

OPEN INFORMATION POLICY

Introduction

Orbis UK is committed to the principle of transparency in our operations. We believe that making information on our work publicly available is an important part of enhancing our accountability both to the partners and communities with whom we work, and to those who provide us with the funding and other resources required to fulfil our mission. We seek to make information available where cost-effective to do so and where required to support the collective effort among international development actors to improve provision of standardised information.

Scope

Orbis UK's Open Information Policy (hereinafter referred to as the "Policy"), applies to information produced by Orbis UK. It does not apply to information and documents produced by implementing partner, Orbis International, which are not associated with grants provided by Orbis UK.

Implementation of policy

The Policy is intended to ensure that specified information concerning Orbis UK programmes and operations is available to the public.

This information is in two parts:

- that which the Orbis Trustees wish to share publicly
- that which enables us to meet our contractual obligation to work towards applying transparency standards in line with the UK Aid Transparency Guarantee and the International Aid Transparency Initiative (IATI) to funds received from the UK Department for International Development (DFID)

Specified information

The following information will be made available to the public, subject to the exclusions set out in that section of the Policy:

- Orbis UK Audited Annual Report and Financial Statements.
- Fund flow and output information for DFID grants

Responsibility

Responsibility for the implementation of this policy will lie with the CEO. Specific responsibilities are as follows:

- Publication of Annual Report information - Director of Finance and Operations
- Publication of Programme information to the IATI Standard - Head of Programme Support

Exclusions

While seeking to maximise our transparency, there will be circumstances in which Orbis UK may choose not to disclose certain information, for example for security, privacy, or commercial sensitivity reasons, or because we believe the staff and financial resources required to produce the information outweigh any benefits of publication. We will seek to limit these exclusions.

Historical Documents

This policy will apply only to information related to current and new activities from the time the policy was first approved.

Cost effectiveness

As a charity, Orbis UK seeks to utilise its staff time and resources for the greatest impact on beneficiaries. If the costs of producing information significantly outweigh any possible benefits from the public production of that information, we may choose not to publish.

Public Access

Information and links to other websites using the IATI Standard data will be published on the Orbis UK website.