



In order to officially register an NGO, a minimum of six members is required. If the group is small, it is advisable that those involved advertise their cause to seek additional members. A steering Committee must be formed to draft the constitution which should clearly define the Mission Statement and Objectives. Once the Constitution has been drafted, a General meeting must be organised for all those interested in becoming a member of the NGO. The following must be undertaken at the meeting :-

The NGO name is agreed upon

The Constitution is adopted

As per the constitution, elections are held for members to serve on the Executive Board of Directors (Chairperson, Vice-Chairperson, Secretary, Treasurer and ordinary members.)

A firm of Auditors as well as the Banking institution are approved

Once completed, the Secretary of the NGO must proceed with the mandatory registration procedure as specified by the Office of the Registrar General based at Kingsgate House, Victoria. Legally registered NGOs, may seek Accreditation Membership with LUNGOS.