



**IPPF's accreditation system**  
Upholding our values and principles

## **IPPF – a global federation**

IPPF is a global federation of national Member Associations united by a shared vision, a common set of core values, and a determination to improve people's lives and advance human rights. Each Association develops its own strategy to address the needs in its country and, given the diversity of the Federation, these strategies inevitably look different in each country where IPPF is present.

Despite these differences in strategy and implementation, there are some essential principles that each Member Association of IPPF is expected to uphold. These principles are set by IPPF's highest governing body, its Governing Council.

## **Starting point**

Today it is more important than ever that a large organization aiming to improve individual lives and to advance people's rights can show how it upholds the values and principles it stands for. This is why IPPF introduced an accreditation system in 2003, and also why this system was revised and improved in 2009.

## IPPF's commitment

In IPPF, we want our clients and partners to trust us. We also need to ensure that those donors and partners who provide support have continued confidence in us. We have therefore made a commitment in IPPF to uphold and work in line with 10 principles of membership. We believe these principles make us stronger, more effective and more able to respond to the needs of the people we serve. They make us accountable and they bond us together into a global movement.

## What is accreditation?

At its simplest level, IPPF's accreditation system is a formalized peer review that aims to ensure that all the Federation's Member Associations meet and comply with 49 essential membership standards. By upholding these standards, each Member Association is able to demonstrate its commitment, as well as be able to show how it adheres to these commitments – these 10 principles of membership to IPPF.

This is checked and verified through an accreditation review process which takes place every five years.

## The process

The first stage in the process is a self-assessment. Each Association is asked to assess how well it meets the membership standards by replying to a number of questions and providing documentary evidence. This assessment is analyzed by a review team consisting of staff from the IPPF Secretariat and a volunteer from another Member Association, first during a desk review and then during an on-site visit to the Association. This review will take into account documentary evidence as well as information from dialogue, discussions and meetings with Member Association volunteers and staff and external partners of the Association.

Once this final assessment is completed, the review team will work with the Association to agree on areas in need of improvement. Together, they will also agree on ways to share the Association's strong points with other IPPF Member Associations. This sharing of good practice makes the whole Federation a stronger organization.

# IPPF's 10 principles of membership

By upholding these standards, each Member Association is able to demonstrate its commitment to being:

1

### Open and democratic

The Association is an open and democratic legal entity that engages volunteers from all backgrounds and encourages their full and active participation in its work in partnership with staff.

2

### Well-governed

The Association has an elected governing body that represents its membership and that understands and carries out its collective role and governance responsibilities.



## Steps in the accreditation process

### Self-assessment

Each Association reports on how well it meets the membership standards.



### Desk review

A team in the IPPF Secretariat reviews the self-assessment and establishes a specific terms of reference for the review visit. This makes the on-site visit focused and effective.



### Review visit

The review team, including a volunteer from a peer Member Association, visits the Association to complete the assessment.



### Follow-up action

The team and Association agree what areas to address and how the IPPF Secretariat can provide assistance.



### Accreditation

Once an Association complies with all the membership standards, the IPPF Governing Council awards an accreditation certificate.

3

### Strategic and progressive

The Association makes a difference in those areas of sexual and reproductive health and rights most relevant to its country situation. It demonstrates a strong commitment to IPPF's mission, core values and policies.

4

### Transparent and accountable

The Association conducts its affairs at all times in a transparent manner, accountable to its clients, partners and donors.

5

### Well-managed

The Association manages its human and financial resources effectively and efficiently to plan and implement its programme of work.

6

### Financially healthy

The Association takes the necessary measures to ensure continuity of resources and to maintain general financial sustainability in support of its programme.

## The people

Experienced, knowledgeable and dedicated people are the most important and precious part of IPPF's accreditation system. Without their experience, the process might be reduced to a box-ticking exercise generating little or no value for any of the parties involved.

The review team consists of volunteers from peer Associations and IPPF Secretariat staff. During the review visit, the team will meet with members of the governing body, other volunteers and also key staff of the Association being reviewed. These meetings give rise to dialogue. Through these dialogues, the review team gains a better understanding of the reality of the Association. It is only through such an exercise that the team can come to an understanding of whether an Association meets the membership standards or not. The varied and balanced experience and knowledge of the review team will also allow for adequate follow-up recommendations to be coordinated.

## IPPF accredited Member Associations

An up-to-date list of accredited Member Associations can be found on the IPPF website. Continuously seeking improvement is part of good management and good governance. The formal accreditation review is carried out once every five years – however, there is a continued day-to-day responsibility to comply with membership standards and the IPPF Secretariat monitors this compliance and takes action as necessary.

## Continued leadership

The accreditation process is intended both as an accountability tool and as a tool for reflection, improvement and learning. The membership standards do not mean that all members should be the same. Instead, they ensure that work is carried out to essential standards and that the principles the Federation stands for are upheld. This is necessary in order for IPPF to continue to ensure that vulnerable populations are served to a high standard all over the world and to remain a global leader in the field of sexual and reproductive health and rights.

**This is the commitment IPPF has made to itself.**

7

### **A good employer**

The Association recruits skilled staff, treats them with respect, and has employment and working conditions that allow them to operate effectively.

8

### **Committed to results**

The Association is committed to achieving results and improving performance. It is able to show how sexual and reproductive health and rights needs are met.

9

### **Committed to quality**

The Association ensures that essential quality standards are met in all aspects of its work.

10

### **A leading non-governmental organization in the country**

The Association is recognized and valued as a leader in the sexual and reproductive health and rights movement in the country.

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