

Standards & Ethical Policy

Following our own values, we ensure that everything we do is done to the highest standard and in line with standards set by appropriate expert or governing bodies.

As a registered charity and company limited by guarantee, Lepra complies with both Company and Charity Law, and guidance as issued by the [Charity Commission of England & Wales](#) and the [Office of Scottish Charity Regulation \(OSCR\)](#)

Lepra is proud to be a member and guided by the publications of the following organisations:

- [ILEP](#)
- [BOND](#)
- [Charity Finance Group](#)
- [Institute of Fundraising](#)
- [Fundraising Standards Board](#)

Recognising that we sometimes deal with young people and work in schools, relevant staff are subject to an enhanced DBS (Disclosure and Barring Service). We have policies that have been agreed by the Board to protect our staff and beneficiaries including policies for child protection and lone working and anti-bribery. Lepra commits to a policy of zero-tolerance of bribery in any form.

Our Ethical Policy

Lepra actively seeks opportunities to work with external organisations to achieve shared objectives of fighting disease, poverty and prejudice. However, it is vital that we maintain our independence and do not allow external partnerships to bring the name of Lepra into disrepute.

We seek, so far as is practical and within the constraints of UK law, initiatives that do not compromise the independent status of Lepra and to ensure that the activities of organisations we work with are consistent with our organisational values.

We reserve the right to express our views even where these may be in conflict and/or to comment where we do not believe that the interests of our beneficiaries are being appropriately served.

We make every effort not to knowingly accept or solicit funds from organisations involved in inappropriate activity. (See acceptance of donations.)

Working with third parties

When working with commercial organisations on cause related or affinity marketing, Lepra does not endorse or approve products or companies (and a statement to this effect may be included alongside any branding or promotion associated with products). In addition, in order to ensure that all of our cause related promotion reflects our values, any association of products will undergo due diligence and be approved by the Chief Executive.

Lepra's database will never be given or sold to any third party in whole or part, and any access will be for the sole purpose of Lepra's activity

Lepra seeks to purchase goods and services which are produced and delivered under conditions that do not involve the abuse or exploitation of any persons and will seek to ensure that child labour is not used, living wages are paid, working hours are not excessive and no discrimination is practised. Lepra expects suppliers to accept responsibility for labour and environmental conditions under which products are made and services are provided and to make written statement of intent regarding the company's policy.

Acceptance of donations or sponsorship

Donations in any of the following circumstances will be avoided:

- Where money is associated with money laundering or with criminal sources.
- Partnerships which could damage Lepra's reputation through association with decisions or products.
- Where receipt of the donation would lead to a decline in support for Lepra, and could be shown to result in a fall in the resources available to beneficiaries
- Where the donor's objectives are entirely opposed to those of Lepra
- Where commercial objectives would conflict with Lepra's goals and values

Conditions for accepting support:

Where the donor imposes conditions on the acceptance of support the following may be considered:

- **If a request is made for the support to be anonymous then the rationale for that must be stated and accepted for the record. In the interests of transparency anonymity is not normally accepted.**
- Where the income is channelled towards a project or part of a project not initially funded by Lepra the impact and sustainability of the proposed project must be considered as carefully as if it were chosen by the organisation itself.
- The involvement of resources in meeting the conditions must not exceed the benefits of the relationship, although the value of intangible benefits may be considered.

Process and transparency

LEPRA will not accept more than five per cent of total income per annum from one corporate partner, so as not to compromise our integrity. This does not include money raised via employee and customer fundraising as part of any corporate partnership arrangements.

All cause related marketing and sponsorship must be in accordance with the Charity Commission guideline's, and best practice as required by the Institute of Fundraising and must be approved by the director of development. Partnerships with a value of more that £10,000 must be approved by the chief executive.

Acceptability; where the outcome of due diligence is open to interpretation the decision will be referred to a Trustee panel. In any event new partnerships will be notified to Trustees through standard reporting procedures. Potential funders may be screened through an external process to provide an independent assessment

Contracts with partners must permit Lepra to withdraw with immediate effect from any partnership, where new developments mean that areas of this ethical sponsorship policy become breached.

A full list of corporate sponsors giving over £10,000 will be maintained on our website. Lepra will communicate its commitment to this policy to the organisation's stakeholders

Appendix A

A panel of Trustees will use the following questions to guide them in making a decision as to whether to accept a donation, where there may be a query.

- 1.1 Do the activities of the donor organisation or individual have a direct impact which contravenes the objects of Lepra?
- 1.2 Is the donor organisation or individual associated with another organisation or individual whose activities have an impact which contravenes the objects of Lepra?
- 1.3 Can the donor organisation or individual be seen to be acting in a way that is deemed as improper and hence an impact on our reputation?
- 1.4 As far as can be readily ascertained, is the donor organisation or individual associated with another organisation or individual who can be seen to be acting in a way that is deemed improper?
- 1.5 Does the organisation or individual, or any associate with them, act in a way that has a direct impact which contravenes the basic human rights of any people, and which will this impact on the charity's reputation?
- 1.6 Does the intended object of the donation, where a charity or partner is specified by the donor, undertake activities encompassed by the objects of Lepra, and have they been vetted to determine their legitimacy?
- 1.7 Should a decision prove beyond the panel the matter will be referred to the Charity Commission for their input.