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Schweizerischer
Verband für Personelle
Entwicklungs-
zusammenarbeit

Swiss association for
the exchange of
personnel in development
cooperation

Association suisse pour
l'échange de personnes
dans la coopération
internationale

Asociación Suiza para el
intercambio de personas
en la cooperación
internacional

Associazione Svizzera per lo
scambio di persone
nella cooperazione
internazionale

Associação Suíça para o
intercâmbio de pessoas
na cooperação
internacional

Criteria for Unité Membership

1. Personnel Development Co-operation as Central Field of Activity

For the member organisation, the Personnel Development Co-operation (exchange North-South/East-North) is a central field of activity.

Indicators:

- Personnel Development Co-operation is an integral component of the member organisation's statutes and strategy
- In the profile and reporting, Personnel Development Co-operation appears as a field of activity with its own relevance

2. Basic Values

The member organisation recognizes the following values for the Personnel Development Co-operation:

Human rights and democracy, social, global and gender equity, peace and worthwhile living environment as well as equality of cultures and worldviews in terms of mutual respect and dialogue at the same level.

Indicators:

- Basic values are mentioned in the mission statement
- Decisive for programme and project work
- Implementation of these basic values in public relations

3. Internal Coherence

The member organisation complies with the requirements of "Corporate Governance".

Indicators:

- Transparent and democratic decision-making structures
- Clear structure and separation of functions (implementation – monitoring – standing orders / organisational chart)

- Transparent financial accounting and independent audit by a state recognized body.

4. Anchorage

The member organisation is anchored and recognized in Switzerland, particularly also in the case of international organisations with a branch office in Switzerland.

Indicators:

- At least a 10 year existence of the member organisation or, respectively, a 10 year presence and own structure (independent legal entity) in Switzerland for branch offices of international organisations.
- For Swiss branch offices of international organisations: own operational programme and own competencies (in planning, controlling, monitoring and evaluation of the programme, in public relations and awareness raising).

5. Awareness Raising

The member organisation accompanies its Personnel Development Co-operation with professional awareness raising work in the context of the following topics: North-South/East-North; development co-operation; human rights; intercultural exchange. In particular, the member organisation is committed to make use and validate its development worker's experiences.

Indicators:

- Displays public relations outside the fundraising of the organisation
- Awareness raising addresses a broader target group than the members of the organisation
- Analysis and utilization of the assignment experiences

6. Networking

The member organisation is linked nationally and internationally beyond its own religious community and party-political creed.

Indicators:

- It is actively involved in Swiss networks of development policy.
- It has development oriented links in the assignment countries via its partner in the South.

7. Professional Implementation of the Personnel Development Co-operation

The member organisation displays that it works professionally on the operational level.

Indicators:

- The member organisation shows a regulated selection procedure and a qualitatively and quantitatively relevant assignment preparation which prepares the development worker systematically in their professional and social capacity (carried out internally and/or externally).
- The member organisation disposes of methodical competences for accompanying the assignment.

8. Partnership

The co-operation with partners in the South orientates itself to the 5 elementary basic values of a partnership: Mutuality, equality, open dialogue, mutual understanding of cultures and common impact.

Indicator:

- The member organisation acknowledges the concept formulated by Unité on partnership co-operation (see the strategic base document "Personnel Development Co-operation: contemporary and independent" as well as the policy statement "Partnership: Basic Values, Criteria, Diversity, Context and Levels of Implementation").

9. Participation in the Unité Association

The member organisation participates in the Unité activities outwards and inwards.

Indicators:

- Attendance at general assemblies, participation in task forces and possible taking on of inputs and mandates
- Attendance at Unité awareness raising and lobbying schemes / Personnel Development Co-operation

10. Universality of Solidarity and Development Co-operation

The assignments are led primarily by the needs of the beneficiaries and benefit the population in the assignment region independent of ethnic affiliation, religion, sex or political orientation. The (personnel) development co-operation will not be exploited for the establishment of church/party or member advertisement and orientates itself to the creation of "bridging social capital". It strives for integration in local and national development planning.

Indicator:

- The official documentation (e.g. mission statement, model, statutes) of the member organisation corresponds to this principal (neither religious nor political proselytism).