

Development Effectiveness Guidelines, Cercle de Coopération

Luxemburg, March 2011

Preambles:

- *The Cercle's member NGOs pursue their development actions with partners (in the south and/or north).*
- *The term "partner" used in these guidelines applies to partners both in the "North" and in the "South"*
- *All the guidelines imply that NGOs aim to do their best*

Equitable and solidary partnerships



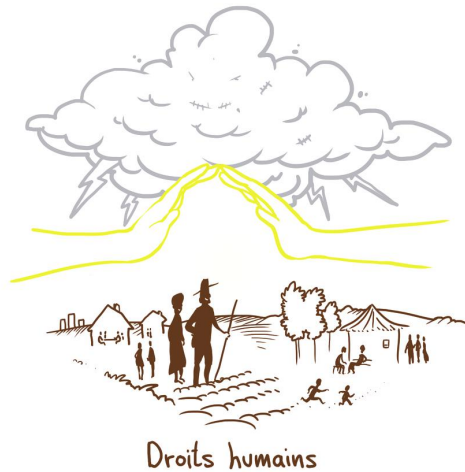
1. The partnership is built on the basis of clear and transparent criteria defined beforehand by the respective partners and based on which the partners choose each other.
2. The partners share the same vision on partnership and must agree on the needs identified, on the pursued objectives and on the expected results of their cooperation and develop a common strategy together.
3. Formalizing the roles and responsibilities: The mutual roles and responsibilities of all partners are discussed and clearly defined in a formal agreement, which is regularly revised. Partners are equal in the definition of this convention.
4. Partnership needs the active participation of all parties concerned (partners, vulnerable groups and marginalized people) at each phase of the project cycle management (from planning the assessment, including the exit strategy).
5. The partnership is part of the existing social dynamics and promotes the participation to existing networks and / or the creation of new networks of civil society and fosters the emergence of new synergies.
6. The partnership promotes the organizational and operational autonomy of the different actors.

Transparency and mutual learning



7. Management tools, monitoring and evaluation: The partners jointly define and use a common tool for management, monitoring and evaluation of the action which is accessible and meets the requirements of the respective parties concerned.
8. Exchanges: During field missions and when the Southern partners visit the NGO, exchanges are organized in a spirit of mutual learning.
9. Capitalization: The partners are willing to put their practices and approaches in question and systematically capitalize and exchange about successes and failures.
10. Evaluation of the internal organization: management and internal organization processes are evaluated regularly in order to improve efficiency.
11. Cultural openness: The partners are willing to understand the cultures and customs of all the actors involved and provide the necessary means to do so.
12. Sharing competences: The partnership aims at sharing competences and mutual reinforcement. This solidarity, which also includes the relationship between Northern NGOs, serves to reinforce the NGOs in their weaker areas.
13. Communication: Communication between partners is regular, open and honest and partners develop adapted means of communication.
14. Transparency: The partners commit themselves to mutual transparency of their intentions, goals, as well as a regular and comprehensive sharing of information - both internally as towards the partner.

Human rights



15. Recognition of the importance of HR and internal application: The partners recognize the importance of HR in their own structure and apply these principles in their internal management.

16. Integration of HR in partnerships and projects: The partners ensure the promotion of human rights in their partnership and in the planning and execution of their actions

17. Knowledge of the context: Partners commit to reflect the reality of the country and cultural context to identify and understand the factors affecting human rights. Partners try to ensure that their actions do at least not contribute to a deterioration of the human rights.

18. Impact Analysis: The partners include a human rights impact assessment procedure in the design of conventions and projects.

19. Capacity building and mobilization: The partners take action for capacity building of vulnerable and marginalized individuals and groups so they know their rights and can defend themselves (information on the rights and legal mechanisms of action, information on international and national legislation in force related to HR).

20. Raising awareness: Through their actions, the partners seek to inform and educate the general public and policy makers on issues related to human rights.