

**MI Standards**

**Extract required for**

**CMASC accredited**

**organisations**

## AS OF JULY 2020

Missions Interlink acknowledges

that some of its constituents are subject to several accreditation and organisational standards requirements which overlap with MI Standards.

MI does not wish to impose a greater compliance burden than necessary, and the MI Standards have been compared with the CMASC Standards for common ground.

As a result, MI constituents accredited with CMASC are only required to demonstrate compliance with the MI Standards that are not covered by the CMASC standards.

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| **Section A: GOOD GOVERNANCE** |
| **Standard** | **Members** | **Associate** |
| **Band 1** | **Band 2** | **Charity** | **Not for Profit** | **Commercial** |
| **A1** | The constituent has a mission statement that is approved and revisited by the governing body at least every five years to assess its continuing relevance to its activities.*Evidence for compliance will be:** *Process governing body uses to review mission statement.*
* *Date governing body last reviewed mission statement.*
 | ✔ | ✔ | ✔ | ✔ | **N/A** |
| **A3** | The constituent has a governing document (e.g. constitution, regulations, articles of association) which clearly defines its organisational and accountability structures within Australia.*Evidence for compliance will be:** *Constitution or other written governing instrument.*
 | ✔ | ✔ | ✔ | ✔ | **N/A** |
| **A4** | **Charity, Not-for-profit, Band 1 & 2:** The constituent’s governing body or a committee of the governing body oversees the organisation’s compliance with its own governing documents and all applicable commonwealth, state and municipal laws and regulations. For constituents that operate overseas, this includes commonwealth, state and municipal laws and regulations with extraterritorial application. *Statement only* | ✔ | ✔ | ✔ | ✔ | **N/A** |
| **Commercial:** the constituent is compliant with all applicable Commonwealth, State and Municipal laws and regulations.*Evidence for compliance will be:** *Process the constituent uses to ensure it is compliant with all applicable laws and regulations.*
 | **N/A** | **N/A** | **N/A** | **N/A** | ✔ |
| **A5** | The constituent is compliant with the Australian Charities and Not- for-profits Commission Governance Standards and External Conduct Standards (when applicable). *Evidence for compliance will include but not be limited to:** *Process governing body uses to review compliance.*
* *Date the governing body last reviewed compliance*
* *Declaration of the Board members*

[***https://www.acnc.gov.au/tools/topic-guides/governance-standards***](https://www.acnc.gov.au/tools/topic-guides/governance-standards) | ✔ | ✔ | ✔ | **N/A** | **N/A** |

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| **Standard** | **Members** | **Associate** |
| **Band 1** | **Band 2** | **Charity** | **Not For****Profit** | **Commercial** |
| **A7** | **Charity, Band 1 & 2:** The constituent completes an annual assessment of its entitlement to Tax Exempt Charity status.*Evidence for compliance will be:** *Written evidence of governing body’s review of TCC status within last twelve months.*
 | ✔ | ✔ | ✔ | **N/A** | **N/A** |
| **Not-for-profit:** The constituent completes an annual assessment of its entitlement for income tax status.*Evidence for compliance will be:** *Written evidence of governing body’s review of tax-exempt status within last twelve months.*
 | **N/A** | **N/A** | **N/A** | ✔ | **N/A** |
| **A12** | For a constituent that is an international organisation or an Australian affiliate of an international organisation, the Australian affiliate should be able to demonstrate evidence that it is actively mitigating against risk in circumstance where an overseas arm or parent body is known or suspected of failing to comply with Standards that would normally apply in Australia.*Evidence for compliance will be:** *Information demonstrating good standing of international parent or affiliates.*
 | ✔ | ✔ | ✔ | ✔ | ✔ |

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| **Section B: SOUND FINANCIAL MANAGEMENT** |
| **Standard** | **Members** | **Associate** |
| **Band 1** | **Band 2** | **Charity** | **Not for Profit** | **Commercial** |
| **Financial Accountability** |
| **B2** | The constituent acts at all times in accordance with generally accepted accounting principles and practices which include\*:* implementation of safeguards which prevent involvement in, or the appearance of cooperating in, schemes involving evasion of taxes.

