INGO Process Overview

**Outreach**

- Give guidance and support to country offices to enable them to enter into sponsorships with INGOs locally
- Consider global, coordinated approach to critical INGO partners

**Sponsorship arrangements**

- UNCT members identify INGO partners that are essential to their mandate delivery
- UNCT members agree on local sponsorship arrangements with INGOs amongst UN entities
- Country offices sign local agreements with INGOs
- LVDC and Registrar collect list of INGO sponsorships

**Identification of Eligible Persons**

- Organization focal points ("evaluators") to collect eligible persons from sponsored INGOs
- Registrar receives from the UNCT members the records of eligible persons from their sponsored INGOs for consolidation

**Registration (upload or self-registration)**

- UNCT members agree on local sponsorship arrangements with INGOs amongst UN entities
- Country offices sign local agreements with INGOs
- LVDC and Registrar collect list of INGO sponsorships
- DOS to facilitate consolidated data upload sessions per country team
- As an option, facilitate mass uploads for large INGOs to be handled centrally through the sponsoring UN organization for all countries
- Organization focal points to validate self-registered INGO persons directly on the Platform

**Country Level (Lead Role)**

- UNCT members identify INGO partners that are essential to their mandate delivery
- UNCT members agree on local sponsorship arrangements with INGOs amongst UN entities
- Country offices sign local agreements with INGOs
- LVDC and Registrar collect list of INGO sponsorships
- DOS to facilitate consolidated data upload sessions per country team
- As an option, facilitate mass uploads for large INGOs to be handled centrally through the sponsoring UN organization for all countries
- Organization focal points to validate self-registered INGO persons directly on the Platform

**Central Level (Guidance and Support Role)**

- Give guidance and support to country offices to enable them to enter into sponsorships with INGOs locally
- Consider global, coordinated approach to critical INGO partners
- Advise country offices on local sponsorship arrangements
- If appropriate: UN entity HQ may enter into global sponsorship arrangements (exception)
- Consider supporting country teams by collecting personnel data from ERP systems of largest INGOs centrally (to be disseminated to the country teams)

**Note:** After registration, INGO persons follow the same process as other eligible individuals in terms of prioritization, scheduling, and vaccine administration.