

Certification for Youth Exchange embodies all the measures which Rotary International requires districts to have in place if they wish to take part in the Youth Exchange programme. In short a district must have a Child Protection policy in place which covers all the requirements as well as General Liability Insurance.

Districts work hard to achieve the requirements and those which do so may exchange students in both directions. Where a country's situation makes it impossible for it to comply with all the conditions it may apply to do one way exchanges so that it may send students out but may not receive them.

The list given in *Uncertified and Non-Participating Districts* which features in the *RI Youth Exchange Officers' Directory* reduces every year as more and more countries work hard to be accepted on to this very popular programme. Generally districts listed are there because of their political or domestic situation is detrimental to the safety of children.

Certified Districts which attempt to arrange exchanges with Non-Certified districts will forfeit their Certification status.

Certification Renewal

The status of a Certified district is renewed every year on May when the incoming District Governor and the District Youth Exchange Officer each receive the **Certification Renewal Document & Form** from RI (a copy of which is available in *PM1: Miscellaneous Publications*). Both of them sign one copy of the Renewal Form and return it to the Youth Exchange Office at Rotary International. The document which accompanies the form gives all the measures in detail. There may be small changes from year to year but the requirements are broadly unchanged.

Recertification

Approximately every five or six years, on a rolling programme, every certified district goes through the process of Recertification which is a review by RI to ensure that the district is continuing to meet certification requirements. The check is not only about districts compliance – it is also about whether the documentation upon which the knowledge and practice are based is up to date, reliable and addresses every issue – and most important is accessible to the practitioners regardless of any changes of personnel involved.

RIBI districts undergo Recertification simultaneously. The process for them begins separately and then converges to a single Multidistrict response.

The Recertification Process has three stages:

1. Districts are each sent the Certification document, rewritten as a series of tick boxes, and are asked to tick to indicate their compliance or their willingness to comply point by point with each of the listed measures.

Districts are also asked to confirm that they are signed up to a recognised Child Protection policy and that they have General Liability Insurance.

2. Districts are then required to show evidence point by point of the documentation upon which they rely in order to conform with the measures.

3. In the ensuing months the RI Recertification team then selects at random a handful of districts on the annual global list for an in depth inspection.

Once this is done the DG and the DYEO are sent the documentation to complete the Certification Renewal process.

RIBIDYEA and Recertification

Districts in RIBI were given notice of Recertification in early 2014 with a view to its completion by September 2014.

Stage 1. They each complied with the box ticking exercise. They each signed and returned to RI a document indicating that they each had RIBI General Liability Insurance and were signed up to the RIBI Protection Policy 2007 (which had been accepted by RI as a suitable policy when Certification first came in and which was still in place in 2014).

At Stage 2, RI recognised that probing each RIBI District would elicit identical responses because of the common policies and documentation which arise from the comprehensive coverage of the Manual, and so the Chairman of RIBIDYEA was asked to act on behalf of the whole multidistrict.

There then followed a protracted process of producing and checking and supplementing the documentation, during the course of which RIBI confused the issue by overhauling and replacing the Protection Policy. The result was to extend the Recertification exercise by about a year, finishing in August 2015. During the delay the districts continued as though they had renewed Certification

Stage 3. One district per continent is selected each year and RIBI has yet to be chosen. The tendency is to choose districts with large LTEP programmes.

There is now RI and RIBI recognition of the completeness of the documentation in the Manual. [Appendix G Guidance Policy 2015](#), a section of the [RIBI Safeguarding Policy \(Children\) 2015](#) carries Manual references to support different aspects as they relate to Youth Exchange and in this section of the Manual itself is [CP2: Certification Checklist – RIBIDYEA Compliance](#). This references the documents upon which RIBI relies to conform to Stage 2. This gives a guideline to DYEOs as to what they are supposed to be doing and should enable the Recertification process to move considerably faster in future.