REBUILD AID FORENING

FINANCIAL MANAGEMENT POLICY

VERSION 3.01

This Financial Management Policy establishes the standards, controls, and procedures that guide Rebuild Aid Forening's responsible use of financial resources. It ensures transparency, integrity, accountability, and full compliance with donor requirements, Danish regulations, and international best practices. The policy applies to all staff, volunteers, board members, and partners.

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FINANCIAL MANAGEMENT POLICY

Rebuild Aid Forening is committed to the highest standards of financial integrity, transparency, and accountability. As a Danish diaspora, volunteer-based humanitarian organisation entrusted with public funds, donor contributions, and community resources, Rebuild Aid recognises its responsibility to manage all finances with exceptional professionalism, diligence, and ethical conduct.

This Financial Management Policy establishes the systems, procedures, and controls that govern the planning, receipt, use, documentation, reporting, and auditing of financial resources across all Rebuild Aid operations — in Denmark and abroad. It sets the framework for responsible stewardship of donor funding, ensures compliance with national legislation and international donor requirements, and protects the organisation from fraud, mismanagement, or financial irregularities.

The policy applies to all representatives of Rebuild Aid, including board members, staff, volunteers, consultants, and implementing partners. It defines clear roles, authorisations, internal controls, financial processes, and accountability mechanisms to ensure that every transaction is lawful, justified, documented, and aligned with organisational and donor standards.

Through this policy, Rebuild Aid commits to:

- Strong internal controls and segregation of duties
- Transparent procurement and financial processes
- Accurate, timely, and complete financial reporting
- Responsible budget management and oversight
- Proper handling of cash, bank accounts, and assets
- Prevention and detection of fraud, corruption, and misuse
- Full compliance with donor contracts, audit standards, and legal requirements

This policy ensures that Rebuild Aid maintains the trust of donors, beneficiaries, partners, and regulatory authorities — and that every financial resource contributes directly and ethically to humanitarian impact.

1. Purpose

The purpose of this Financial Management Policy is to establish a clear, consistent, and accountable framework for how Rebuild Aid Forening manages, protects, documents, and reports all financial resources entrusted to the organisation. This policy ensures that every financial action — from budgeting and procurement to payments and reporting — is conducted ethically, transparently, and in full compliance with donor requirements, Danish legislation, and international humanitarian standards.

The policy aims to:

1.1. Ensure Responsible Stewardship of Donor Funds

Rebuild Aid is entrusted with public funds, private donations, and grants intended solely for humanitarian and development purposes. This policy ensures that these resources are used efficiently, effectively, and for their intended purposes, with no possibility of misuse, diversion, or mismanagement.

1.2. Establish Strong Internal Controls and Safeguards

The policy defines procedures for authorisation, approvals, segregation of duties, verification, reconciliation, and documentation to minimise the risk of fraud, corruption, errors, or financial irregularities.

1.3. Promote Transparency and Accountability Across All Operations

Financial management must be clear, traceable, auditable, and open to scrutiny by donors, auditors, authorities, and the Rebuild Aid Board. All financial decisions must be justified, documented, and accessible for review.

1.4. Standardise Financial Procedures Across the Organisation

Whether activities take place in Denmark or in partnership with local implementing organisations abroad, financial processes must be consistent, predictable, and aligned with this policy.

1.5. Ensure Compliance with Donor Regulations and Legal Obligations

This includes compliance with:

- DSU Civil Society Fund rules
- DERF (Danish Emergency Relief Fund) compliance requirements
- DRC humanitarian finance guidelines
- UN agency financial standards
- Danish accounting regulations
- EU and DSU SAF requirements

1.6. Support Efficient Fund Management

This policy ensures cost-effective

1.7. Strengthen Internal Controls

Strong

- [redacted]
- [redacted]
- [redacted]
- [redacted]
- [redacted]

1.8. Enable Accurate and Timely Financial Reporting

The policy supports reliable internal reporting, donor reporting, annual financial statements, and audit readiness.



2. Scope

This Financial Management Policy applies to all individuals, units, and activities involved in the financial, administrative, or operational processes of Rebuild Aid Forening. The policy governs the