



Fundraising Ethics, Safeguarding & Compliance Policy

Operational Standards for Charity & Third-Sector Event Partnerships

1. Purpose & Core Values

JTL Events Management Ltd ("we", "our", or "us") provides event management and operational support services to non-profit, charitable, and third-sector organizations. We recognize that charities operate under high public scrutiny and strict legal frameworks.

This policy outlines our commitment to ethical business practices, adherence to fundraising standards, donor protection, and safeguarding principles when delivering services on behalf of client charities.

2. Commitment to Fundraising Standards & Donor Ethics

When coordinating events, managing registrations, or handling donor communications, JTL Events Management Ltd commits to upholding the principles of the UK Code of Fundraising Practice:

- **Honesty & Openness:** All event materials, ticket pricing, and fundraising descriptions generated by us will present a transparent and accurate account of the charity's mission and event purpose.
- **Protecting Vulnerable Donors:** We maintain a zero-tolerance policy for high-pressure or coercive sales/fundraising tactics. We respect donor dignity and take all reasonable steps to protect individuals who may be in vulnerable circumstances.
- **Financial Integrity:** Where event ticket sales or donations are processed via our systems (e.g., website checkouts or HubSpot integrations), funds are accounted for with full financial auditability and transferred to the client charity without unauthorized deductions.

3. Safeguarding Statement & Protocol

While JTL Events Management Ltd operates as a Limited Company and does not directly provide care or direct supervision services, we frequently manage events attended by children, young people, and adults at risk.

- **Alignment with Client Safeguarding Lead:** For every client event, we explicitly identify and operate under the host charity's designated Safeguarding Lead (DSL) and safeguarding policies.
- **Reporting & Escalation Protocol:** If a safety, abuse, or welfare concern is identified during an event or through attendee CRM communications, JTL Events Management Ltd will immediately report the matter to the client charity's DSL and document the occurrence accurately.
- **Vetting & Background Checks:** JTL Events commits to undertaking up-to-date background checks (e.g., Enhanced DBS check) where required for live event delivery.
- **Event Risk Assessments:** Physical and virtual event setups managed by us prioritize delegate safety, accessibility, emergency exits, and venue compliance.

4. Ethical Data Governance & CRM Use

Handling charity donor and event delegate data within our HubSpot CRM or event software carries a duty of care:

- **Strict Purpose Limitation:** Donor and delegate databases managed on behalf of a charity remain the exclusive property of that charity. Contact records are never cross-marketed, sold, or reused for other client accounts.
- **Data Confidentiality:** All charity database records are treated with strict professional confidentiality and protected in accordance with our Internal Security Policy.

5. Sustainability & Supplier Integrity

We strive to align event operations with broader social responsibility standards:

- **Ethical Procurement:** We prioritize venue and catering suppliers that demonstrate sustainability, fair wages, accessible facilities, and ethical business practices.
- **Zero Tolerance:** We maintain a zero-tolerance stance against fraud, bribery, modern slavery, or discrimination of any kind.

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6. Document Control & Review Schedule

Parameter	Details
Document Title	Fundraising, Ethics and Safeguarding Policy
Owner / Responsible Person	Janine Tompkins, Director
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