



Environmental POLICY

POL016-Environmental_Policy-2021-09-17

Be sure to have the latest version!

HQAI is constantly developing and improving its tools and procedures. Depending on feedback and learning from experience, these may change. Please make sure you're using the latest version.

How to give feedback or contribute to the process?

If you would like to provide comments on this document or any aspect of our work, please send your feedback to: contact@hqai.org.

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Introduction

I. The Humanitarian Quality Assurance Initiative

HQAI's objective is to improve the Quality and Accountability of organisations working with vulnerable and at-risk population through the provision and promotion of meaningful and adapted independent quality assurance. Its services are intended to build capacity in the sector and provide consistent measurable data in the delivery of quality action, thus improving principled, accountable, efficient provision of aid to vulnerable and at-risk populations.

To all its stakeholders, HQAI is an accountable, open and trustworthy partner, which applies the internationally recognised ground rules of auditing that are impartiality, competence, responsibility, openness, confidentiality and responsiveness to complaints. Our policies, procedures and tools for independent quality assurance follow relevant ISO standards requirements. HQAI's CHS certification scheme is accredited against ISO/IEC 17065:2012.

HQAI has developed robust tools to measure efficiently where an organisation stands in relation to the [Core Humanitarian Standard \(CHS\) on Quality and Accountability](#). Tools related to other standards may be developed in the future.

HQAI is committed to the nine fundamental principles of the CHS and implements them as far as they are applicable to its own activities.

These are:

- delivery of services that respond to the needs of users
- timely delivery of these services
- avoidance of negative effects
- transparency and participation in decision-making
- provision of safe complaint mechanisms
- avoidance of duplication
- responsible management of staff, including non discrimination
- responsible use of resources

II. Scope

This procedure applies to all corporate bodies of HQAI. It aims at reducing HQAI's environmental footprint.

III. References

The following referenced documents can usefully complement this document. For dated references, only the edition cited applies. For undated references, the latest edition of the referenced document (including any amendments) applies.

HQAI POL001_Code-of-Conduct

HQAI POL015_Procurement-Policy

IV. Definitions

Unless specified below and in the text, for the purposes of this document, the terms and definitions provided in the CHS and POL114-Quality Assurance policy apply.

1. Overall commitment

- 1.1 The use of natural resources and energy in unsustainable ways causes climate change and environmental degradation. Recognising that the climate crisis requires urgent action in all sectors, HQAI commits to minimise the environmental impact of its activities and promote positive behavioural changes in its sphere of influence.

In this perspective, HQAI shall:

- 1.1.1 Inform and train all corporate bodies on this Policy and related documents.
- 1.1.2 Proactively communicate its environmental aims and objectives to partner organisations, donors and other external stakeholders.
- 1.1.3 Stimulate a holistic environmental awareness amongst external stakeholders, including its audited partners by the way of its audits.

2. Areas with environmental impact

- 2.1 HQAI commits to periodically review its impact on the environment and identify the major areas of concern, taking a life-cycle perspective.
- 2.2 Based on the Plan-Do-Check-Act approach, HQAI shall
- 2.2.1 Plan appropriate action to prevent and mitigate major areas of concern, and establish measurable targets.
Note: The plan shall be sufficiently ambitious, but adapted to HQAI's possibilities.
 - 2.2.2 Describe practices that HQAI and members of its corporate bodies should systematically consider.
 - 2.2.3 Monitor activities and environmental performance against targets.
 - 2.2.4 Take action for continual improvement.

3. Revision

- 3.1 Based on reporting and lessons learned, this Policy and, as appropriate, related documents shall be revised at regular intervals, at minimum every three years.