

# Guidelines relating to voluntary contributions to the Inter-Parliamentary Union

*Noted by the IPU Governing Council at its 198<sup>th</sup> session  
(Lusaka, 23 March 2016)*

The Inter-Parliamentary Union (IPU) may request and receive voluntary contributions in cash or in kind. Ultimate responsibility in respect of the acceptance or refusal of all voluntary contributions to IPU rests with the Governing Council, which will take its decisions in the best interests of IPU.

The Governing Council delegates the responsibility to accept or refuse donations to the Secretary General, who is responsible for assessing potential donors and contributions. If in doubt as to whether to accept or refuse a voluntary contribution, the Secretary General may decide to consult the Executive Committee and/or the Governing Council. The Secretary General will inform the Governing Council at each session of all new voluntary contributions mobilized since the previous session.

## **Guiding Principles**

In order to establish whether a proposed voluntary contribution will be in the best interests of the IPU, the following will be considered:

1. The support should contribute towards the IPU's strategic objectives.
2. The IPU must be able to deliver on the agreed outputs and objectives while complying with any agreed terms relating to the contribution (including the legal, financial, operational and reporting aspects). Specifically, the IPU will not accept contributions if the offer of support is dependent upon the fulfilment of certain conditions by the IPU and if any of the conditions run counter to the objectives of the IPU, or is regarded as unreasonable in relation to the nature of the support (in terms of its size or impact on the work of the IPU), or will divert the IPU from pursuing its objectives, policies or work priorities.
3. The budget for the voluntary contribution should cover the cost of delivery, including the management and administrative costs that will be incurred.
4. The cost to the IPU of accepting a contribution must not be greater than the value of the support itself, such that acceptance of the contribution would directly lead to a reduction in the net assets of the IPU.
5. Members, office holders and staff of the IPU must derive no personal benefit (individually or collectively) from any voluntary contributions, loans or other material support offered to the IPU.
6. The contributor's values, objectives or activities must not be, or appear to be, incompatible with IPU's values and objectives, particularly if this risks causing damage to the IPU's integrity, reputation or public image.
7. The IPU will not accept contributions from sources whose assets are known to result from illegal activities or unethical practices.