

# Annual Report

## 2008

Office of the Commissioner for Voluntary Organisations

Block 'C', Beltissebħ, Floriana

Tel: 2568 7261/3

Fax: 25687265

e-mail: vo@gov.mt

Website: [http://www.msp.gov.mt/services/non\\_gov.asp](http://www.msp.gov.mt/services/non_gov.asp)

## Annual Report 2008

<b>MESSAGE BY THE MINISTER FOR SOCIAL POLICY</b>	<b>5</b>
<b>MESSAGE BY THE COMMISSIONER FOR VOLUNTARY ORGANISATIONS</b>	<b>6</b>
<b>MESSAGE BY THE CHAIRPERSON, COUNCIL FOR THE VOLUNTARY SECTOR</b>	<b>9</b>
<b>1. <u>INTRODUCTION</u></b>	<b>11</b>
1.1 Role of the CVO	12
1.2 Council for the Voluntary Sector	13
<b>2. <u>WORK CARRIED OUT BY THE CVO OFFICE IN 2008.</u></b>	<b>18</b>
2.1 Capacity-building within office of the Commissioner for VOs	19
2.2 Enrollment	19
2.3 Setting up the Council for the Voluntary Sector	21
2.4 Monitoring	22
2.5 Monitoring the promotion of VOs and the behaviour of administrators	23
2.6 Public Collections	23
2.7 Dissemination of information and creation of publicity	26
<u>2.7.1 Meetings</u>	26
<u>2.7.2 Website</u>	28
<u>2.7.3 Public Relations</u>	28
<u>2.7.4 Public Meetings</u>	30
2.8 Investigation of Complaints	30

<b>2.9</b>	<b>Recommendations to the Minister on legislation and policies</b>	<b>30</b>
<b>2.10</b>	<b>Assistance in the preparation and review of policies</b>	<b>31</b>
<b>2.11</b>	<b>Co-ordination with other entities</b>	<b>32</b>
2.11.1	<u>Registrar for Legal Persons in terms of the Second Schedule to the Civil Code</u>	32
2.11.2	<u>Management and Personnel Office (OPM) - Secondment of public officers with Voluntary Organisations</u>	32
2.11.3	<u>MEUSAC</u>	33
2.11.4	<u>Ministry of Finance - Tax Exemptions</u>	33
2.11.5	<u>Mediation and the setting up of a Board of Appeal</u>	34
<b>2.12</b>	<b>Parliamentary Questions</b>	<b>36</b>
<b>2.13</b>	<b>Other Events</b>	<b>36</b>
<b>3.</b>	<b><u>FINANCIAL STATEMENT</u></b>	<b>38</b>
<b>ANNEX 1</b>	<b>LIST OF REGISTERED VOLUNTARY ORGANISATIONS</b>	<b>39</b>
<b>ANNEX 2</b>	<b>PROCEDURE FOR ENROLLMENT</b>	<b>43</b>

***Message by the Minister for Social Policy***

Voluntary Organisations had always been a key role player in the Maltese society. Such organisations can penetrate where others cannot, by giving a strong voice and the necessary support to the civil society.

The fact that Voluntary Organisations are composed of professional and dedicated individuals which work in our society on a voluntary basis, they can perform in society on a more individual basis, and can compliment the services given by the state according to the individual's personal needs.

Following the Act on Voluntary Organisations which was in force in 2007, which encouraged Voluntary Organisations to enrol with the Commissioner for Voluntary Organisations, on the 3<sup>rd</sup> June 2008 we distributed the first batch of certificates to the organisations who registered with the Commissioner for Voluntary Organisations.

In my opinion this exercise was necessary to organise the voluntary sector in order to deliver a better service for society.

I believe that being organised under one structure helps in avoiding duplication of the services provided and gives a point of reference and guidance to each Voluntary Organisation.

My wish as Social Policy Minister is that in our society we start delivering to individuals a more personalised and a holistic service which will be mainly provided by the state and reinforced and followed with the intervention of Voluntary Organisations.

