Contact Details

For more information and to seek support

Norwegian Refugee Council (NRC)
Kampala: Offices at Mengo, Nsambya, Ndejje, Kawempe, Kireka (Plavu), Salama Road (PPDRU)
Arua: Offices at Mvara Arua City along Oluko Road and ICLA access center at Water Department Offices, Arua District Local Government next to Auditor General's Office along Pajjulu Road.

Refugee Law Project (RLP)
Kampala: Office at Old Kampala, Opposite Old Kampala Primary School-Coronation Road.
Arua: Office at Water Mount Road/MUBS Avenue Nvara.

Ugandan Law Society (ULS)
Kampala: Office at Block 216 Plot 610, Buye, Wamala Road.
Arua: Office at Plot 12, Junior Quarters, Accessible Obi Crescent.

Faahfaahinta xiriirka

Wixii macluumaad dheeraad ah iyo si aad u raadsato taageero

Norwegian Refugee Council (NRC)
Kampala: Xafiisyada Mengo, Nsambya, Ndejje, Kawempe, Kireka (Plavu), Salama Road (PPDRU)
Arua: Xafiisyada Mvara Arua City ee ku teedsan Oluko Road iyo xarunta ICLA ee xafiisyada Waaxda Biyaha, Dawlada Hoose ee Degmada Arua oo ku xigta Xafiiska Hantidhawrka Guud ee ku teedsan Wadada Pajjulu.

Mashruuca Sharciga Qaxootiga (RLP)
Kampala: Xafiiska Old Kampala, Ka soo horjeeda Old Kampala Primary School-Coronation Road.
Arua: Xafiiska ku yaal Water Mount Road/MUBS Avenue Nvara.

Ururka Sharciga Uganda (ULS)
Kampala: Xafiiska ku yaal Block 216 Plot 610, Buy, Wamala Road.
Arua: Xafiiska ku yaal Plot 12, Quarters Junior, La heli karo Obi Crescent.

Khadka Caawinta FRRM 0800 32 32 32

REFUGEE LAW PROJECT

This guide is for information purposes only and is not legal advice. Readers should consult qualified legal counsel for their specific circumstances. While believed to be accurate at the time of publication, the information's accuracy and completeness cannot be guaranteed.

Hagahan waxa loogu talagalay ujeeddooyin macluumaad oo keliya mana aha talo sharci. Akhristayaashu waa inay kala tashadaan lataliye sharci oo aqoon leh xaaladahooda gaarka ah. Iyadoo la rumeysan yahay inay sax tahay waqtiga daabacaada, saxnaanta macluumaadka lama dammaanad qaadi karo.

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EN/SOM

Registering a Community Based Organisation

Know Your Rights and Responsibilities

Diiwangelinta Urur Bulshada Ku Salaysan

Ogow Xuquuqdaada iyo Waajibaadkaaga

Introduction

The Non-Governmental Organisations Act of 2016 defines a community-based organisation (CBO) as an organisation operating at the sub-county level or below to promote and advance the well-being of community members.

Key Provisions

The Act requires that all Community Based Organisations (CBOs) register with the District Non-Governmental Organisations Monitoring Committee (DNMC) of the district where they plan to operate. The Sub-County NGO Monitoring Committee (SNMC) supports the registration process.

Responsibilities

Once registered, a CBO is required to submit an annual return to SNMC, including the following documentation:

- ✓ Annual returns and a report of the audited books of accounts by a certified auditor.
- ✓ Budget, work plan, information on funds received, and the sources of those funds.
- ✓ Any other information that may be required (this could include information on funds received and sources of funds, copy of annual report and minutes of the general assembly or governing body).

Hordhac

Xeerka ururada aan dawliga ahayn ee 2016 waxa uu qeexayaa ururka beesha (CBO) inuu yahay urur ka shaqeeya heer degmo ama ka hooseeya si kor loogu qaado loona hormariyo wanaagga xubnaha bulshada.