*Evidence for compliance will be:** + *Declaration*.
	+ *Financial policies and procedures*
 | ✔ | ✔ | ✔ | ✔ | ✔ |
| **B4** | The constituent must take steps to minimise risks of fraud, corruption, bribery and other financial misconduct, particularly when working outside of Australia. *Evidence for compliance will be:** + *Declaration*.
	+ *Financial policies and procedures*
 | ✔ | ✔ | ✔ | ✔ | ✔ |

**\* extra requirements under MI Standard B2 are met by the relevant CMASC standard 6.6; 9.2**

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| **Section C: SOUND PERSONNEL MANAGEMENT****Paid staff, volunteers & seconded staff** |
| **Standard** | **Members** | **Associate** |
| **Band 1** | **Band 2** | **Charity** | **Not For Profit** | **Commercial** |
| **C1** | The constituent exercises integrity, care, and confidentiality in the process of recruiting new personnel (paid and volunteer) and will advise and direct candidates in a way that respects the calling of the candidate and the collaborative nature of the wider MI constituency.*Evidence for compliance will be:** *Personnel recruitment policies*
 | ✔ | ✔ | ✔ | ✔ | ✔ |
| **C2** | The constituent exercises duty of care for all its personnel (staff and volunteers), if any, in the fulfilment of their responsibilities.*Evidence for compliance will be:** *Duty of care policies.*
 | ✔ | ✔ | ✔ | ✔ | **N/A** |
| **C3** | The constituent prepares and provides ongoing development opportunities for its personnel appropriate for their ministry.*Evidence for compliance will be:** *Personnel development policies*.
 | ✔ | ✔ | ✔ | ✔ | **N/A** |
| **C4** | In assigning personnel, the constituent gives consideration to the guidance of the Holy Spirit, the counsel of the sending church, the motivation and giftedness of the worker, the availability of adequate supervision and care, and where applicable, the counsel of the receiving body.*Evidence for compliance will be:** *Personnel policies and procedures*.
 | ✔ | ✔ | ✔ | ✔ | ✔ |
| **C5** | The constituent ensures personnel are fully aware of policies and management systems relevant to their responsibilities, including job description, lines of authority, and financial and prayer support responsibilities.*Evidence for compliance will be:** *Personnel policies and procedures*.
 | ✔ | ✔ | ✔ | ✔ | ✔ |
| **C6** | The constituent provides pastoral care for its personnel to encourage their spiritual growth and Godly living.*Evidence for compliance will be:** *Pastoral and member care policies or equivalent.*
 | ✔ | ✔ | ✔ | ✔ | ✔ |
| **C7** | The constituent has a discrimination and sexual harassment & bullying policy in place and all personnel have been trained in the content and implementation of the policy.*Evidence for compliance will be:** *Sexual harassment & bullying policy and procedure for training personnel.*
 | ✔ | ✔ | ✔ | ✔ | ✔ |
| **C8** | The constituent has a safe workplace policy and all personnel are aware of the WH&S requirements applying to their organisation and situation.*Evidence for compliance will be:** *Safe workplace policy and procedure for training personnel.*
 | ✔ | ✔ | ✔ | ✔ | ✔ |

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| **Section D: INTEGRITY** |
| **Standard** | **Members** | **Associate** |
| **Band 1** | **Band 2** | **Charity** | **Not For Profit** | **Commercial** |
| **D1** | The constituent avoids making any presentation which may misrepresent or adversely reflect upon another constituent.*Evidence for compliance will be:** *Declaration*
 | ✔ | ✔ | ✔ | ✔ | ✔ |
| **D2** | The constituent seeks to resolve any conflict between itself and other constituents and organisations in ways that accord with Biblical principles.*Evidence for compliance will be:** *Declaration*.
 | ✔ | ✔ | ✔ | ✔ | ✔ |
| **D3** | The constituent has a complaint management and dispute resolution policy and procedures for use by stakeholders, including personnel, governing body members, ministry recipients, and members of the public.*Evidence for compliance will be:** *dispute resolution policy and procedures\**
 | ✔ | ✔ | ✔ | ✔ | ✔ |

**\* extra requirement for evidence under MI Standard D3 is met by the relevant CMASC standard 8.7**

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| **Section F: RELATIONSHIPS** |
| **Standard** | **Members** | **Associate** |
| **Band 1** | **Band 2** | **Charity** | **Not For Profit** | **Commercial** |
| **F1** |  Constituents with any contact or responsibility for children and vulnerable persons (including vulnerable clients, paid and unpaid workers, and family members) have policies and procedures to promote their safety and well-being, and to minimise the risk of abuse. *Evidence for compliance will be:** *Child and vulnerable person protection policy and procedures.*
 | ✔ | ✔ | ✔ | ✔ | ✔ |
| **F2** | Constituents will check the reputation and experience of partner organisations before entering into significant agreements or collaborations. Partner organisations should act ethically and in a way that is consistent with the values of the constituent organisation. *Evidence for compliance will be:** *Record keeping constituent uses to assess and work with partners*
 | ✔ | ✔ | ✔ | ✔\* | ✔\* |
| **F3** | Constituents must take reasonable steps to ensure that partner organisations have:* Policies and procedures to promote the safety and wellbeing of children and vulnerable persons; and
* Financial controls, policies and procedures to minimise risks of fraud, corruption, bribery or other financial misconduct.

*Evidence for compliance will be:** *Record keeping constituent uses to assess and work with partners*
 | ✔ | ✔ | ✔ | ✔\* | ✔\* |

**\*Subject to relevance to the organisation and its activities**