

## **DDI POLICY ON FUNDRAISING & CONFLICT OF INTEREST**

### **General**

DDI is committed to research, advocacy and support of on-the-ground projects that will lead to socioeconomic improvements in the artisanal diamond mining sector.

DDI welcomes contributions that will help advance and support its mandate. DDI accepts contributions from governments, corporations, non-governmental organizations, foundations and individuals.

DDI defines any donation of \$5000 or more in a given calendar year as a “major” donation.

This policy applies to DDI and its affiliate organizations.

### **Corporate and Organizational Donations**

- Funds sought by and given to DDI must be consonant with the aims and objectives of the organization.
- DDI is and must remain a broadly based and self-supporting organization. Hence, funds raised and received by DDI must neither narrow nor diminish its popular support.
- DDI is and must remain, and be seen to remain, an independent and impartial organization. Hence, funds requested and accepted by DDI must in no way incur financial dependence, real or apparent, upon any political or interest group, singly or in combination, nor limit the freedom of activity and expression enjoyed by the organization, nor direct its areas of concern.
- Donations offered on terms, which give the donor the commercial right to advertise a donation to DDI can be accepted, provided that the use is specifically agreed in advance by the recipient body of DDI. If, under the rule, the recipient body needs to seek approval from its relevant decision making body for a donation, any commercial consideration must also be mentioned at the time.
- DDI expects its corporate donors to respect the ten principles of the UN Global Compact, an initiative to encourage businesses worldwide to adopt sustainable and socially responsible policies (<http://www.unglobalcompact.org/>).
- Donors engaged in, or tolerant of the following will be excluded from consideration:
  - contravention of United Nations sanctions;
  - contravention of Kimberley Process standards and guidelines;
  - organizations, companies or individuals included on the UN Resolution 1267 list, the U.S. Office of Foreign Assets Control master list of Specifically Designated Nationals or the US Foreign Corrupt Practices Act.

### **Due Diligence Process for Major Donors**

DDI reserves the right to use the following checklist to assess the appropriateness of a major donation:

- Does the donor have a history of giving?
  - If yes what types of projects have they funded in the past? In what countries were these projects implemented?
- What are the donor's motivations for giving?
- Are the values and ethics of the donor consistent with those of DDI?
- What level/department is making the funding commitment? Is the level appropriate?
- Is the donor a corporation involved in the diamond mining, trade, or retail business? If so:
  - Which countries do they operate in?
  - Which countries do they import diamonds from?
  - Are they in full compliance with local mining, trading and Kimberley Process regulations?

### **Post-donation**

In the event that a donor has been found to contravene DDI's donor criteria, the relationship will be ended.

### **Recognition**

Donor recognition refers to the practice of acknowledging and publicly thanking donors for their contributions. This practice is not, in itself, sponsorship.

All donors will receive acknowledgement and will receive thank you letters. U.S.-based donors will also receive an official receipt for income tax purposes. Major donors will be acknowledged in the annual report. All donor information such as: names, addresses, phone numbers, bank account and credit card information will be covered by DDI's donor privacy policy (see below).

### **Promotion**

DDI shall not endorse, nor allow itself to be interpreted as endorsing, an organization's products or services.

- Corporate names or logos must not be placed on DDI materials in their original form.
- DDI's name or logo may appear on materials produced by other organizations that use DDI information, provided that any reference to DDI is approved in advance. DDI's approval will be based on accuracy, appropriate use, and the context into which the material is placed.

### **Individual Donations**

For individual donations, personal information will be collected (i.e. name, address and postal code). Major donations from individuals will be subject to the same standards as those for companies and organizations.

### **Statement of Anonymous**

DDI will not accept anonymous donations of more than \$100. However, to the extent of the law, donors may request that their donations remain anonymous to the general public.

### **Privacy Policy Statement**

DDI considers personal information to be any information that can be used to distinguish, identify or contact an individual. DDI is responsible for all personal information under its custody or control. DDI will not rent, sell, or exchange its mailing lists and strives to be responsible in the management of this information.

