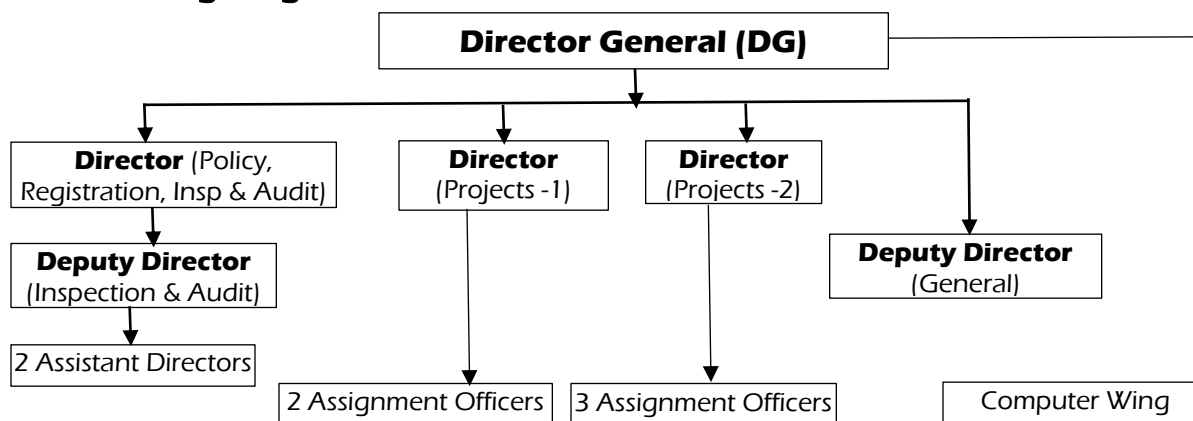


Process Map for FD6, FD7 & FC1 approval from NGO Affairs Bureau

1. About NGO Affairs Bureau (NGOAB):

It is the Bangladesh government regulatory body of NGOs with the status of department under the Prime Minister's office governed by the Foreign Donations (Voluntary Activities) Regulation Act, 2016.

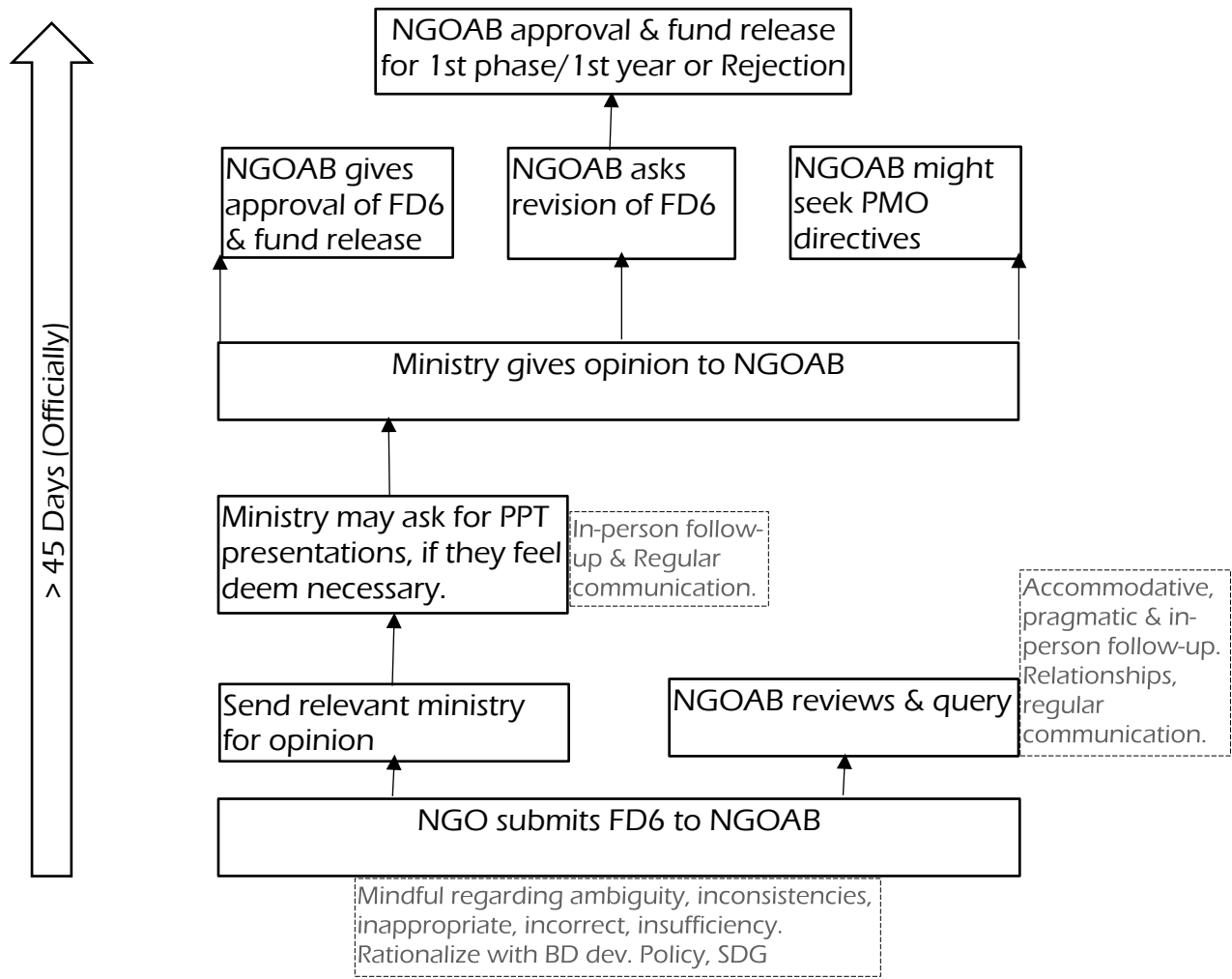
1.1. Organogram of NGOAB:



