



Sri Guru Singh Sabha Southall ('the Sabha') Affiliates Policy

1. Introduction

The Sabha works with a variety of individuals/ groups/ clubs to offer the Sangat a variety of opportunities to participate in extracurricular activities.

The Sabha offers its affiliates (where appropriate) resources such as, physical space and funding.

This policy has been implemented to ensure that those who wish to affiliate with the Sabha adhere to the Sabha's expectations and requirements.

2. Eligibility of Affiliation

The Sabha will only affiliate with individuals/ groups/ clubs who offer to preserve the ideology of the Sabha, promote Sikhi, its cultural and spiritual heritage, and the principles of the Dharam.

Individuals or clubs seeking to affiliate with the Sabha are required to submit a proposal using the template provided in Appendix 1.

The proposal must be submitted to the General Secretary gensec@sgsss.org who will review the proposal and seek approval of the Executive Committee if required.

3. Affiliation renewal

On an annual basis, each affiliate is required to:

- Sign an attestation form (refer to Appendix 2).
- Provide evidence of all DBS checks of those individuals who will be involved in delivering any programs at any of the Sabha sites, and where applicable any other certifications (e.g., insurance).
- Provide any requested risk assessments (safeguarding, H&S)
- All requested details of those pancharaks/instructors/teachers/facilitators who will run any sessions/classes at the Sabha.

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 Sabha's expectations and requirements and to discuss any concerns or risks.



4. Termination of affiliation

The Committee representing the Sabha can terminate an affiliation at any time., Should the Committee believe that the affiliate is operating outside of the Sabha's expectations and requirements and/or the relationship is no longer viable for the Sabha and/ or Sangat i.e., if the actions of the affiliate are putting the Sangat and Sabha at risk, the Sabha can terminate the affiliation.

Upon termination the affiliate must return all resources back to the Sabha.

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



Appendix 1 – Affiliation Proposal

Full Name of Affiliate	
Short description of activity/ club	
Is there demand for this activity/ club? Please explain.	
How will the Sangat benefit from this activity/ club?	
What do you need from the Sabha? E.g., physical space, funding, promotion?	
If applicable, do you have all the required checks and certifications in place (DBS, insurance etc)? Evidence of this is mandatory.	



Appendix 2 – Annual Attestation

I, _____ [insert name], on behalf
of _____ [affiliations name], confirm that the
following requirements are being adhered to:

- The activity being performed by the affiliate offers to preserve (one of the following) the ideology of the Guru, promote Sikhi, its cultural and spiritual heritage, and 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 Sabha is kept clean and tidy. No alterations or maintenance work is to be performed without the Committees explicit approval.
- 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.
- You agree to abide by the Sabha's Marketing & Social Media policy which can be read at: **www.sgsss.org/marketingpolicy**

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

Signed _____

Date: _____