



COMPLIANCE REQUIREMENTS FOR NGOS

**Law N° 058/2024 of 20/06/2024
governing non-governmental
organizations**

NATIONAL NON-GOVERNMENTAL ORGANISATIONS (NNGOs)



REQUIREMENTS FOR APPLICATION FOR A CERTIFICATE OF COMPLIANCE FOR NNGOs

An applicant for a certificate of Compliance of a national non-governmental organization submits to the Board the following:

- (a) an application letter for the certificate of Compliance;
- (b) notarized statutes drafted in Kinyarwanda and in at least one other official language in Rwanda;
- (c) notarized minutes of the meeting of the supreme organ of the national non-governmental organization indicating its approval of its statutes harmonization to the new NGO Law, its founders and members of its organs;
- (d) a letter issued by the district authorities agreeing collaboration;
- (e) particulars and copies of identity cards or passport of its legal representative, those of the deputy legal representative and members of the supreme organ;
- (f) a criminal record certificate of its legal representative and that of the deputy legal representative, indicating that they have never been definitively sentenced to the penalty of imprisonment equal to or exceeding six months;
- (g) notarized declarations of acceptance of responsibilities signed by the legal representative and the deputy legal representative;
- (h) the annual report, action plan, the budget and the source of funds;
- (i) its organizational structure;
- (j) Its Legal Personality
- (k) Minutes of the supreme governing body establishing the organization, including the attendance list.
- (l) proof of payment of a non-refundable service fee of 200,000 Rwf (Payment is done online at <https://nonfiscal.rra.gov.rw>)

- N.B:**
- For organizations that complied with Law No. 04/2012, please submit the minutes and the corresponding attendance list that were included in the original compliance application.
 - A national non-governmental organization of sports, games and sports-based entertainment, that applies for a certificate of Compliance, must also submit to the Board a collaboration letter from the Ministry responsible for sports.
 - The application will be received via email: ngoscompliance@rgb.rw

INTERNATIONAL NON-GOVERNMENTAL ORGANISATIONS (INGOs)



REQUIREMENTS FOR COMPLIANCE FOR INGOs

An International non-governmental organization submits to the Board the following:

- (a) A copy of an official document allowing the organization to operate in the country of origin and indicating other countries in which it operates around the world, if any; (attach also the previous certificate given by RGB)
- (b) Particulars (signed CVs) and copies of identity cards or passports of its legal representative and those of members of its supreme organ;
- (c) Organization bank account;
- (d) Notarized copy of statutes governing the organization;
- (e) Annual report and action plan approved by the line ministry/District;
- (f) proof of payment of a non-refundable service fee of 200,000 Rwf (Payment is done online at <https://nonfiscal.rra.gov.rw>)

N.B: • The application will be received via email: ingo@rgb.rw