



APPLICATION FOR MEMBERSHIP

Defence for Children International (DCI)

Please return the completed application to
director@defenceforchildren.org

Please read the accompanying page “[Becoming a DCI National Section](#)” before completing this form.

After consideration of the [Statues and by-laws](#) of the DCI and being in agreement with the aims and the responsibilities incurred by membership, the non-governmental organisation whose particulars and description appear in this application form hereby requests admission to membership in DEFENCE FOR CHILDREN INTERNATIONAL under the following category:

- | | |
|--|---|
| <input type="checkbox"/> Member NGO
(Voting rights) | <input type="checkbox"/> Associate Member
(No voting rights) |
|--|---|

Name of Organisation: _____

Contact person
Submitting Application: _____

Title: _____

Signature: _____

Place and Date: _____



I. General information

1. Names and CVs of 10 individuals from different sectors of society (such as law, education, social work etc.), supporting this application. If existing organisation please also include the list of the existing Executive Board:

1.	_____
2.	_____
3.	_____
4.	_____
5.	_____
6.	_____
7.	_____
8.	_____
9.	_____
10.	_____

2. Name of the NGO (if applicable):

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3. Date founded (if applicable):

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4. Contact Details:

Mailing address:

Telephone: _____
country code city code number

Facsimile: _____
country code city code number

E-mail:* _____

* if your office doesn't have its own e-mail address, please give an e-mail address which can be used for correspondence

Primary Contact Person: _____
Name Email

Website Home Page address: <http://www.> _____
(if any)

5. Country/State where membership is requested

II. Experience and organisation details

6. Organisational objectives:

7. Country in which your organisation is working and a brief description of your activities there:

8. What is your group or organisation's experience (both personally and professionally) in the field of human rights and/or child rights specifically? (Summary or point form please):

9. Brief description of future plans and activities:

10. Annual Income of the previous year (including all resources directly handled by your NGO, include any financial/audit report available):

11. Annual Budget: (Please attach full budget)

12. List of Publications (incl. Newsletter, books, etc):

13. Other institutions, groups, or network to which your organisation is part:

14. Give details of contacts with DCI sections in your region or elsewhere

III. Motivation

15. Your motivation and expectations for joining the DCI Movement and possible contributions to its activities:

16. What child rights issues are of most concern in your country? Briefly explain what ideas you have to address them.

IV. Additional information

1. Have you ever been convicted of a criminal offence?

- No (join any official certificate from your country)
 Yes (please provide further information)

V. References

2. Please provide the name and contact details of 3 referees who can provide further information on your application. Please also explain your relationship to these individuals. *DCI will contact these referees as well as other NGOs and organisations in your region.*

(Name, Title, contact details, phone, email, relationship with the applicant)

1. _____

2. _____

3. _____

VI. Supporting Documents

The following documents should be attached to the application of applying NGOs:

(kindly send documents scanned copies of official documents as attachment)

- a) Statutes, constitution, charter, or similar document;

- b) A diagram of explanation of the proposed or existing institutional structure (composition of executive bodies or equivalent);
- c) A short CV of proposed or existing Board Members;
- d) Any documents showing recognition of your organisation by the national government (such as proof of registration etc.);
- e) Statement of organisational aims and objectives (one year proposed Plan of Action);
- f) Proof of non-governmental and non-profit legal status;
- g) Most recent annual report / financial statement including sources of income and current donors (audited if available);
- h) If newly established, please provide a copy of the minutes of the first meetings;
- i) Has your organisation adopted a code of conduct, child protection/safeguarding or similar document? If you have such a document, please send a copy along with the application;
- j) A criminal record issued by your national police service or other competent authority.

I hereby submit my application for membership with Defence for Children International (DCI) and declare that the above information is correct and complete to the best of my knowledge.

Name:

Date:

Place:

All fields must be filled in and supporting documents attached before consideration by DCI

NB. DCI's International Executive Council (IEC) will review this application during their meetings at which point they may provisionally accept/decline an application or request further information. Their decision will be formalised at the International General Assembly meeting (every four years, next in 2021). Applicants may be asked to undergo an institutional audit and a member of the IEC may make a country visit to the applicant in question.



Please return the form and the supporting documents to:

Defence for Children International- International Secretariat

Address: 1, rue de Varembe

P.O.Box 88

CH- 1211 GENEVA 20- Switzerland

Tel. +41 (0)22 734 05 58

Website: www.defenceforchildren.org

You may also email this form to: director@defenceforchildren.org

Checklist of all supporting documents

Supporting documents **MUST BE SUBMITTED with the application form**

For existing/established group or organization:

- Statutes, constitution, charter, or similar document
- A diagram of explanation of the existing institutional structure
- CVs of 10 individuals, including those of proposed or existing Board Members
- Any documents showing recognition of the organization by the national government (i.e. proof of registration)
- Statement of organizational aims and objectives (one-year proposed Plan of Action)
- Proof of non-governmental and non-profit legal status
- Most recent annual report/ financial statement including sources of income and current donors (audited if available)
- If newly established: copy of the minutes of the first meeting
- Copy of the organizations' code of conduct, safeguarding policy or similar document –if your organisation is using one
- Criminal record approved by the national police/authority service of person submitting the application and all proposed or existing Board Members

If non-established organisation:

- A draft of statutes, constitution, or similar document
- A diagram of explanation of the proposed institutional structure
- A short CV of proposed Board Members
- Statement of organizational aims and objectives (one-year proposed Plan of Action)
- Criminal record approved by the national police/authority service of person submitting the application and the proposed Board Members