



Policy No: 2.5
Category: Public Engagement
Last Board Revision Date: 02/07/2026
Revision No.: 3
Next Board Review Date: 02/07/2029

Transparency Policy

Purpose

Outlines Mary MacKillop Today's commitment to transparency.

Additional Authority: ACFID.

Scope: All Representatives.

Responsible Party: CEO.

Definitions

Representative

Any person acting on behalf or under the name of Mary MacKillop Today including employees, Board Members, volunteers, contractors, consultants, and partners.

Commitment

Mary MacKillop Today is committed to transparency in our work and to being accountable to our stakeholders and the broader community. We are dedicated to providing timely, relevant and accurate information in a clear and accessible format.

Policy

Financial Management

Mary MacKillop Today is committed to transparency and integrity in its financial management (see 6.2 Financial Management Policy). This commitment is demonstrated through the external auditing of Mary MacKillop Today's finances by a registered company auditor. The resulting annual financial report (including the Auditors Report) is approved by the Board, tabled to Members at Mary MacKillop Today's Annual General Meeting, and is made available to all stakeholders via Mary MacKillop Today's website.

Governance Structure

Mary MacKillop Today shares information about its governance structure, legal status and organisational purpose on its website.

Descriptions of significant programs, research and reports

Mary MacKillop Today will disseminate information on results and lessons learned to all stakeholders, including primary stakeholders, partners and donors in accordance with the Communications Policy (2.1).



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Partnerships

Mary MacKillop Today shares information about its formal partnerships with other organisations on its website.

Organisational policies

Mary MacKillop Today shares organisational policies relevant to external stakeholders on its website.

Procedure

How to make a request for information

A request for information may be submitted through any of the following methods:

- hello@marymackilloptoday.org.au
- phone us on +61 2 8912 2777,
- mail us a letter to PO Box 1646 North Sydney 2059 Australia, or
- contact our local office or partner.

How to respond to requests for information

1. Acknowledge receipt of the request for information. This can be done via email notification.
2. Confirm that the requested information is on the approved list for distribution.
3. Collate the relevant information and provide it to the requester in a timely manner.

Linked Policies

- 2.1 Communication Policy
- 3.8 Risk Management Policy
- 5.7 Code of Conduct Policy
- 6.2 Financial Management Policy

Linked Documents

- N/A

Linked Legislation and Standards

- N/A