Hon. John Dalli  
Minister for Social Policy

***Message by the Commissioner for Voluntary Organisations***

This has been my first year as Commissioner for Voluntary Organisations, a position that came into being with the publication of the Voluntary Organisations Act of 2007. As the date of the Act indicates I was, in fact, the first appointed Commissioner for the voluntary sector, an appointment which I accepted in November of that same year. This is, therefore, not only my first annual report as Commissioner but also the first annual report by a Commissioner for Voluntary Organisations in Malta. It, therefore, has a certain historical significance.

Even before I accepted the position, on reading the Act, I became aware of the broadness of the Commissioner's remit as it is set out in the law, and of the broadness of the spectrum of organisations that fall within its definition of 'voluntary organisations'. As first Commissioner I had to start putting the law into effect from scratch; to define my most immediate priorities and create a plan with a time frame to put my remit into action. This meant, first of all, creating my own office; identifying an administrative structure to work with and the human resources I would require to make it operational. Second, it required me to begin the process of creating a register of voluntary organisations, as contemplated by the law, and as quickly as possible.

These operations were begun early in 2008 but somewhat interrupted by the general elections that were held in March of that same year and that were followed by a change of Minister for Social Policy. The interruption, however, was only short and with the new minister settled in the third important task I set myself for the year was soon under way; starting the process which eventually led to the creation of the first Council for the Voluntary Sector, another historical event. The creation of the Council has enabled me to set in motion a systematic programme which will bring other important aspects of the law into effect, most notably an

Appeals Board, a Panel of Mediators for conflict resolution, and the Voluntary Organisations Fund. Initiatives to set these mechanisms in place were started immediately with the Council's appointment and are now at an advanced stage. Meanwhile this has been a year of learning for me and my office as the process of enrolling organisations in my register started slowly but began to gain momentum rapidly as the year advanced. One thing that became immediately obvious to me was that very little data about the sector is available and that a priority for my office, if it is to do its job well, must be to create an adequate data base of organisations in Malta and Gozo and to keep track of their activities. This is no easy task since a large part of the sector is still not enrolled in the register and the law does not make such enrolment mandatory. At the same time the same law sets obligations on me to monitor and regulate the non-enrolled organisations also. At the moment such monitoring is made mainly through a daily monitoring of the media

This year I have also started to tackle the issue of public collections which seemed to be entirely uncontrolled up to this stage in time and which is a part of my remit. My object here has been to extend the culture of accountability and of transparency in the administration and use of funds into this important area also. For this purpose I started initiatives with the Broadcasting Authority and the Police to create an efficient framework of control for this area. A good beginning has been made thanks to this collaboration but more needs to be done. Different meetings with Government ministries, departments, and other entities were also held during the year to create collaboration in other areas that are beneficial for the voluntary sector. Indeed, in the absence of compulsion, the attraction for organisations to enrol depends on two things; awareness of the benefits of enrolment (such as not requiring a police license for public collections), and an understanding of the fact that accountability and transparency ultimately benefit everyone including the organisations themselves.

Finally, not an indifferent task for my office this year has been public relations. With the coming into being of the new Act many in the voluntary sector were ignorant of its existence never mind its contents, and many still are despite the publicity for it made in the media. One important task for this coming year, in collaboration with the Council, must be to improve the publicity and persuade more organisations to enrol with the register. Another must be the setting up of a web-site for the use of the Commissioner's Office and of the Council, a project already started towards the end of this year. Another still must be the cultivation of a stronger culture of support for and collaboration with the law beginning with various government entities that come into contact with the sector and continuing with civil society. These initiatives together with the continuation and consolidation of the work already started, and with the activation of initiatives to help organisations in their training and capacity building, constitute more than a challenging agenda for 2009. The condition for its success will be the recruitment of the necessary human resources and budget to manage it.

Prof. Kenneth Wain  
Commissioner

***Message by the Chairperson, Council for the Voluntary Sector***

Since the setup of the Council in September 2008 we started meeting regularly and trying to identify needs within the sector to help us improve the relationships within the voluntary and community sector in Malta and Gozo. There is no doubt that the sector makes a massive contribution to the quality of life which our communities enjoy, and also enhances the experience of the many visitors to our country. Local charities, voluntary organisations and grassroots community groups provide services and activities, campaign and give a voice to local people, and help people to get involved in their communities. We recognise and value this and fully accept that we need to work with the sector as an equal partner.

