



SPONSORSHIP POLICY

1. Purpose

- 1.1. This Sponsorship Policy (the Policy) governs the approach of the International Association of Prosecutors (the IAP) to the sourcing and use of commercial and non-commercial sponsorship.
- 1.2. For the purposes of this Policy, 'commercial sponsorship' is defined as a direct or indirect monetary or other contribution that is paid in return for access to exploitable commercial potential.
- 1.3. For the purposes of this Policy, 'non-commercial sponsorship' is defined as direct or indirect monetary or other contribution by a sponsor for no commercial or financial gain.
- 1.4. For the purposes of this Policy, the term 'sponsorship' relates to both commercial sponsorship and non-commercial sponsorship.

2. Principles

- 2.1. The IAP will not seek sponsorship to offset or fund its regular operational running costs.
- 2.2. The IAP can seek and accept appropriate offers of sponsorship to support its work programmes and projects and to subsidise activities such as its conferences and training events.
- 2.3. The IAP must:
 - i. Ensure that the source of any such sponsorship is appropriate, having regard to the Objects of the IAP;
 - ii. Ensure that the objectives of the provider of any sponsorship are consistent with the Objects of the IAP;
 - iii. Ensure that there is no conflict of interest in the provision or acceptance of the sponsorship; and
 - iv. Prevent any perceived or actual improper influence being exerted by the sponsor upon the IAP or its members or any delegates, or on the IAP work programme.

3. Sponsorship Sub-Committee

- 3.1. When sponsorship opportunities, bids and offers are received by the IAP, the Secretary-General shall convene a Sponsorship Sub-Committee to consider them. The Sponsorship Sub-Committee shall comprise of one IAP Vice-President and two members of the Executive Committee.
- 3.2. The Sponsorship Sub-Committee will decide whether to recommend that sponsorship should be sought and/or accepted. The Sponsorship Sub-Committee will provide its recommendations to the Executive Committee.

- 3.3. The Executive Committee is not bound to accept the recommendations of the Sponsorship Sub-Committee. Any objections to the recommendations of the Sponsorship Sub-Committee should be raised within fourteen days of the recommendations being made to the Executive Committee. If objections are raised, they must be resolved before the Secretary-General can act on them. If no objections are raised within the fourteen day period, then the Secretary-General can act on the recommendations of the Sponsorship Committee. This time frame can be shortened if an urgent decision is required.
- 3.4. The Sponsorship Sub-Committee will use the following criteria when deciding whether sponsorship should be sought and accepted:
- i. In seeking or accepting sponsorship for projects and other work in support of its Objects, the IAP will prioritise such engagement with organisations whose work is wholly or partly related to the field of criminal justice, or to organisations who have demonstrated a commitment to providing a service in the field of criminal justice.
 - ii. In seeking or accepting sponsorship linked to the funding of its conferences, the IAP may engage with any of the above but also with organisations who operate in the local or wider community and whose involvement, in the opinion of the Sponsorship Sub-Committee, will not cause embarrassment to the membership. In considering any such organisation, members of the Sponsorship Sub-Committee may consult such members of the IAP or others as deemed appropriate.
 - iii. If the IAP wants to seek or accept sponsorship from an organisation that does not fall within (i) or (ii) above, then the Sponsorship Sub-Committee shall consult with the Executive Committee before making any recommendation.
- 3.5. The Sponsorship Sub-Committee shall provide a short report at each Executive Committee meeting.

4. Terms

- 4.1. If a formal sponsorship opportunity is approved, the Sponsorship Sub-Committee shall assist the Secretariat in determining and finalising the terms of such arrangement.
- 4.2. Standard terms may include:
- i. A clear description of the benefit(s) that the sponsor can expect to derive from the sponsorship;
 - ii. That the sponsor should not contact any member of the IAP, directly or indirectly, without the permission of the IAP Secretariat. Should the sponsor wish to contact a member, it should be done via the Secretary-General or General Counsel, who will contact the member. Should the member decline to have contact with the sponsor, that refusal will prevail and the Secretary-General or General Counsel will inform the sponsor;
 - iii. That the sponsor may advertise its products and/or services at the conference venue and/or at the venues of social activities as agreed, in an unobtrusive and tasteful way without compromising the independence of the IAP. No advertising will be permitted in the main conference hall and the workshop rooms. All advertising must be approved by the IAP Secretariat in advance;
 - iv. That the sponsor will be entitled to send representatives to the conference venue and/or the venues of social events, as agreed, for such reasons as are agreed with the IAP.

They will not be invited to address plenary sessions or other working sessions of the conference, unless their presentation is relevant to the theme of the conference and they have expertise in the area or show that they can otherwise substantially contribute to the discussion of the topic;

- v. That gifts from the sponsor, other than food and drink at social events, should be confined to “give away” items of minor value normally used for the promotion of the sponsor’s goods or services.

5. Record keeping

- 5.1. A record should be kept of each decision of the Sponsorship Sub-Committee, with brief reasons. The record should be sent to the IAP Secretariat for storage in the IAP archives.

6. Amendment

- 6.1. The terms of this Policy may be amended by agreement by the Executive Committee.

Approved by the IAP Executive Committee on 28 September 2024 in Baku, Azerbaijan.
In force with immediate effect.

