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ജനതീപതി செயலகம்
THE PRESIDENTIAL SECRETARIAT

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Your No. }

කොළඹ 1.
கொழும்பு 1.
Colombo 1.

Circular No.RAD/99/01

26th February, 1999

Secretaries to the Ministries
Chief Secretaries
District Secretaries/Govt. Agents
Heads of Departments

REGISTRATION OF VOLUNTARY SOCIAL SERVICES
ORGANIZATIONS/NON GOVERNMENTAL ORGANIZATIONS

There are number of voluntary social services organizations/Non Governmental Organizations operating in Sri Lanka making useful contributions towards development, relief, rehabilitation and related activities.


2. At present, these organisations are registered at different institutions under various laws and as a result it has become difficult to obtain information on their activities. Therefore, it has become necessary to re-register all these organisations under one institution, in order to keep proper records of the work done by them, for better co-ordination and co-operation between the Government and these voluntary social services organizations/Non Governmental Organisations.

3. In view of the above the government has decided to re-register the following voluntary social services organizations:

- i. All international and national level foreign funded voluntary social services Organizations /Non Governmental Organisations (NGOO) will be re-registered with the clearance from the Ministries of Defence, Foreign Affairs, Plan Implementation and the respective line Ministry at the National Secretariat for Non Governmental Organizations under Ministry of Social Services.
 - ii. All such organizations should forward proposed action plans when applying for re-registration, indicating type of activities, operational locality/ies, target groups, number of employees, source/s of funding, annual expenditure, amounts of money which will be brought into the country annually etc. in the format provided by the Registrar of National Secretariat for Non Governmental Organizations in the Ministry of Social Services.
 - iii. All local voluntary social services organizations /Non Governmental Organisations(NGOO) operating in more than one Administrative District should also be re-registered at the National Secretariat for Non Governmental Organizations. They also must forward the required information for the re-registration in the format provided by the Registrar of the National Secretariat for Non Governmental Organizations.
4. At the District level (other than the NGOO registered at the National Secretariat for NGOO) the District Secretary/Government Agent will re-register all the other voluntary social services organizations/ NGOO operating within the respective District.

A District Co-ordinating Committee for NGOO shall be established in each District. This Committee will consist of following officers.

- i. District Secretary/Govt. Agent - Chairman
 - ii. Head of District Planning Secretariat - Member
 - iii. Provincial Secretary in charge of the subject
of Social Services - Member
 - iv. A representative of the Chief Secretary
of the Province - Member
 - v. A Social Services Officer
nominated by the Chief Secretary - Member
5. At the Divisional level (other than the NGOO registered by the National Secretariat for NGOO at the National level and by the District Secretary at the District Level) the Divisional Secretary will register all the NGOO operating within his Division.
6. The Registrar of Voluntary Social Services Organizations will appoint the District Co-ordination Committee in terms of the Voluntary Social Services Organizations (Registration & Supervision) act No. 31 of 1980 as amended by Act No. 08 of 1998.
- 7 Your Co-operation to make this scheme of re- registration of voluntary social services organizations /Non Governmental Organisations (NGOO) a success, will be greatly appreciated.


K. Balapatabendi
Secretary to the President