://www.humanitarianinfo.org/iasc/pageloader.aspx?page=content-products-products&productcatid=8</a> Civil Military Guidelines and References for Complex Emergencies <a href="http://www.unocha.org/">http://www.unocha.org/</a>

Civil Military Relations in Armed Conflict <a href="http://www.unocha.org/">http://www.unocha.org/</a>

<sup>&</sup>lt;sup>14</sup> Further references to Civil-Military relations:

possible, make an effective transition into recovery, rehabilitation and/or back to development. 'Phase-out' strategies are regularly reviewed during all humanitarian projects and programmes.

# 12. Project Planning, Monitoring, Evaluation and Learning

Diakonia recognizes that the complexity of humanitarian crises and the required pace of response place particular demands on all aspects of project management, but particularly on post-disaster assessments, project design, and monitoring processes. Diakonia staff has developed specific tools for humanitarian interventions and supports partners in the development and adaptation of their tools and processes.

## 13. Gender

Diakonia is committed to incorporating gender analysis into all stages of the humanitarian project cycle, and to developing projects and programmes that are responsive to the differentiated needs and vulnerability factors of women and men, despite of age, cultural – and religious expression, ethnicity, social- and economic status, sexual identity, disability<sup>15</sup>. Diakonia recognizes that humanitarian crises can present opportunities to promote women's strategic interests and actively seeks to identify and make use of these. As a fundamental step, and in line with UNSCR 1325 (2000)<sup>16</sup>, it ensures that women are appropriately represented in organizational structures at the community level and have access to resources to implement their ideas.

At the same time, Diakonia endeavors to ensure that humanitarian assistance and protection reduce specific vulnerabilities experienced by women Diakonia acknowledges the widespread and/or systematic use of sexual violence as an instrument of conflict<sup>17</sup>. As such, it requires staff and partners to incorporate strategies to prevent and respond to acts of sexual and gender-based violence into all aspects of humanitarian action, and to support the development of the capacities of national institutions to assist victims of sexual violence in armed conflict and post-conflict situations (UNSCR<sup>18</sup> 1820 and 1888).

<sup>&</sup>lt;sup>15</sup> As per Diakonia's Gender Guidelines on Gender Equality (2012): https://intranet.diakonia.se/thematic/Gender%20Equality%20HIV%20and%20AIDS%20%20Wiki/02.3%20Gender%20Equality%20Guidelines.aspx

<sup>16</sup> http://www.un.org/events/res 1325e.pdf

<sup>&</sup>lt;sup>17</sup> As stated in Security Council Resolution 1820

<sup>&</sup>lt;sup>18</sup> http://www.unicef.org/publications/files/CCC\_042010.pdf

# 14. Intersectional Analysis

Diakonia takes an intersectional approach to analysing vulnerability in order to take into account the complexities of each context. It recognizes that vulnerable groups may include (but not be limited to) those differentiated by gender, age, cultural and religious expression, socio-economic status, health status, sexual identity, disability and ethnicity. In its humanitarian interventions Diakonia prioritizes the sectors of the population it considers to experience multiple vulnerabilities or extreme vulnerability, that have the lowest capacity to meet their own needs and recover from disaster or conflict.

Given that children are usually among the most vulnerable sectors of the disaster or conflict-affected population, Diakonia ensures that its staff and partners are aware of and seek to implement the Core Commitments for Children in Humanitarian Action<sup>19</sup>.

Diakonia also recognizes that people living with HIV and AIDS (PLWHA) are particularly vulnerable in post-disaster or conflict situations, and that humanitarian crises can make women and men more vulnerable to HIV transmission through sexual based violence and/or transactional sex<sup>20</sup>. For these reasons Diakonia employs tools and procedures to ensure that projects and programmes are sensitive to the needs of PLWHA and seek to mitigate the increased risk of transmission during humanitarian crises. In all humanitarian responses Diakonia and its partners seek to establish a coordination, consultation and referral mechanism with an organization that is specialized in treatment and care for PLWHA.