Qodobbada Muhiimkaah

Sharcigu waxa uu farayaa in dhamaan Ururada Bulshada ku salaysan (CBOs) iska diwaan geliyaan Guddida Dabagalka Ururada Aan Dawliga Ahayn ee Degmada ay qorshaynayaan inay ka hawl galaan. Gudida Dabagalka Ururada aan Dawliga ahayn ee Gobol-hoosaadka (SNMC) waxa ay taageertaa habka diiwaangelinta.

Waajibaadka

Marka la diiwaan geliyo, CBO ayaa looga baahan yahay inay soo gudbiso ku-noqoshada sanadlaha ah ee SNMC, oo ay ku jiraan dukumeentiyada soo socda:

- ✓ Soo celinta sannadlaha ah iyo warbixinta buugaagta xisaabaadka ee la baadhay ee uu soo saaray hanti-dhawr shahaado haysta.
- ✓ Miisaaniyadda, qorshe-hawleed, xog ku saabsan dhaqaalaha la helay, iyo meelaha laga helayo lacagahaas.
- ✓ Macluumaad kasta oo kale oo loo baahan karo (taasi waxa ku jiri kara macluumaadka dhaqaalaha la helay iyo ilaha dhaqaalaha, koobiga warbixinta sannadlaha ah iyo qoraallada golaha guud ama golaha maamulka).

NRC NORWEGIAN REFUGEE COUNCIL

Application Requirements

To apply, the following documents are required:

- A copy of the Constitution of the CBO
- A recommendation from the SNMC
- A work plan and budget or strategic plan for the CBO
- A cover letter addressed to the chairperson of the DNMC seeking registration
- Proof of payment of the required fees

Shuruudaha Codsiga

Si aad u codsato, dukumentiyada soo socda ayaa loo baahan yahay:

- Nuqul ka mid ah Dastuurka CBO.
- Talo ka timid SNMC
- Qorshe shaqo iyo miisaaniyad ama qorshe istiraatijiyadeed ee CBO
- Warqad dabool ah oo ku socota guddoomiyaha DNMC ee diiwaangelinta
- Caddaynta bixinta khidmadaha loo baahan yahay

Steps to Register a CBO

The steps to register a CBO are detailed in the NGO Regulations of 2017. Follow these steps to register the CBO

1. Proceed to the SNMC with the required documentation.
2. Complete Form K - Application of Registration of a CBO.
3. Submit Form K and the required documentation.

If the requirements are met, the DNMC will issue the CBO a certificate of registration and a permit. These documents will include the CBO's name, objectives, date of registration, registration number, and geographical area of operation. The CBO must apply for a permit renewal from the DNMC when the previous permit has expired.

Costs:
Registration for a CBO requires a fee of UGX 40,000. The permit of operation costs UGX 60,000, with the same fee applicable for permit renewal.

Talaabooyinka Diiwaangelinta CBO

Tillaabooyinka lagu diiwaan gelinayo CBO waxay ku faahfaahsan yihiin Xeerarka NGO-ga ee 2017. Raac tillaabooyinkan si aad isu diiwaan geliso CBO

1. U sii gudub SNMC oo wadata dukumentiyada loo baahan yahay.

2. Buuxi Foomka K - Codsiga Diiwaangelinta Ururada Bulshada.

3. Soo gudbi foomka K iyo dukumentiyada loo baahan yahay.

Haddii shuruudaha la buuxiyo, DNMC waxay siin doontaa CBO shahaadada diiwaangelinta iyo oggolaanshaha. Dukumeentiyadan waxaa ku jiri doona magaca CBO, ujeedooyinka, taariikhda diiwaangelinta, lambarka diiwaangelinta, iyo goobta juqraafiyeed ee hawlgalka. CBO waa in ay ka codsataa cusboonaysiinta ogolaanshaha DNMC marka ogolaanshihii hore uu dhacay.

Qiimaha:
Diiwaangelinta Ururada Bulshada waxa ay u baahan tahay lacag dhan UGX 40,000. Ogolaanshaha hawlgalku wuxuu ku kacayaa UGX 60,000, oo leh lacag isku mid ah oo lagu dabaqi karo cusboonaysiinta oggolaanshaha.