

GOVERNMENT NOTICE No. 16

NON-GOVERNMENTAL ORGANIZATIONS ACT
(CAP. 5:05)

NON-GOVERNMENTAL ORGANIZATIONS (COORDINATION) REGULATIONS,
2025

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IN EXERCISE of the powers conferred by section 35 (1) of the Non-Governmental Organizations Act, I, JEAN MUONAOUZA SENDEZA, Minister of Gender, Community Development and Social Welfare, in consultation with the NGO Authority of Malaŵi, make the following Regulations—

PART I—PRELIMINARY

- 1. These Regulations may be cited as the Non-Governmental Organizations (Coordination) Regulations, 2025. Citation
- 2. In these regulations, unless the context otherwise requires— Interpretation
 - “coordinator” means the Council for Non-Governmental Organizations in Malaŵi as designated under section 24 of the Act.

PART II—COORDINATION

- 3. In discharging the obligation to provide coordination of NGOs, the coordinator shall aim to— Objective of coordination
 - (a) represent the collective interests and concerns of NGOs in Malaŵi;

(b) facilitate mutual support, harmony, sharing of knowledge and cooperation between NGOs;

(c) raise the profile and visibility of NGOs in Malaŵi; and

(d) reduce duplication and promote the spread of NGO work across the country.

Principles to
guide
coordination

4. The coordinator shall be guided by the following principles, which shall include but not limited to—

(a) accountability and transparency;

(b) patriotism;

(c) objectivity;

(d) fairness;

(e) natural justice; and

(f) respect for the rule of law.

Mandate of
the
coordinator

5.—(1) The coordinator shall—

(a) establish and strengthen NGO networks at all levels;

(b) enhance and improve the operational environment within which NGOs function;

(c) promote and facilitate coordination, collaboration and cooperation within the NGO community and between the NGO community, the Government, the donor community and the commercial sector in Malaŵi;

(d) further the standing of NGOs as competent, professional and suitable agents of development; and

(e) support member NGOs to become institutionally strong.

(2) The coordinator shall receive any complaint by any NGO against the Authority, Government or any authority.

(3) The coordinator shall, upon receipt of the complaint under subregulation (2)—

(a) where the complaint is against the Authority, submit to the Minister; and

(b) where the complaint is against the Government or any other authority, submit the complaint to the Authority.

Functions of
the
coordinator

6. The coordinator shall have the following functions—

(a) promote information sharing on funding opportunities and joint interventions at various levels in Malaŵi;

(b) promote the attainment of an enabling environment for the growth and development of every NGO, international NGO or exempt organization operating or intending to operate in Malaŵi;

(c) promote accountability and transparency in the utilization of resources and attainment of results;

(d) encourage the registration of every NGO or exempt organization with the Authority;

(e) support every NGO or exempt organization to comply with the Act and to operate under the guidance of the Authority;

(f) establish and publicize coordination mechanisms and structures for every NGO or exempt organization in Malaŵi;

(g) make recommendations to the Authority for suspension and cancellation of an NGO;

(h) promote and coordinate capacity building of NGOs or exempt organization;

(i) report to the Authority on the implementation of these Regulations in a prescribed manner;

(j) promote the importance of recruiting qualified personnel to hold key positions;

(k) promote adherence to the Gender Equality Act in the recruitment, appointment and promotion of office bearers in NGO management structures; and Cap. 25:01

(l) develop and implement standards for governance structures for NGOs.

7. The coordinator shall—

(a) develop and maintain NGO code of conduct;

(b) ensure that all member NGOs have signed the code of conduct;

and

(c) monitor compliance of NGOs with the code of conduct.

Code of
conduct

8.—(1) The coordinator shall hold coordination and governance meetings at various levels.

Non-
attendance at
coordinator
meetings

(2) Where an NGO consistently fails to attend scheduled meetings without providing good cause, the coordinator shall engage the concerned NGO to determine the reasons for nonattendance.

9.—(1) All documents, records, reports, settlement agreements and any other documents required or used in the course of undertaking a coordination role under these Regulations shall be confidential.

Confidential-
ity

(2) The coordinator shall not disclose information received in the course of undertaking its role under these Regulations to any person who is not a party to any matter arising in the discharging of that role.

10. Nothing in this Part shall preclude any person or authority from exercising the rights, powers, functions or duties conferred on such person or authority by or under any written law in respect of any matter otherwise provided under these Regulations.

Powers under
other written
laws

11. A person who contravenes the provisions of these Regulations, commits an offence and shall, upon conviction, be liable to a fine of K1,000,000.

Offences and
penalties