It is clear that the voluntary sector has grown substantially over the recent years. There are more people working for it, it is generating more income and spending more money to help more people than ever before. The sector is attracting new donors and hundreds more regularly volunteer. While the sector is making a huge contribution to the country, its activity is largely hidden, unrecorded and unreported. The general public, the public agencies, the business community, the media all have a very partial understanding of the sector's range and reach.

In the coming months the council will continue working in close collaboration with the sector to set up a long term strategy and to guide and inform our actions. We aspire to provide the commitment and the far-sightedness to ensure that our sector gains the support and the recognition that its vital work deserves. We look forward to working with all our members, and with the government to achieve this.

Our short term plan

The Council aims that by end 2010-

*Building a strong, secure and sustainable voluntary sector*

- To support the development of a more effective and efficient voluntary and sector in Malta and Gozo through the delivery of a range of support and capacity building services including information, advice, and training.
- To support the development of a more influential and cohesive voluntary and community sector in Malta and Gozo by facilitating networking and partnership within the sector; and between it and the public and private sectors.

The Council's immediate work activities:

- a) Support, promote and develop voluntary activity in the Malta & Gozo
- b) Facilitate networking and co-ordination among voluntary groups
- c) Provide a link and a forum for consultation between the different partners within the voluntary sector
- d) Provide information about the voluntary sector through newsletters, the website and a Directory of Organisations
- e) Help voluntary organisations with constitutional and funding issues
- f) Take a lead on governance training for all stakeholders in the voluntary organisations

We look forward to working with the voluntary and community sector to implement this plan.

Robert Farrugia

Chairperson – Council of the Voluntary Sector

## 1. Introduction

The voluntary sector is an integral part of Maltese civil society and thus the need to strengthen this sector through the introduction of legislative measures with the specific aim of promoting the work of voluntary organisations (henceforth VOs) and aiding them to become more efficient and effective as well as promoting and encouraging their role as partners with the government in developing relevant policies. (Ministry for Social Policy; *Strengthening the Voluntary Sector White Paper*, June 2005.) In view of this, Cap. 23 of 2007 Voluntary Organisations Act (henceforth VOA) came into force in November 2007 with the appointment of the first Commissioner for Voluntary Organisations (henceforth CVO) Prof. Kenneth Wain.

The aim of the introduction of this legislation together with the relevant structures is to ensure visibility for the voluntary sector as well as to ensure transparency and accountability of the organisations that compose it in the carrying out of their important work. Thus, through the enforcement of the VOA Malta now has a regulatory authority which is the structure responsible for this sector with the aim of supporting but also monitoring and supervising the activities of these organisations. The law highlights the role and functions of the Commissioner as well as that of the Council for the Voluntary Sector (henceforth the Council). Among the Commissioner's functions is the setting up of a register for VOs and of the procedures and processes of enrollment in it. This legislation also defines important terms like 'non-profit making', 'voluntary', 'philanthropic' and 'social purpose' amongst others. (ibid.)

The office of the CVO started functioning early in 2008. Its first task was to start the process of setting up the register as stipulated by law. An application form was drawn up for this purpose together with notes intended to aid organisations to fill it in.

Although VOs are not legally obliged to register with the Office of the CVO, registration is important and beneficial since through registration organisations qualify for a number of benefits which are not otherwise available to them. In the first place, the certificate issued by this office certifies the organisation officially as “voluntary”. Moreover, registered organisations may benefit from a number of measures (listed below) which are aimed at assisting VOs in the execution of their work.

### **1.1 Role of the CVO**

The CVO is appointed by the Minister responsible for Social Policy in consultation with the Social Affairs Committee of the House of Representatives (Cap. 492, Part III, Article 5). The responsibilities related to his office include:

- (a) providing enrollment facilities for organisations which are eligible for enrollment in terms of this Act;
- (b) monitoring the activities of VOs in order to ensure observance of the provisions of this Act and any regulations made thereunder;
- (c) providing VOs with information about the benefits and responsibilities deriving from registration as legal persons in terms of the Second Schedule to the Civil Code and enrollment in terms of this Act;
- (d) providing information and guidelines to persons performing voluntary work and to members of VOs, for the better performance of their role and for the better achievement of the objectives of the VOs in which they serve;
- (e) making recommendations to the Minister on legislation and policies in support of VOs, volunteers and voluntary work;
- (f) assisting Government, government departments, public agencies and entities controlled by the Government in preparing and reviewing policies in support of VOs and the voluntary sector in general;

