



**CIVIL SOCIETY ORGANIZATIONS AUTHORITY SECRETARIAT
THIMPHU BHUTAN**

CSOA/ORG/08/2019-2020/945

27 August 2019

NOTIFICATION

In continuation to our earlier notification the Secretariat would like to further convey the decision of the 24th Authority Meeting held on 24/08/2019 that all registered CSOs (PBOs) are required by CSOA Rules and Regulations 2017 to submit their **Annual Reports (Auditor's Report, Audited Financial Statement and Trustees' Report)** annually, without fail.

Annual reports should be submitted to the Authority within three months of completion of the independent audit.

It may be noted that submission of annual report along with the annual fee is the condition precedent for renewal of Certificate of Registration. The Authority shall not accept any request or excuse whatsoever for non-submission of annual reports.

Further, individual CSOs are required to submit their amended work plan to the Authority in the event they are not able to implement their approved work plan, with proper justifications duly endorsed by their respective board meetings.

Issued for strict compliance.

Tshewang Tobgyel
Member Secretary

Copy to:

1. Chairperson and Members, CSO Authority for kind information.
2. Program Officers, CSOA Secretariat for necessary action.
3. CSOA-IMS webpage.
4. Office copy.