

2025-01-12

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Re: Renewal of the certificate of Dan Church Aid against the CHS, according to the CHS Independent Verification Scheme

It is with great pleasure that I am writing to inform you that after a review of the audit report, HQAI has renewed Dan Church Aid's certificate of conformity with the Core Humanitarian Standard on Quality and Accountability (CHS). Congratulations to you and your colleagues on this achievement!

Let me draw your attention to the following points:

Certificate validity	<ul style="list-style-type: none"> <li>The validity of the certificate runs until <b>2028/01/12</b> provided that all steps described in HQAI policy for third party quality assurance, POL114 (which can be found in your cloud system Guidance folder) are followed. Particular attention should be paid to the requirements for annual surveillance audits and the timely closure of corrective actions requests (CAR).</li> </ul>
Surveillance audits arrangements	<ul style="list-style-type: none"> <li>The preparation of the surveillance audits (maintenance and renewal audits) should commence around 6 months in advance of the audit starting. If this timeframe is not respected, we cannot guarantee that the audit will be concluded on time.</li> </ul>
Maintenance audits	<ul style="list-style-type: none"> <li>Maintenance audits assess progress made to address open CARs within their designated timeframes ; review the use of claims, marks and/or any other reference to certification by the organisation; ensure that no significant risks to an organisation's ability to comply with the reference standard have emerged since the last audit.</li> <li>In addition to the above, the second maintenance audit will define the scope and recommend an appropriate risk-based approach for the renewal audit.</li> </ul>
Renewal of the certificate	<ul style="list-style-type: none"> <li>Three years after the initial certification date, the certificate will expire unless Dan Church Aid applies for its renewal.</li> </ul>
Bridges between HQAI services	<ul style="list-style-type: none"> <li>If Dan Church Aid would like to transfer from the Certification scheme to the Independent Verification scheme, this should be communicated in writing accompanied by a work-plan for continuous improvement in the application of the CHS within: <ul style="list-style-type: none"> <li>- three months after the initial audit decision;</li> <li>- or two weeks after the issuance of the first draft of the renewal audit report.</li> </ul> </li> </ul>

Notice of changes	<ul style="list-style-type: none"><li>• Dan Church Aid must inform HQAI, without delays, of matters that may affect the capability of the management system to continue to fulfil the requirements of the CHS, including any change in the legal status, or the scope of operations or major changes to the governance, management system and processes. Omission to do it can lead to a suspension or withdrawal of the certificate.</li></ul>
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Please note that Dan Church Aid accepts the above conditions by using the Certification mark provided by HQAI.

You will receive by electronic mail:

- a signed copy of the certificate (pdf);
- a copy of the certification mark;
- a copy of the POL103 - Claims policy, which describes the correct use of HQAI certification mark and the claims that an organisation can make when in a process of certification;
- a copy of GUI203 - Communication and Media Advisory for Certification, which introduces suggestions how to share your achievement with your network.

You can refer to the cloud system Guidance folder to which you have access for further information on next steps.

It was a pleasure for us to work with you on this audit. We look forward to future cooperation. Please do not hesitate to let us know if you have any questions.

Yours sincerely,



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