- (g) investigating any complaints relating to VOs or persons or organisations purporting to be VOs and their activities, and to take such action as is in his power to redress any justified grievance that may come to his notice;
- (h) monitoring the promotion of VOs and the behaviour of administrators of such organisations to ensure the observance of high standards of accountability and transparency and compliance with law;
- (i) co-ordinating and communicating with the Registrar for Legal Persons in terms of the Second Schedule to the Civil Code with a view to facilitating registration and enrollment processes for VOs;
- (j) co-operating with and supporting the Council to develop policies which will be of benefit to the voluntary sector in general or categories thereof;
- (k) performing any other function or duty that is assigned to him under this Act and any regulations made thereunder as well as such other functions as may be assigned to him under any other law. (Cap. 492, Part III, Article 7)

## **1.2 Council for the Voluntary Sector**

The terms in Part 8, Act 27 of 2007, regulating VOs provide for the setting up of the Council which is the direct link between the VOs and Government and *“shall provide a forum for the voluntary sector and a platform from which to develop co-operation between voluntary organisations and the Government and co-operation between voluntary organisations amongst themselves.”* (Art. 35 (1)).

The Council also acts as an advice-giving body to the Commissioner in developing policies and practices in relation to the voluntary sector, for example in the formulation of codes of good practice.

The Council has the following functions, as provided by law:

- to advise and assist the Commissioner in the performance of his functions;

- to advise and assist the Commissioner in the promotion of the voluntary sector in general;
- to administer the Voluntary Organisations Fund;
- to carry out such functions and have such powers as may be prescribed by the Minister, from time to time, by means of regulations made by virtue of this Act.

The set-up of the Council is meant to represent the voluntary sector in a manner that corresponds to the diverse sectors in which VOs operate.

Thus, the members of the Council were to be appointed as follows:

Five members from among the voluntary sector

- three members nominated by VOs enrolled with the office of the CVO  
one member nominated from VOs which are not enrolled in terms of Cap 27 but registered in terms of the Second Schedule of the Civil Code
- one member nominated by VOs which are neither enrolled in terms of Cap 27 nor registered in the terms stipulated in the Second Schedule of the Civil Code.

Four other members were to be appointed as follows:

- one member to represent founders of and donors to VOs
- one member to represent members of VOs and volunteers, and
- one member to represent administrators of VOs
- one member to represent foreign and international organisations

One member is appointed by the Minister for Social Policy to represent the Government.

On 14<sup>th</sup> July 2008, the CVO issued a notice inviting all VOs to nominate persons to be considered for membership of the Council. The closing date for nominations was 18<sup>th</sup> August 2008. A total of 40 nominations were received from which the current members of the Council were appointed by the Minister for Social Policy after consulting with the Social Affairs Committee of the House of Representatives on 10<sup>th</sup> October 2008. The selection criteria used for the appointments included:

- Experience and knowledge of the VO sector
- Proper gender representation
- Representation of the broadest spectrum of organisations possible as described in the Act.
- Representation of a spectrum of skills and abilities required by the functions of the Council (including administration of finances, expertise in seminar/workshop/conference organisation, public relations, knowledge of EU organisations)

The first Council was appointed for two years in accordance with the VOA (35 (6)) with the following members:

Mr Robert Farrugia	Chairperson
Ms Grace Attard	
Ms Nora Macelli	
Ms Claudia Taylor-East	
Dr Petra Bianchi	
Mr Antoine Vassallo	
Mr Ian Azzopardi	
Mr Ruben Buttigieg	
Dr Kenneth Grech	Minister's representative

There is one missing member vis-à-vis those stipulated by law since, in the absence of any nomination for the category, no member was appointed

representing the foreign and international organisations. As such the place on Council for this category is vacant.

The CVO is ex officio Deputy Chairperson of the Council.