The Sphere standards and Core Humanitarian Standard that Diakonia is committed to follow include many of these cross cutting issues and analyses<sup>21</sup>.

# 15. Disaster Risk Reduction (DRR)

Diakonia understands that the scale of a disaster depends on the physical, economic, political and sociocultural vulnerability of the population exposed to a particular hazard, and the limitations of institutions to address the situation. The simple existence of hazards, and occurrence of natural phenomena, does not have to result in a full scale disaster; rather, the impact of disasters is largely created by humans, as a result of inequity in terms of access to resources and power.

<sup>19</sup> http://www.unicef.org/publications/files/CCC 042010.pdf

<sup>&</sup>lt;sup>20</sup> This term is used to mean engaging in sexual relations in exchange for food, services, etc.

<sup>&</sup>lt;sup>21</sup> The Sphere handbook can be found here: http://www.sphereproject.org/

For these reasons, Diakonia regards tackling disaster risk as means to address injustice, requiring an approach that addresses both the effects and the root causes. As such, it is committed to strengthening DRR<sup>22</sup> capacities at all levels, integrating DRR strategies and activities into its humanitarian and long-term development interventions, and advocating for pro-DRR policies and budgets at local, national and international levels. In its humanitarian work, Diakonia will always seek to develop opportunities and implement actions that enable communities to respond and recover in ways that increase their capacity to deal with future shocks and stresses.

As climate change is increasing the risk of extreme events and disasters, Diakonia recognize that in order to be successful, DRR efforts must concider future risk patterns induced by climate change.

Diakonia's guidelines for Disaster Risk Reduction explain central concepts, approaches and describe how Diakonia relates to DRR in its work<sup>23</sup>.

## 16. Negative Impacts

Diakonia endeavors to avoid any negative impacts as a result of its humanitarian action. Diakonia's humanitarian work shall be performed with high sensitivity to ongoing or potential conflicts. When implementing humanitarian programmes in situations of conflict, Diakonia promotes and implements the 'Do no harm' framework<sup>24</sup>.

# 17. Environmental Impact

Diakonia is committed to incorporating environmental impact considerations into its assessment, planning, monitoring and evaluation procedures, and to avoiding, where possible, carrying out any actions within its projects that might cause environmental degradation.

An important element of Diakonia's disaster risk reduction work is to promote sustainable natural resource management and adapt to new realities caused by a changing climate.

<sup>&</sup>lt;sup>22</sup> Disaster risk reduction is defined by UNISDR (2009) as 'The concept and practice of reducing disaster risks through systematic efforts to analyse and manage the causal factors of disasters, including through reduced exposure to hazards, lessened vulnerability of people and property, wise management of land and the environment, and improved preparedness for adverse events.'

<sup>&</sup>lt;sup>23</sup> Diakonia Guidelines for Disaster Risk Reduction can be found on VoiceIT. Follow this link.

<sup>&</sup>lt;sup>24</sup> Anderson, Mary B., *Do No Harm: How Aid Can Support Peace – Or War* (1999)

# 18. Security

The security and safety of Diakonia's staff is of prime importance to Diakonia, and it is also part of our mandate to build capacity among partners in developing their security plans. Diakonia shall have an updated security plan for each country office. These plans should reflect requirements in humanitarian situations. Security conditions and security plans shall be reviewed at the outset of a new humanitarian crisis and with appropriate regularity during any humanitarian project or programme.

Any security incidents occurring are reported following the procedures laid down in the Human Resources Handbook<sup>25</sup>,

## 19. Human Resources

Through its selection and staff development policies, Diakonia ensures that its staff at country, regional and head office level with responsibility for humanitarian projects and programmes have the necessary knowledge, skills, support and employment conditions to implement the humanitarian principles and standards outlined in this policy. In contexts of armed conflict, Diakonia requires that all staff and partners are familiar with IHL.

