



1. Purpose

This Non-Development Activity Policy provides a framework to ensure that Vital Anaesthesia Simulation Training (VAST) operates under a philosophy of development. VAST understands and ensures that all aid and development designated funds will only be utilised for activities that contribute towards development outcomes and will not be used for the purposes of promoting a particular religious adherence or to support a particular party, candidate or organisation affiliated to a political party.

2. Objective

The objectives of this policy are to:

- specify the nature of VAST's activities in Australia and overseas
- address compliance obligations when communicating with or soliciting donations from private donors and the public, including fundraising for restricted and unrestricted purposes from aid agencies, sponsors and supporters, and fundraising from the general public.

3. Guiding principles

- VAST is a not-for-profit organisation
- VAST is not a religion-based organisation, nor is it associated with any organised religion
- VAST does not align itself with any political party in Australia or other countries
- VAST does not engage in non-development activities or any activity whose objectives include the promotion of religious adherence, or partisan activities that are associated with facilitating or supporting specific political individual or parties to gain power
- VAST is concerned with providing development in the form of activities described in the Vital Anaesthesia Simulation Training (VAST) Ltd Constitution
- VAST will not accept funds, donations, advice, support or enter into project partnerships intended to influence the political or religious affiliations of the communities with which it works
- VAST does not fund any non-development activities that are undertaken by any of its partners or any other organisation.

4. Scope

This policy applies to all of VAST's activities and as well as all VAST office bearers, staff and volunteers associated with VAST. Its purpose is to guide VAST and its partners to ensure a clear distinction between aid and development and non-development activities.

5. Dictionary

Term	Meaning
Aid and development	Activities undertaken in order to reduce poverty and address global justice issues via direct engagement through community projects, emergency management, education, advocacy, volunteer sending, provision of technical and professional services and resources.
Non-development	Activity undertaken to promote a particular religious adherence or to support a political party, candidate or organisation affiliated to a particular party.
Representative	All office bearers, staff and volunteers associated with VAST

6. Policy

- 6.1 All Aid and Development activities funded by or through VAST and its partner organisations and relevant staff, volunteers and contractors will be monitored to ensure they are not in breach of this policy.
- 6.2 Monitoring will be proportionate to the amount of funding and the risk of breach as a result of the funded activities, organisation or skills and experience of the Board and staff of VAST.
- 6.3 Applying this policy may be difficult in some situations and sound judgment will be necessary:
 - a) The policy cannot provide a specific response for every circumstance
 - b) VAST will apply the spirit and intent of this Policy in the conduct of aid and development activities
 - c) If this policy does not provide a clear answer on how to comply in a particular circumstance, VAST will document clearly the decisions made and the reasons behind them and make them available to both recipients and donors.
- 6.4 VAST does not undertake any non-development activities and as such will not raise funds for non-development activities.

7. Procedure

- 7.1 VAST Directors and managing staff are responsible to ensure that VAST representatives contractors, employees, volunteers, visitors and partnering organisations are knowledgeable and compliant with VAST's Non-Development Policy.
- 7.2 In the case of partner organisations, clear Memoranda of Understandings are developed to ensure this requirement is extended to their activities.

NON-DEVELOPMENT ACTIVITY POLICY

Approved by the Board: October 2020

Scheduled for review: October 2023

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8. Related and supporting documents

- VAST Constitution
- VAST Code of Conduct

9. Document revisions

Version	Date approved	Summary of changes
v1.0	24 October 2020	