The first meeting of the Council for the Voluntary Sector was held on 29<sup>th</sup> October 2008. Between October and the end of the year 2008, the Council met 6 times. Among its activities were:

- The election of the Chairperson.
- The initiation of the process to set up a Board of Appeal as per article 23(2) of the VOA 2007
- The appointment of a sub-committee to be consulted by the Commissioner in cases defined in article 7(3) of the VOA
- The setting up of various sub-committees;
  - Advisory committee to the commissioner. *This committees will also work on code of practices and policies for the sector*
  - Strategic Management & Direction committee
  - EU Affairs and Funding
- The initiation of the process to elect representatives of the VOs on the MEUSAC Core Group and sectoral committees.
- The appointment of the Voluntary Organization Fund board of administrators.
- The preparation of a draft document with the Council's terms of reference which is in the final stage for approval. (N.B. *The Council is setting its terms of reference in the absence of any such terms of reference in the Law*).

- The initiation of the process of consulting with the Malta Mediation Centre to set up a panel of mediators as per article 29(4) of the VOA.

## **2. Work carried out by the CVO Office in 2008.**

At the start of the year 2008 the CVO Office immediately launched into a series of initiatives as stipulated by the VOA. These consisted of:

- a) setting up of the office's capacity building structures which are still in the process of being created
- b) enrolling and certifying VOs in Malta and Gozo
- c) setting up the Council for the Voluntary Sector
- d) monitoring activities in the VO sector as a whole in order to build up an efficient information and data base to aid it in its work, including the setting up of its web-site
- e) monitoring public collections and starting the process of consultation with the Police and with the Broadcasting Authority to coordinate initiatives to tighten control on these activities
- f) disseminating information about and creating publicity for different aspects of the VOA and about the workings of the CVO Office
- g) assisting in disputes and investigating complaints presented to the CVO by VOs
- h) studying possible amendments to the VOA and other legislation relating to the VO sector directly and indirectly, and policies to recommend to the minister in support of the sector
- i) meeting and co-ordinating with Government Departments, agencies and other entities to streamline policy where these come into contact with the VO sector
- j) studying ways of assisting the sector to grow in strength, efficiency and transparency

## **2.1 Capacity-building within office of the Commissioner for VOs**

A communication related to the human resource needs for the proper functioning of the CVO Office in terms of the activities and initiatives detailed in this report was made to the Ministry for Social Policy early in August. In the current situation the Office is manned by two employees only, one at executive officer level was appointed in October, the other at clerical level was allotted to the CVO from the beginning. In the capacity-building exercise carried out with the Office of the Prime Minister and the Ministry of Finance another post was approved at principal level for an executive secretary. That post, however, is not yet filled to date, and the Office is struggling to cope. Moreover, even with the filling of this post another member of staff is required at clerical level to help with a heavy back-log of work and to release the present staff by taking calls, providing initial information on applications, taking complaints, and filing. In short, the Office is, at the moment struggling, and these two other posts must be filled immediately if the momentum of this year is to be carried over into 2009. It will be recalled that, apart from the CVO the Office also services the needs of the Council which will grow in 2009.

## **2.2 Enrollment**

The forms of application for enrollment with the Commissioner were presented to the public by the then Minister for Social Policy, the Hon. Dolores Cristina, on 13<sup>th</sup> February 2008. The Office of the CVO immediately started work in earnest to promote the process of enrollment. To this effect a public announcement was issued on February 17<sup>th</sup> in all the local press inviting VOs to apply for enrollment. Other publicity was made informally through the sector and through the Commissioner's appearance on various radio programmes.

. Following a slow start, which was mainly due to the fact that the VOA was still new to the sector, this process gathered momentum and by the end of 2008 the office dealt with 200 applications of which:

- 148 organisations were registered as VOs,
- 29 organisations were requested to present further documentation in order to commence the process of registration,
- 20 applications were still being processed i.e. vetted from a legal perspective,
- 2 which were being considered due to some complications
- 1 was temporarily suspended.

Once a VO satisfies all the requisites required by the process of enrollment (see Annex 2) it receives a certificate and an official VO number which is proof that it satisfies the conditions of accountability and transparency. Registration with the office of the CVO is renewable every year, upon the condition that an Annual Report as well as Annual Accounts are provided to the office together with information of any relevant changes within the administration occurring during the year under review in these reports.

