



Policy Number	Effective Date	September 2025
AKFA-POL_010	Next Review Date	September 2028
	Sponsor	Country Director
	Approval/Authorisation	Board

1. Purpose

AKF Australia (AKFA) is committed to being transparent in our work and accountable to our stakeholders and community. We are committed to disclosing timely, relevant and accurate information in an accessible format. We hold ourselves accountable to people in the communities where we work, to our partner organisations, to the public and our donors.

AKF Australia complies with relevant legislation, ACNC standards, the ACFID Code of Conduct, and the funding and contractual obligation of donors.

2. Scope

This policy applies to all AKFA Board directors, staff, consultants, volunteers and partners.

3. Policy

AKF Australia is committed to clear and accurate communication with our stakeholders and community. We strive to disclose timely, relevant, and accurate information in an accessible format; provide stakeholders with opportunities to offer input and feedback; and respond to feedback effectively and appropriately.

Our commitment to transparency and integrity in financial management is demonstrated through independent external audits and the publication of annual audited financial statements online.

4. Policy principles

AKF Australia openly shares information through the AKF website, social media channels and newsletters. Additional information is also shared on the AKF learning hub and the Aga Development network website. Examples of information shared include:

- Constitution, legal status, and organisational purpose
- Annual audited financial statements
- Organisational policies and position statements
- Annual Reports
- Governance structure and board details
- Memberships and registrations with sector bodies
- Learning content through the AKF Learning Hub - <https://akflearninghub.org/>

Information Not Disclosed

AKF Australia withholds information where privacy, security, legal, or operational concerns apply. This includes personal and confidential details, sensitive legal or commercial matters, internal



planning documents, and any material that could compromise safety, program effectiveness, or organisational integrity.

5. Requesting Information

Requests for information may be submitted directly to AKF Australia and will be assessed on a case-by-case basis.

Contact Information for AKF Australia:

Email: info.akfaus@akdn.org

Mail: AKF Australia, Level 27, 101 Collins Street, Melbourne, VIC 3000

Phone:

6. Related Documents

- Anti-bribery and Corruption Policy
- Communication Policy
- Fraud prevention Policy
- Privacy Policy
- Whistle-blower Policy
- Procurement Policy
- Complaints Handling Policy
- Conflict of Interest Policy

7. Revision History

AKF Australia will review and update this policy every three years, unless changes are required earlier, to ensure relevance and applicability.

Date	Revision Number	Change(s)	Reference Section(s)
25 th Sept 2025	1	New Policy	