



PRIMROSE COMMUNITY HEALTH ORGANIZATION

Gift Acceptance Policy



Gift Acceptance Policy

Organizational Mission: To build healthier, self-reliant communities for Zambian children and their families through integrated health and livelihood support.

1. Purpose

This policy establishes clear guidelines for the acceptance of donations, ensuring all gifts align with the organization's mission, operational scope, and ethical standards. It serves to protect the legal, financial, and reputational integrity of the organization, its board, staff, and the communities served across Zambia.

2. General Principles

- 2.1 Mission Alignment: The organization will only accept gifts that directly or indirectly advance its core health and livelihood initiatives.
- 2.2 Donor Intent: Donor restrictions will be respected provided they do not conflict with organizational strategies, operational autonomy, or Zambian law.
- 2.3 Ethical Integrity: No gift will be accepted from entities or individuals whose values, business practices, or human rights records actively conflict with the protection and well-being of children and families.

3. Accepted Types of Donations

The organization readily accepts the following forms of contributions:

- 3.1 Cash and Digital Payments: Direct bank transfers, checks, mobile money transactions, and secure online contributions.
- 3.2 In-Kind Medical and Health Supplies: Unexpired, certified pharmaceuticals, clinical equipment, and sanitation supplies that satisfy Zambian Ministry of Health regulatory requirements.
- 3.3 Livelihood & Agricultural Inputs: Seeds, implements, farming equipment, or training materials directly usable in community self-reliance programs.
- 3.4 Professional Services: Pro bono healthcare, legal, financial, or technical expertise from qualified practitioners.

4. Prohibited and Questionable Gifts

The organization reserves the right to decline any gift. Specifically, the organization will not accept gifts that:

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- 4.1 Contain restrictions that violate Zambian labor, non-governmental organization, or constitutional laws.
 - 4.2 Create unsafe environments, child labor liabilities, or exploitative conditions for local communities.
 - 4.3 Expose the organization to severe financial risk, structural deficits, or unsustainable maintenance costs (e.g., heavily depreciated or broken industrial machinery).
 - 4.4 Originate from industries directly linked to child exploitation, illegal arms, or environmental destruction.

5. Governance and Authority

The Board of Directors holds final fiduciary and operational oversight regarding gift acceptance. Day-to-day intake of routine donations is delegated to the Executive Director. Complex gifts—such as real estate, corporate sponsorships with multi-year marketing stipulations, or high-value restricted equipment—require formal review by the Gift Acceptance Committee prior to confirmation.

6. Documentation and Compliance

All donations will be transparently documented, and official receipts will be issued for donor tax compliance and organizational auditing. The organization does not provide legal, financial, or tax-appraisal advice to donors; valuations for non-cash assets remain the sole responsibility of the contributor.

**This Document was adopted and approved by the Board of Directors at
a Board Meeting held on 20th December, 2025**

Witness by;



**Board Chairperson
Mwangala Namushi**

20th December, 2025



**Board Secretary
Kenan Ng'ambi**

20th December, 2025