



## SGSS08 Affiliates Policy

### Introduction

The charity SGSS is committed to providing high-quality services and activities. This policy has been implemented to ensure that those who wish to affiliate with the Gurdwara adhere to their expectations and requirements. This document is an overview of when works (or seva) are offered to the Sangat.

The Gurdwara offers its affiliates (where appropriate) resources such as physical space.

### Eligibility of Affiliation

The Gurdwara will only affiliate with individuals/ groups/ clubs who offer to preserve the ideology of the Gurdwara, promote Sikhi, its cultural and spiritual heritage, and the principles of the Sikhism. Individuals or clubs seeking to affiliate with the Gurdwara are required to submit a proposal which must be submitted to the General Secretary [khalsa@sgss.org](mailto:khalsa@sgss.org) who will review the proposal and seek approval of the Executive Committee if required.

### Renewal of Affiliation

The affiliate is required to renew their attestation every year and provide:

- Provide evidence of all DBS checks of those individuals who will be involved in delivering the service(s).
- Where applicable any other certifications (e.g., insurance).
- Provide any requested risk assessments (safeguarding, H&S).
- All relevant details of those parcharaks/instructors/teachers/facilitators who will run the sessions.

On an annual basis, or more frequent if required, the office of the General Secretary will perform a performance review on the affiliate to ensure that they are adhering to the Gurdwara's expectations and requirements.

### Termination of Affiliation

The Committee representing the Gurdwara can terminate an affiliation at any time, should the Committee believe that the affiliate is operating outside its expectations and requirements and/or if the relationship is no longer viable, i.e. if the actions of the affiliate are putting the Sangat and Gurdwara at risk. Upon termination the affiliate must return all resources back to the Gurdwara.

Your affiliation is not accepted or confirmed until approved in writing by the General Secretary



## Appendix I

### Affiliation Proposal

<b><i>Full Name of Affiliate</i></b>	
<b><i>Activity description</i></b>	
<b><i>Is there a demand for this activity? Explain</i></b>	
<b><i>How will the Sangat benefit?</i></b>	
<b><i>What will you need from the Gurdwara?</i></b>	
<b><i>Do you have all the mandatory requirements in place, eg DBS checks, Insurance certificates, etc</i></b>	



**Annual Attestation**

I, ..... (insert name), on behalf of  
..... (affiliation's name), confirm  
that the following requirements are being adhered to:

- ✓ The activity being performed by the affiliate offers to preserve (tick as appropriate)
  - ☐ The ideology of the Guru
  - ☐ Promote Sikhi
  - ☐ Its cultural and spiritual heritage
  - ☐ The principles of the Dharam.
- ✓ DBS checks have been performed on all key individuals and where applicable certifications are in place.
- ✓ If applicable, physical space provided by the Gurdwara is kept clean and tidy. No alterations or maintenance work is to be performed without the Committee's explicit approval.
  - If Main Darbar is used, use of extensive decorations is prohibited.  
Dimming of the lights is strongly discouraged.
  - Kirtan and Katha MUST be performed from the stage.
  - Simran can be performed from floor without relocating the mics, harmonium or table.
  - Talks must be given from the Podium.
- ✓ If applicable, any purchases are in line with the agreed Funding provided by the Committee. All receipts and invoices must be maintained and provided to the Committee in a timely manner.

I accept that the Committee can terminate this affiliation at any time.

Signed .....

Name .....

Date .....