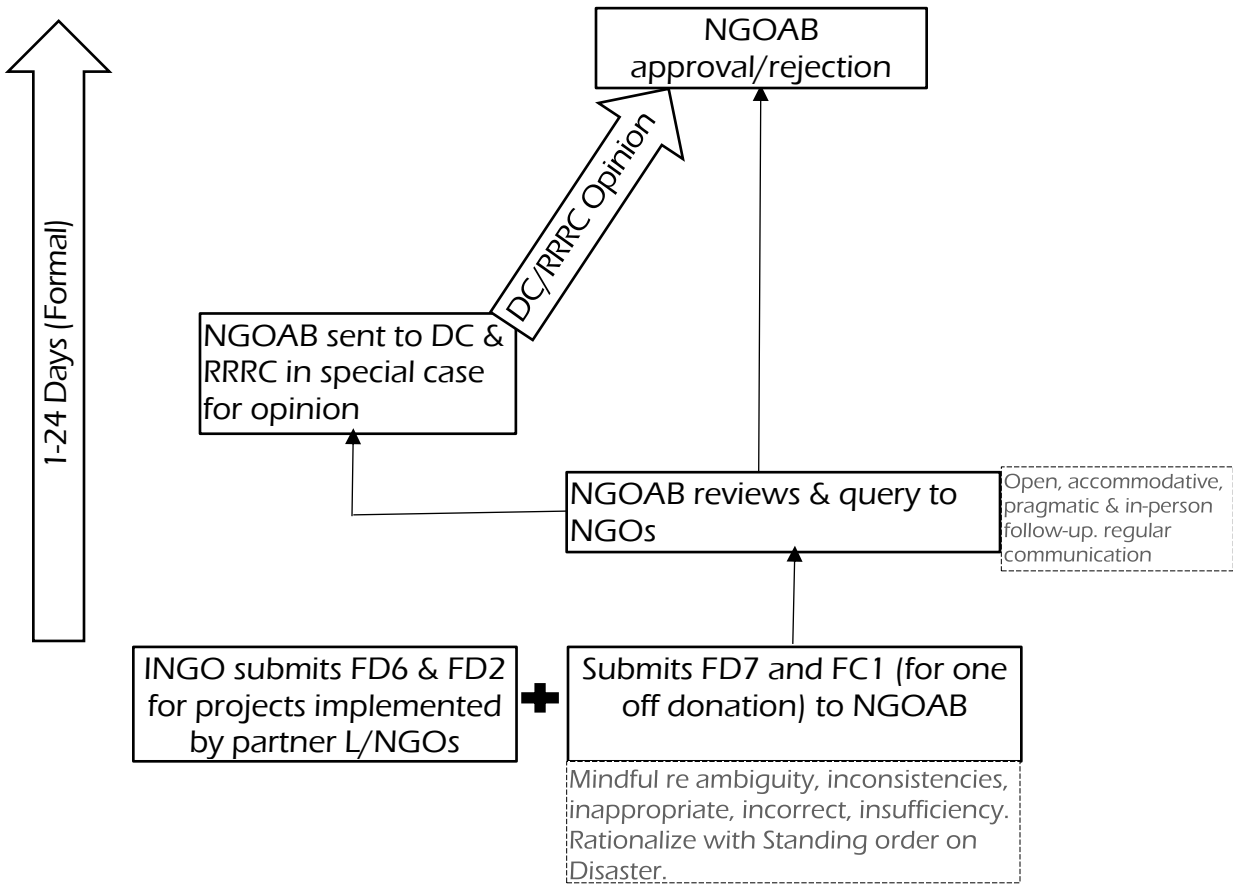
1.2. Functions of NGOAB:

