



EMPLOYEE VOLUNTEERING ACCREDITATION

The world's first quality standard for employee volunteering



INTRODUCTION

World's first employee volunteering quality standard

For the very first time, there is a dedicated quality standard for a business activity undertaken globally. The standard enforces and raises good practice in employee volunteering and ensures community impact focus and alignment to business goals.

For businesses committed to employee volunteering who want to demonstrate to their staff, potential talent, partners, clients, investors and stakeholders they walk the talk regarding ESG, CSR and social impact.

BUSINESS BENEFITS



Talent acquisition

EVA accreditation is an independent badge to show potential employees that the company has a good employee volunteering (EV) programme, demonstrating it is a good company that cares about the world and actively engages its employees. Lots of studies have shown that Gen X assign a greater importance on this issue compared to the highest salary offered.

EV effectiveness

The accreditation process helps focus a business to maximise the effectiveness of their EV programme(s), delivering impact for the organisation, its employees and the community/environment.

Social Responsibility/ESG

EVA accreditations helps demonstrate your company's commitment and action for CSR/ESG.

Talent retention

Employee engagement and demonstrating that you are a 'good company' in the world are important factors in retaining talented staff that can give your business a competitive advantage. Reducing staff turnover creates large financial benefits.

Reputation/Brand

EVA accreditation helps improve your reputation and brand perception with current and potential clients, suppliers, stakeholders, etc.

EVA OVERVIEW

World's first employee volunteering quality standard

- Independent, robust & flexible assessment
- Accreditation lasts for 3 years
- Allows for varying situations/circumstances
- 3 accreditation levels catering for employers with different level of employee volunteering experience and resources
- Carry it out at your own pace
- Supported by dedicated Account Manager throughout
- Value for money, not-for-profit costs
- Holders awarded digital badge and certificate



3 LEVELS OF ACCREDITATION

To recognise employers with different levels of employee volunteering (EV) experience and resources, there are 3 levels of EVA that can be achieved:

EVA

The standard for businesses who have an EV programme and demonstrate good practice.

EVA Advanced

For EV programmes that demonstrate good practice as well as being embedded into business and social responsibility goals, corporate values.

EVA Trailblazer

For EV programmes that go above advanced level, demonstrating that they are leaders in addressing social priorities by meeting the changing and dynamic goals of the community and the world (e.g. SDGs).

A FLEXIBLE APPROACH

Evidence approach

EVA is not prescriptive and we do not use a one size fits all approach. We work with what you have, not what we tell you to have.

Dedicated support

You will be supported throughout the process by someone who understands employee volunteering & will advise/support.

Flexible

Range of evidence acceptable to take into account different models of practice.



5 AREAS OF EVA QUALITY STANDARD



Employers will provide evidence to meet the following EVA quality standard areas:

- 1) Practice and experience** - EV policies and procedures, take up and useage, the employee experience of volunteering
- 2) Impact** - The difference the volunteering makes externally and internally
- 3) Goals and values** - How your EV programme aligns with your business goals and values
- 4) Social priorities** - how volunteering supports social priorities locally, regionally, globally.
- 5) The future** - What are you plans and objectives for your EV programme

ROBUST PROCESS

Dedicated Account Manager

You will have an experienced & dedicated Account Manager to support you through the process.

Independent Assessor

Will see anonymised evidence wherever possible.

Independent Moderator

Will review assessment to ensure fair and true outcome.

Assessment Results

Pass, Near Pass or Fail.

PROCESS STEPS



1

Employers register interest via email or telephone and are sent a short online questionnaire. Works4U will carry out due diligence and send more detailed information on the areas of the EVA quality standard. No financial commitment needed at this stage.

2

After reviewing detailed information (including informal discussion with Works4U about evidence requirements) an organisation then confirms they wish to proceed and are invoiced 80% of the accreditation cost.

3

Supported by our dedicated Account Manager (AM), the organisation gathers evidence to meet the areas of the standard. Organisation provided with own secure folder to upload evidence. Organisation informs AM when ready to be assessed.

4

Assessment of evidence carried out by independent assessor. All assessments reviewed by independent moderator. Result communicated to organisation and invoice for remaining 20% sent to organisation. Accreditation lasts for 3 years.

5

For 'Near Pass' results, the AM will support organisation to provide additional evidence, if possible, to achieve a pass. No extra cost for this additional evidence to be assessed.

BUDGET

APRIL 2025

Works4U is a not-for-profit social enterprise and all fees support the running and management of this accreditation as well as the costs of independent assessment and moderation.

Costs below cover the full 3 years of the accreditation and are based on number of UK employees as this level impacts the amount of supporting evidence to be assessed.

Up to 999 employees:
£4,000

1,000 - 10,000 employees:
£5,500

10,000 + employees:
£7,000

No VAT to be paid. Works4U is a not-for-profit operating below the VAT threshold.





