



VALIDATION REPORT

For the Accreditation of Civil Society Organizations

I. APPLICATION

New Application _____ Date the Application was received: _____

Renewal _____

Certificate No: _____

Date of Issuance: _____

Date of Expiration: _____

II. IDENTIFYING INFORMATION

- A. Name of the Civil Society Organization (CSO): _____
- B. Principal Address: _____
- C. Name of Head of CSO and Designation: _____
- D. Contact Numbers: _____
- E. Email Address: _____
- F. Website: _____
- G. Government Agencies from which the CSO expect funding: _____
- H. Purposes: _____
- I. Technical Areas of Expertise Areas of Focus:

Technical Areas of Expertise Areas of Focus (indicate specific nature of operation)	Geographical Areas of Operation (indicate specific location)	Target Clientele (indicate specific sector)

III. DOCUMENTARY REQUIREMENTS

See attached Checklist and Original Copy of Documentary Requirements.

IV. INSPECTION REPORT

See attached Inspection Report.

V. EXISTENCE OF DEROGATORY RECORD

Requirements	Compliance		Remarks
	Yes	No	
1. No existing Revocation Order/Blacklisting Order;			
2. Submission of annual accomplishment report, a financial report certified under oath by the Chairperson or Treasurer, and a report of all material changes and updates on accreditation documents already submitted;			
3. Absence of grounds for revocation of accreditation; and			
4. No pending revocation/blacklisting proceedings.			

VI. SUMMARY OF FINDINGS

The following are the highlights of the validation, including but not limited to the review of submitted documents, ocular inspection and site visits:

VII. ACTION ON THE APPLICATION

- Endorse the application to the Accreditation Committee for evaluation.
- Other remarks: _____

Application Reviewed by:

Name and Signature of the Secretariat: _____

Designation: _____

Date: _____