Serial	Functions	Timeframe
1.	Registration of NGOs	90 Days
2.	Renewal of NGOs	60 Days
3.	Project (FD6) Approval and Fund Release	45 Days
4.	Fund release of next year (1st Phase) under multi-year project	14 Days
5.	Fund release of next year (2nd Phase) under multi-year project	14 Days
6.	Emergency Relief Project (FD7) Approval and Fund Release	24 Days
7.	Rehabilitation Project (FD6) Approval and Fund Release	21 Days
8.	One-time donation (FC1) Approval and Fund Release (for registered NGOs)	7 Days
9.	One-time donation (FC1) Approval and Fund Release (for unregistered NGOs)	75 Days
10.	Approval of revised projects (revised FD6)	30 Days
11.	Work permit of foreign staff	50 Days
12.	Extension of work permit of foreign staff	10 Days
13.	Attestation of appointment letter of arrival of foreign staff under 'N' visa	15 Days

2. Process map for FD6 approval and fund release for 1st phase (Dev/Host projects < 5 years) from NGOAB:

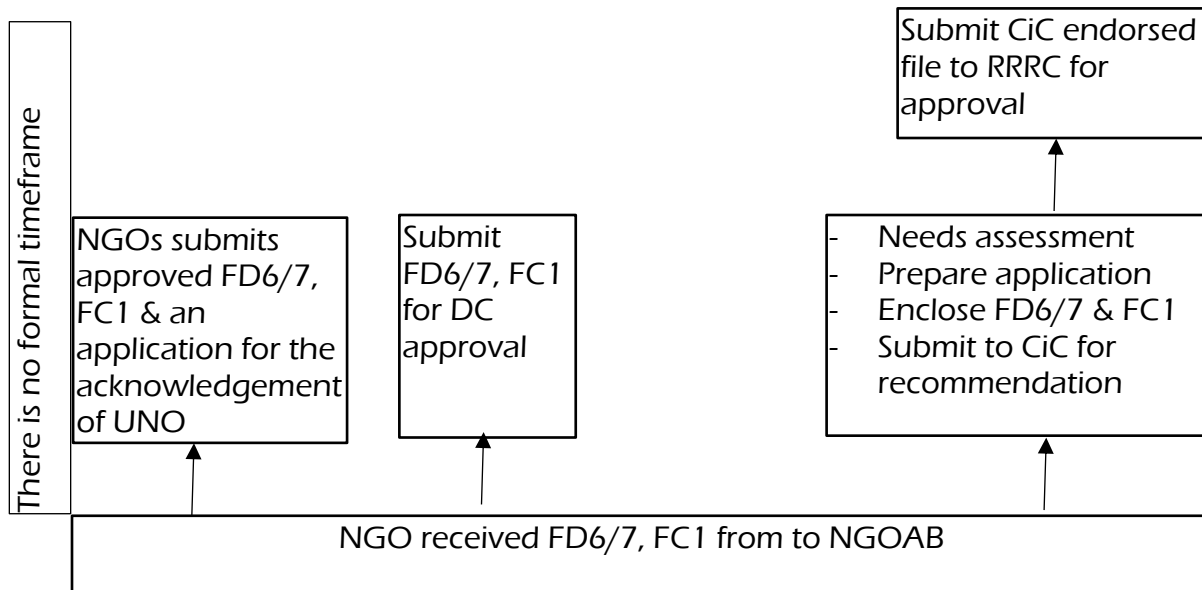


3. Process map for FD7 approval (Emergency/Rohingya projects) from NGOAB:



4. Process map for FD6/7, FC1 submission to local administration in Cox's Bazar Camp Situation:

As per Article 10 (5) of *the Foreign Donations (Voluntary Activities) Regulation Act 2016*, on behalf of the NGOAB, the DC and in appropriate cases the UNO shall review voluntary activities undertaken by the NGOs and their progress through monthly coordination meetings. And article 3 of NGOAB circular dated on 22 March 2022 instructed all NGOs to ensure submission of FD6, FD7 & FC1 to DC and UNO before starting implementation of the approved project. Article 6 of the circular also stated that it is the responsibility of the implementing organization to avoid all sorts of duplications.



5. Process map for project completion certificate from local administration:

