ECOWAS
PEACE AND SECURITY – CSO PORTAL

CSO REGISTRATION REQUIREMENTS

NOTE: *Registration on the ECOWAS Peace and Security CSO Platform is open to **Civil Society Organizations (CSOs)** only. Registration by individuals will not be accepted.*

S/N	REQUIREMENT	ACTION
1	CSO User Email	Enter CSO user email
2	Password	Enter Sign in password
3	CSO Logo	Upload CSO Logo
4	Organization Type	Select from the options provided
5	Year of Establishment	Enter CSO year of establishment
6	CSO Mandate	Enter CSO Mandate
7	Country of Registration	Enter CSO originating country
8	Contact details -Address |-Phone Number(s) -Website	Enter CSO contact details
9	Geographic coverage	Select from the options provided
10	Area(s) of Intervention	Select from the options provided; more than one selection allowed
11	Intervention Approach	Select from the options provided; more than one selection allowed

S/N	REQUIREMENT	ACTION
12	Partners -Name | -Website	Enter name & website of partners
13	CSOs Senior Management -Name | - Function	Enter name and function of CSOs Senior managers
14	CSO Registration Certificate	Upload CSOs Registration Certificate
15	Strategic document * Optional	Upload CSO Strategic Plan or other relevant strategic document
16	Number of Staff: -Number of full-time staff -Number of part-time Staff -Number of contract staff	Enter Number of staff in the order indicated
17	Annual budget	Enter CSO Annual budget in USD
18	2 yr Audited financial report * Optional	To be uploaded
19	CSO Annual reports * Optional	To be uploaded
20	CSO Infrastructure : -Office space - Physical address - List of basic equipment	Indicate infrastructure owned by CSO
21	Institutional Linkages / Affiliations	Select the relevant CSO affiliations / institutional linkages