

Mahboba's Promise Good Governance Policy

1. Introduction

Mahboba's Promise recognises that for the organisation to achieve its vision and mission, good governance principles need to be followed at all times by its Management Committee as it is the governing body of the organisation. The management committee's powers are outlined in the constitution. Mahboba's Promise views governance as the process by which the organisation is directed, controlled and held to account. It covers the responsibilities, as well as the policies and procedures of the management committee to ensure objectives are achieved and management are using resources responsibly and with accountability. This means that all management committee decisions will be transparent, accountable, responsive, equitable, inclusive, effective and efficient, participatory and follow the rule of law.

2. Roles and Responsibilities

The Mahboba's Promise constitution, policies and procedures are in place to ensure that all involved in Mahboba's Promise are given clear instruction about their roles and responsibilities towards Mahboba's Promise and the organisation's work both in Australia and in Afghanistan. This includes the expectation that all individuals will strive to maintain a positive image of MP in the global community.

The management committee is specifically responsible for ensuring that Mahboba's Promise is operating with a clear long-term strategy that positively impacts the lives of our beneficiaries in Afghanistan. This involves monitoring and approving any policies, financial expenditure or development activity that Mahboba's Promise is seeking to undertake.

3. Management Committee

The management committee is made up of individuals who are supportive of MP's vision and mission. Individuals who hold a management position will do so because

they have the relevant skills and qualifications that make them an appropriate candidate for their specific role. Mahboba's Promise ensures that efforts are made to promote equal opportunity and access for all when filling management positions.

4. Vision and Mission

Vision: Our Vision is to provide a sustainable future within a secure environment for the disadvantaged and vulnerable people of Afghanistan and in particular for women, children and orphans.

Mission: Mahboba's Promise aims to provide effective, sustainable development aid to disadvantaged and vulnerable individuals and communities in Afghanistan through the provision of education, sanitation, primary health care, training and agriculture programs.

The management committee is responsible for promoting the vision and mission of Mahboba's Promise both within Australia and internationally. The committee is responsible for seeing that all individuals who are actively involved in supporting Mahboba's Promise understand its vision and mission. The management committee strives to make certain that all work that the organisation undertakes is focused on achieving the stated vision and mission. Short-term and long-term strategies for promoting the vision and mission of Mahboba's Promise are determined by the management committee and shared with stakeholders, staff and volunteers.

5. Risk Management

The management committee is responsible for ensuring Mahboba's Promise effectively manages any risks that may present themselves during and as a result of the organisation's activities. The management committee recognises that risks can present themselves in a vast array of development activities and can be classified in a number of categories. The management committee is charged with making the final decision on development work and it is expected that they will follow the risk management policy and procedures to ensure that risks are prevented or mitigated. All steps taken in the risk management process are determined by Mahboba's Promise Risk Management Policy.

6. Organisational Performance

The management committee strives to evaluate the effectiveness and the outcomes of Mahboba's Promise activities to understand the success and failures of projects. This is done through consultation with partners in Afghanistan and place heavy emphasis on the views of the targeted beneficiaries involved in Mahboba's Promise projects.

The management committee measures the performance of policies, systems and programs within Australia on a regular basis. The result of these assessments will be used as a basis for determining what changes to internal operations need to be made in order for the organisation to continue to progress.

7. Management Committee Effectiveness

All management committee meetings are planned and run in an efficient, appropriate and timely manner on a regular basis. Appropriate documentation of meetings is also a priority. Regular evaluation of the effectiveness of the management committee to hold the body accountable to members, volunteers and staff is undertaken. The management committee ensures that all appropriate information is shared with stakeholders to maintain transparency within the organisation. Should any management committee member leave their position, the committee will ensure that an appropriate replacement is found in a timely manner.

8. Integrity and Accountability

It is recognised that Mahboba's Promise and all those actively involved with the organisation are accountable to the people of Afghanistan in whose communities we operate in. There is also a strong need to Mahboba's Promise to remain accountable to all stakeholders. Appropriate information will be shared with stakeholders and supporters through monthly newsletters and through the Mahboba's Promise website.

The integrity of the organisation is maintained through effective communication and

open, transparent evaluations of Mahboba's Promise work in regards to the principles, vision and mission that drives our operations.

9. Organisation Building

The management committee ensures that all efforts are made individually and as a group to allow for the positive development of Mahboba's Promise as an organisation. This is done through guiding policy and program design, assisting in the capacity development of staff and volunteers and sharing their knowledge skills and experience with all involved in Mahboba's Promise. The management committee determines whether the organisation has any 'skill gaps' and aims to reduce these through appropriate guidance, mentoring and training.

10. Culture and Ethics

The management committee is responsible for ensuring that Mahboba's Promise operates with a positive, professional, inclusive and supportive culture both internally and through its development work. All decisions by the committee are impartial and in the best interest of the organisation. Mahboba's Promise's development work in Afghanistan is culturally sensitive and tailored to the current internal environment.

11. Engagement

The management committee actively works to reach out to stakeholders and maintain open communication links. All appropriate information is communicated with stakeholders and a clear channel for discussion between the organisation and stakeholders is maintained via the Mahboba's Promise website and newsletter to ensure that all parties are informed about the organisation's progress. The annual report for Mahboba's Promise is also available to stakeholders to maintain transparency.

This policy is revised annually to ensure it remains relevant and that all members of the committee understand the importance of maintaining good governance principles within Mahboba's Promise.

Related Documents:

- Constitution.
- Code of Ethics.
- Strategic Plan.
- Conflict of Interest Policy.
- Risk Management Policy.

Document Control	
Risk Level:	Very High (one year)
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