As stated in Diakonia's Code of Conduct, all members of staff and consultants are required to adhere to Diakonia's commitment to prevent sexual exploitation and abuse of beneficiaries of humanitarian action.

# 20. Funding

Diakonia only seeks and/or accepts funding for its humanitarian action from sources whose principles and procedures are compatible with this policy and do not have a negative impact on the protection of beneficiaries or the security of staff or partners.

Where Diakonia or its partner has entered into a contractual relationship with a donor, it is responsible for meeting all contractual conditions, including all procurement requirements. This also applies for other ACT members that becomes partners within ACT appeals.

<sup>&</sup>lt;sup>25</sup> Guided by Diakonia complaints response mechanism (CRM guidelines).

# 21. Implementation of Policy

Diakonia is committed to ensuring that operating procedures, guidelines, a capacity-development plan and a strategy is in place to implement and monitor this policy.

Diakonia expects all staff and partners to be familiar with the policy, to implement it, and to inform their manager immediately if they become aware of any circumstances in which it cannot or has not been implemented.<sup>26</sup>

Actions and decisions relating to the implementation of this policy at the country level are taken by the Country Manager. Issues of a humanitarian nature that are not included in this policy, and complex issues requiring multi-level assessment, should be referred to the Regional Manager or, in his/her absence, the Head of International department, prior to any decisions being taken.

# 22. Validity

This policy was last updated in January 2016. It is reviewed annually, and at any other time at the request of the Head of International department

<sup>&</sup>lt;sup>26</sup> Note all staff in humanitarian strategic countries and the partners engaged in humanitarian work.

# **Annex 1: Glossary of Terms**

The following definitions have been adopted or modified for use by Diakonia:

#### 1.1 Disaster

A serious disruption of the functioning of a community or a society, caused by anthropogenic or natural hazards, that involves widespread human, material, economic or environmental losses and impacts, and exceeds the ability of the affected community or society to cope using its own resources. (Adapted from UNISDR, 2009)

#### 1.2 Disaster Risk Reduction

The concept and practice of reducing disaster risks through systematic efforts to analyse and manage the causal factors of disasters, including through reduced exposure to hazards, lessened vulnerability of people and property, wise management of land and the environment, and improved preparedness for adverse events.

(UNISDR, 2009)

#### 1.3 Humanitarian Accountability

Taking account of the needs, concerns, capacities and disposition of those affected by humanitarian crises, and explaining the meaning of, and reasons for, the actions and decisions taken in a humanitarian intervention.

(Adapted from Humanitarian Accountability Partnership)

## 1.4 Humanitarian Action

Material assistance and actions designed to save lives, alleviate suffering and protect human dignity and integrity, undertaken on an impartial basis during and after humanitarian crises.

Adapted from European Consensus on Humanitarian Aid, 2007

#### 1.5 Humanitarian Crisis

Situation in which there is a widespread and immediate threat to human life, dignity and integrity as a result of man-made or natural causes.

Adapted from European Consensus on Humanitarian Aid, 2007

#### 1.6 Humanitarian Protection

Actions to protect the safety, dignity and integrity of people in situations of deprivation and/or violence. Adapted from Protection for Humanitarian Agencies, ALNAP, 2005

## 1.7 Humanitarian Response

The provision of emergency services and material assistance, and the implementation of protective strategies during or immediately after a humanitarian crisis, in order to save lives, alleviate suffering and protect the dignity and integrity of the people affected.

A humanitarian response from an external actor is justified under International Humanitarian Law, when the duty-bearer is not able or willing to exercise his or her responsibility.

Adapted from European Consensus on Humanitarian Aid, 2007

#### 1.8 Recovery

The restoration, and improvement where appropriate, of facilities, livelihoods and living conditions of communities that have been affected by humanitarian crises.

Adapted from UNISDR, 2009