Sponsorships and Donations Protocol

1. COMMENCEMENT DATE

This policy commences on 1st day of May 2006.

2. RELEVANT FACTORS

The AIJA accepts sponsorships and donations. Sponsorships and donations shall be transparent and the names of donors (both past and present) shall be recorded and shall be readily ascertainable at all times.

In determining whether to accept sponsorships and donations, the AIJA shall take into account the following factors:

- preservation of the reputation of the AIJA and its members;
- whether sponsorship monies or donations arise from activities inconsistent with the reputation of the AIJA and its members;
- whether the acceptance of sponsorships and donations could result in the disqualification of a Board or Council member from the hearing of a case;
- whether a sponsorship or donation may cause embarrassment to a Board or Council member or place a member in breach of principles of conduct or codes of conduct binding her or him in the performance of her or his office occupation or profession;
- whether the sponsorship or donation might affect the integrity or perceptions about the integrity of an AIJA activity.

3. ELIGIBLE SPONSORS/DONORS

The AIJA may accept sponsorships or donations from individuals, governments, institutions, statutory bodies, firms and other entities whose objectives and activities are compatible with the AIJA's purpose of promoting excellence in the administration of justice throughout Australia, Papua New Guinea and the surrounding region or an interest which is.

4. INELIGIBLE SPONSORS/DONORS

The AIJA shall not be sponsored by or accept donations from political parties and organizations, companies or entities involved in issues which have attracted or are likely to attract legal controversy or bring the name of the AIJA into disrepute or public controversy.

5. SPONSORSHIP CATEGORIES

The AIJA may accept sponsorships or donations for the purpose of aiding and advancing the objectives of the AIJA, including through:

- orations and lectures;
- annual conferences;
- other conferences, seminars, workshops and symposia;
- reports, research papers, newsletters, and other publications;
- attendance by speakers or delegates at AIJA events;
- AIJA programs and projects;
- such other activities of the AIJA as may be considered suitable for sponsorships or donations.

6. LOGOS, ETC.

6.1 The AIJA may authorise sponsors' logos, trademarks, mission statements, slogans or other identifying material to appear on such collateral or property of the AIJA as may be considered a suitable vehicle for the display of a sponsor's identifying material.

6.2 Persons entering into sponsorship agreements shall be named as "sponsors". They shall not be described as "partners".

7. THE ROLE OF THE BOARD

Subject to paragraph 8 of this Protocol, the Board is to make all decisions in connection with sponsorships and donations, including (but not limited to) the:

- acceptance and rejection of sponsorships and donations;
- manner in which sponsorships are to take effect.

8. NOTIFICATION OF SPONSORSHIPS & REGISTER

8.1 Before a sponsorship is accepted, Council members shall be notified of the proposed sponsorship by the secretariat by e-mail. The notification will include brief details of the proposed sponsorship, including the name of the sponsor, the amount to be paid under the sponsorship and the type of sponsorship.

8.2 Council members shall have three working days from the date on which the e-mail is sent to notify the secretariat of any concerns in connection with the proposed sponsorship. All objections or concerns shall be communicated to the Board. The Board shall consider all concerns before deciding whether to accept the sponsorship.

8.3 Council members shall be promptly notified by e-mail of the acceptance of sponsorships.

8.4 The secretariat shall maintain a register of sponsorships and donations. The register shall contain, in alphabetical order, the names of all sponsors/donors and brief details of their sponsorships/donations. Donations made subject to a condition of anonymity shall be entered into the register accordingly, with a notation to be placed next to the name of the donor – "made on condition of anonymity".

8.5 Brief details of all sponsorships/donations shall appear as an item on the agenda for the Council meeting following the sponsorship/donation. The identity of the donor shall not be disclosed if the donation has been made on condition of anonymity.

This Protocol was reviewed and approved by the Board on 7 June 2025.