

To: HAP and People In Aid members
Cc: Organisation focal persons
From: Anabel Cruz, HAP Chair and Willem van Eekelen, People In Aid Chair

Geneva and London, 17 February 2015

Re: Update on HAP and People In Aid merger, member engagement and key dates

Dear HAP and People In Aid members,

Many stakeholders – including the majority of our members – contributed to the development of the Core Humanitarian Standard on Quality and Accountability (CHS). The CHS launch, in December, has enabled us to move ahead with the HAP and People In Aid merger, as the CHS will be at the centre of our new organisation's work.

In this letter, we outline a number of key issues related to our merger.

Name of new organisation: We are pleased to announce that the new organisation will be called the CHS International Alliance. This name was chosen to reflect the centrality of the CHS to our mission, and the desired joint commitment of staff, boards and members to work together to achieve this mission. We will continue to operate as HAP and People In Aid until the new organisation's legal identity is established.

Location of headquarters: The new organisation will be headquartered in Geneva. We will initially have two sites – one in London and one in Geneva – to maximise continuity in this transitional period. The structure will retain continuity for members and allow for a possible future move out of Europe.

Vision, mission and strategic mandates: These will be put forward for formal ratification by our members:

Vision: Communities and people affected by crisis influence and access high quality assistance and can make humanitarian action fully accountable.

Mission: To ensure respect for the rights and dignity of communities and people affected by crisis, and enhance the effectiveness and impact of humanitarian action by building a culture of quality and accountability.

Strategic mandates: The CHS International Alliance will enhance the effectiveness and impact of assistance for vulnerable¹ and crisis-affected communities and people by:

- Strengthening the capacity of individuals, organisations and systems to deliver quality and accountable assistance.
- Leading and facilitating the development, promotion and maintenance of the Core Humanitarian Standard on Quality and Accountability.
- Managing the development, promotion and maintenance of the Core Humanitarian Standard's monitoring, reporting and verification.
- Leading improvements in people management and engagement.
- Collecting and using evidence to influence policy and practice at local, national, regional and international level.
- Stimulating and facilitating learning, continuous improvement and innovation to contribute to organisational and operational effectiveness.

Launch of the CHS International Alliance: While plans are still evolving, it is expected that there will be a launch of the CHS International Alliance in London and Nairobi between 9 and 11 June 2015. It is further expected that both HAP and People In Aid will be formally closed around the same

¹ Vulnerability includes poverty, injustice and other issues, and is the term now being used by UNDP's Human Development Index.

timeframe. Details of the exact timing and schedule will be shared in March when we have greater clarification on the legal issues related to our closure. **Please save the dates of 9-11 June in your diary.**

Membership: Procedures and requirements for both HAP and People In Aid members will remain the same throughout 2015 with all existing members becoming members of the new organisation until a reaffirmation process in early 2016. As we have previously committed, both sets of members will continue to receive the full service that you would expect from HAP and People In Aid this year. In the background of course, our staff will be working together in a growing number of areas.

Interim board and office bearers: All decisions related to the merger are being made by the full boards of HAP and People In Aid. They have each delegated representatives from their existing boards to form an 'interim board' (called 'shadow board' until the CHS International Alliance is legally formed). This interim board will welcome a number of additional members (suggestions are welcome!) and will hand over to a new board in June 2016. It is expected that the chair of the interim board will be sought from outside the existing boards.

Opportunities to engage: Building on past events, such as People In Aid's Members' Forum and HHR conferences, there will be continued consultation with members on the new organisation. We would ask our members to commit time to respond to surveys and/or attend webinars so that we can be sure we are creating the organisation which you need. HAP will be conducting its **first webinar on 5 March 2015 at 12pm CET / 11am UK time**. The webinar will give members an opportunity to ask questions, raise concerns and discuss the proposed service proposition for the new organisation. HAP members can register for the HAP webinar and find details on how to join by clicking on the following link: <https://attendee.gotowebinar.com/register/3801103321117939970>. A survey will also be developed in the coming weeks to give the HAP and People In Aid memberships a chance to have their say in the function of the new organisation.

We attach a document on **Frequently Asked Questions (FAQs) on the CHS**, given it will underpin the new organisation and we expect our memberships to have questions about the implications of moving to the CHS. The FAQs refer to several documents and processes which HAP and People In Aid will separately communicate to their members. First, there will be a document setting out the relationship between the CHS and the HAP Standard and People In Aid Code, for all members and especially for those with existing certification or quality marks. Second, there will be a draft document on how an organisation can sign up and commit to the CHS as part of the CHS International Alliance. We welcome your feedback!

As we move further into the process of merging the two organisations, the boards and staff of HAP and People In Aid are working hard to ensure that we support our existing memberships and build a stronger, better future together. If you have any queries or comments about the merger and its implications, we invite you to contact the Executive Directors and their teams directly.

We would like to take this opportunity to thank all our members for their continued commitment, support and engagement during this exciting change process.

With warm regards,



Anabel Cruz
Chair, HAP Board



Willem van Eekelen
Chair, People In Aid Board