

Members of the Donors' Forum hereby call on other donors to join this Code of Ethics, respect the same to the extent permitted by their individual conditions as well as by their operation and administration and thereby contribute to the enhancement of the culture of giving and openness and transparency of the whole non-profit sector in the Slovak Republic.

DONOR'S CODE OF ETHICS (SLOVAK DONORS' FORUM)

PREAMBLE

This Code of Ethics enshrines fundamental ethical principles and values, recognised by the Donors' Forum and by the members associated therein. The Donors' Forum and its individual members respect the Code and consider the same to be binding for their activities. The Code should be binding for the members of the Donors' Forum and should be a recommendation for each individual donor.

The aim of the Code is to improve the quality and culture of philanthropy and grant awarding in Slovakia.

For the purposes of this Code of Ethics, a donor shall be each legal entity providing both financial and non-financial means used for pursuing benevolent and charitable purposes.

Philanthropy is the activity aimed at achieving benevolent and charitable purposes and offers assistance in the form of both financial and non-financial means.

- The donors shall treat all third parties strictly without any bias and impartially, offer all the third parties the equality of opportunities and approach everyone equally.
- In the course of their activities and decision-making, the donors shall take a non-partisan line, have no affiliations with political parties and shall not support the same.
- The public has the right to be informed about the donor's activities. The following documents shall be regarded as the public ones: composition of administrative, executive and supervisory bodies, by-laws, mission as well as the aims and objectives, grant policy, grant application rules, application review rules, grant award criteria, annual reports, financial reports, auditors' reports or any other similar documents.
- The donors shall be consistent in complying with and respecting all the laws and legal rules.
- The donors acknowledge the Bill of Donor's Rights and Duties. They shall treat their donors in accordance with these principles and at the same time apply these principles to the organisations to which they donate their grants.
- All the donors shall enjoy due respect.
- The donor's wish shall be a priority and shall be duly and properly respected.
- The donors' activities shall be transparent. Transparency is a fundamental principle of grant awarding.
- The donors shall work effectively, arrange for the adequate use of financial and human resources. The costs of administration shall be minimised and amount to the level necessary for the effective conduct of the organisation's activities.

- The donors shall provide for the adequate internal control of financial and human resources, shall initiate internal monitoring and evaluate their activities and programmes.
- In the course of its activities, each donor shall always prevent any conflict of interests.

Conclusion

This Code of Ethics will be approved and adopted by the members' meeting of the Donors' Forum. After the adoption of the same, the Code of Ethics shall be reviewed at the members' meeting of the Donors' Forum on a regular yearly basis or up-dated as necessary. During the year, any member of the Donors' Forum may propose that the Code of Ethics be discussed at the next members' meeting.

Annexes:

1. Bill of Donors' Rights and Duties (to be supplied by Mr. Vlašič)

2. Information about the grants management

Information about the grants management:

- members of the Donors' Forum will supply information about grants in an adequate and appropriate manner and on time,
- each applicant has the right to know what can and what cannot be supported by the individual members,
- each applicant has the right to get acquainted with the time schedule of the review and selection procedure, with the donors' requirements and criteria and basic conditions of grant awarding, potential interest in the grant competition, estimated minimum and maximum amount of the grant and the application rules,
- application forms and instructions must be intelligible and must include a list of other necessary materials to be enclosed to the application,
- where appropriate and necessary, the donor shall provide the applicant with information about other possible financial resources and matching funds.

Decision – making: :

When making its decisions, the Board of Trustees (or any other body deciding about the grant) shall be subject to clear and transparent rules set forth in the by-laws or in any other documents approved by the Board of Trustees.

Decisions are based on a thorough acquaintance with the applications.

Information about the applicants shall be treated as confidential. The information presented in the application shall constitute spiritual wealth of the applicant and without the applicant's consent may not be disclosed to any third party.