



**DOOR OF HOPE AUSTRALIA INC**

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**ABN: 44 901 023 508**

**DOHA PARTNER POLICY**

**DEFINITION OF A PARTNER:**

Partners are individuals, groups of people or organisations that collaborate with Door of Hope Australia Inc. (DOHA) to achieve mutually agreed objectives in aid and development activities. This may include affiliates.

- Partnerships are different and must be viewed in each unique cultural context.
- Partnerships are equal and accountable to each other.
- Partnerships are negotiated and responsibilities and expectations mutually agreed upon.
- Partnerships may be legally binding or trust based dependent on the requirements of the situation.

**VALUES SOUGHT IN A PARTNERSHIP:**

- |                                |                                 |
|--------------------------------|---------------------------------|
| * Mutual respect               | * Equity                        |
| * Transparency and honesty     | * Loyalty, integrity and trust  |
| * Commitment                   | * Two way learning              |
| * Desire for positive change   | * Determination and initiative  |
| * Hard working and reliability | * Open and honest communication |
| * Feedback/Reporting           | * Community standing            |

**PARTNERSHIP PROCESS:**

- DOHA will not enter a partnership lightly or quickly. At least five meetings are required to build relationship with potential partners to verify that they share DOHA's values and shared goals.

- When the Partner is an Organisation, DOHA will carry out its due diligence to ensure that the Partner is registered appropriately with local Government, has good Governance in place, Policies which match the values of DOHA and has financial audits in place. Reference checks against prohibited entities listings and capacity assessment will be carried out.
- Care will be taken to define the relationship correctly to avoid future problems when entering a Partnership Agreement with others. Is this a Partnership or a different relationship? Who are the potential partners other partners?
- Shared values, goals and responsibilities will be discussed and negotiated. Clear documentation through the entire process of Partnership negotiations and agreement must be kept.
- DOHA is committed to assisting Partners to become more effective organisations whenever possible. This includes project implementation, reporting, cross-cutting issues, policies and management of funds.
- Partnership Agreements will be set for a specific project or time period and will set out the agreed objectives of the project and partnership, including the agreed responsibilities, roles and obligations.
- Partnership Agreement will be signed only when both parties are happy with the terms of the agreement. Otherwise the parties will need to continue negotiating or decline the partnership.
- Partnership Agreements are to be reviewed every two (2) years.
- DOHA will advise stakeholders the role of partners in delivering aid and development activities on our behalf or in conjunction with partnered project.
- DOHA Partners must adhere to the DOHA Child Protection Policy and ensure the safety and wellbeing of all Primary Stakeholders against harassment, exploitation and abuse.
- Complaints may be directed to the Chairman of the Board, Mr Bryan Grasby at [bgrasby@doorofhope.com.au](mailto:bgrasby@doorofhope.com.au) or via the Complaints form located on the website: at [www.doorofhopeaustralia.org](http://www.doorofhopeaustralia.org)

### **Reviewing the DOHA Partner Policy**

DOHA Partner Policy will be reviewed every two years