FAQ



1 HOW LONG DOES IT TAKE?

We estimate that it will take between 2-4 months to prepare the evidence for the different areas of the standard and go through the independent assessment and moderation process.

For organisations with more resources it may be quicker and for others with limited capacity it may take longer.

There is no deadline or fixed timeline for carrying out this accreditation. We work to your schedule, not you working to ours.

2 HOW IS EVIDENCE SUBMITTED?



All organisations going through the accreditation process will have the option of their own secure private space, provided by Works4U, to upload documents and relevant evidence or, if they prefer, use their own platform and securely share with EVA account managers and independent assessors and moderators.

Your account manager will advise and support you with the evidence submission. Our approach is for you to provide evidence, in whatever form, that you have rather than to prescribe how the evidence should look. Your account manager* will advise and support you with the evidence submission.

Each area of the standard will have its own folder and a simple spreadsheet to complete of documents submitted.

*Your Account Manager is not involved in the independent assessment process but is an important part of maintaining the consistency of the quality standard.

3 WHAT RESOURCES DO WE NEED?



To go through the accreditation process you will need to:

- Appoint main contact or lead from your organisation
- Person(s) to coordinate the collection and uploading of evidence against the different areas of the standard. Note: there is not a deadline or fixed timeline for submitting evidence, it will be done at your own pace but it is advisable to aim for a deadline with your account manager.
- Communicate to your staff that this process is underway and that they may be engaged as part of the assessment, e.g. survey and short interviews (10-15mins) or to help assist in provision of evidence
- Positive and learning approach - the accreditation process will recognise what you are doing well as well as highlighting any areas of potential improvement

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IS ACCREDITATION LIMITED TO A GEOGRAPHICAL AREA?



This initial phase of EVA accreditation is focused on **employee volunteering programmes operating in the United Kingdom**. Therefore, if you are an international organisation with employees carrying out volunteering in different countries, this accreditation will cover just the volunteering taking place in the UK.

For employers looking for accreditation covering a wider territory, e.g. EMEA or Global, then please [get in touch](#) to discuss.

5 OUR EV PROGRAMME IS NEW, ARE WE ELIGIBLE?



To get the standard level of EVA accreditation you will need to provide evidence to meet the different areas of the standard.

If your EV programme has been going for less than 2 years then you may struggle to provide sufficient evidence. However, the standard part of the process, before any commitment is made to carry out the accreditation, is to complete our due diligence questionnaire and have an informal chat with us to see if you are a good candidate to proceed or not.

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HOW DOES EVA ASSESSMENT WORK?



All evidence submitted is assessed by an Independent Assessor* against the requirements and criteria for the areas of the EVA quality standard. Every assessment is then independently moderated by a Moderator to check a fair and accurate Assessment result.

Organisations receiving a PASS, PASS ADVANCED or PASS TRAILBLAZER will be awarded as such as an accredited EVA holder.

A NEAR PASS result will receive support from the Account Manager to provide additional evidence, if possible, to achieve a pass. No extra cost for this additional evidence to be assessed.

The independent Assessors and Moderators will be experienced in employee volunteering and will remain anonymous to the organisation going through the standard. All appointed and trusted Assessors and Moderators sign a confidentiality agreement.

*Works4U will provide dedicated Account Managers but are not involved in the assessment or moderation process. This ensures a fair, independent and robust assessment.

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WHAT DO WE GET WHEN WE PASS?



Achieving the quality standard will enable you to use the EVA quality standard kitemark, for a period of three years (from the date of accreditation), on your website and any other documentation you feel appropriate to support your work and operations.

You will also receive a digital certificate of your accreditation.

If you want to arrange a photo presentation of your award by Works4U then please let us know and we should be able to accomodate. We can also provide quotes for any media releases or internal communications you wish to make.





ABOUT WORKS4U



Works4U is an internationally recognised and award winning not-for-profit social enterprise that specialises in employee volunteering. It was formed in 2009 in Hammersmith and has grown to lead the UK in employee volunteering:

- Set up and chairs Employer Supported Volunteering Network which aims to share information, best practice tools to improve level and impact of employee volunteering
- Pioneering volunteering research: [UK Employee Volunteering 2022-23 Report](#), [London Vision for Volunteering](#), [What if everyone stopped volunteering?](#) UK Report



It also manages the Lead Volunteering Organisation (LVO) quality standard for volunteer infrastructure organisations within the voluntary and community sector.



GET IN TOUCH

If you want to begin the process (no financial commitment needed for Step 1) or want to get in touch to find out more and see if EVA is relevant for you, please get in touch.

Begin process and general enquiries: enquiries@works-4u.com

More information & informal discussion:
Dominic Pinkney: dominic@works-4u.com