Amendments are being proposed to Article 13 (6) to include a clause regarding when an application or documentation in relation with the enrollment process is incorrect, incomplete or otherwise not satisfactory. In accordance with legal advice, the Commissioner may decide to declare the application abandoned if the organisation in question does not follow up his advice within six months from the date of application.

There is no obligation in the VOA which compels a VO to register with the Office of the CVO, however, those who satisfy the necessary requirements and obtain a certificate of registration benefit from various measures aimed at helping VOs in different ways. One main advantage is the possibility to make public collections

without the need of a licence from the Commissioner of Police. In addition, registered VOs may:

- receive or benefit from grants, sponsorships or other financial aid from Government or any entity controlled by Government for example EU funding for the implementation of projects;
- receive or benefit from exemptions, privileges or other entitlements in terms of any law;
- are allowed to be a party to contracts and other engagements, emanating out of services for the achievement of its 'social purpose' at Government's request or any entity controlled by Government.

In fact, through the initiative of the CVO's Office consultation was commenced with the Inland Revenue Department with the object of starting a process whereby all fiscal exemptions which can currently be found sporadically in Maltese laws are combined and streamlined in a manner that administrators of VOs will be able to benefit from better. Another privilege includes deductions in the fees when registering a VO at the Public Registry. Other possible privileges are being studied so that they may be introduced gradually in order to further support VOs in their work administratively and financially.

### **2.3 Setting up the Council for the Voluntary Sector**

One of the major tasks for the CVO this year was to set in motion the procedures that eventually led to the setting up of the Council. As the VOA is framed the Council is, in fact, indispensable for the Commissioner to carry out his mandate since many of the articles of the same law (eg. the setting up of an Appeals Board) came into effect only with the collaboration of the Council. On the other hand, the work of the Council has created a further strain on the CVO Office resources since the Office is required by law to support the work of the Council

as well as that of the Commissioner. This strain was already felt in the first hectic weeks of the Council's existence and will be felt even more once the Council's work agenda gathers the intended momentum and the range of its actions and responsibilities grows.

Up to this point in time collaboration between the Council and the CVO has been excellent and the two sides are working on harnessing their joint efforts for the benefit of the sector as a whole. The Council Chairperson has been allotted an office in the CVO Office with space for meetings, and the Office's human and material resources placed at his disposal and that of the Council members.

## **2.4 Monitoring**

Being the first year of the setting up of this Office, the monitoring aspect of the functions of the Commissioner is still in its early phase. Whilst the Office can, to a large extent, monitor the activities and progress of registered entities, the same cannot be said of those that are not registered. Nevertheless there is a constant monitoring of the print media, including newspapers and e-newspapers, in order to keep as up to date as possible with the activities within the voluntary sector. Moreover websites of all VOs known to the Office (both registered and not) are reviewed reasonably regularly to document the work performed by the particular organisations as well as to check for any possible irregularities they may carry. Ways of monitoring TV and radio programmes are being explored to ensure that the provisions of the law are being complied with in this area also. In addition to this, work is also at hand to build a bank of information and a data base vis-à-vis this sector in order to have an in-depth knowledge of it.

## **2.5 Monitoring the promotion of VOs and the behaviour of administrators**

During the performance of his functions, the Commissioner, strove to promote understanding of the importance of upholding the law. In this respect, he has been given the specific remit of monitoring their behaviour to ensure “the observance of high standards of accountability and transparency and compliance with the law.” For this purpose he met with and explained its provisions to administrators of various VOs.

The impression received is that most administrators are in favour of compliance, transparency and accountability and have a very positive attitude towards the introduction of the VOA. Indeed, during the year no applications, once made, were withdrawn by any of the VOs. However one popular concern expressed by many of the administrators was over the equitable distribution of the various funds granted by the Government to the voluntary sector. Another was that the transparency and accountability of the beneficiaries of these funds should be ensured by their enrollment with the CVO.

## **2.6 Public Collections**

The coming into force of Cap 492 of the VOA 2007 lays on the Commissioner the responsibility of monitoring the behaviour of VOs with regards to the collection of public funds. Registered organisations may legally collect funds as prescribed by Cap 492, Part 2 Article 4 (2) and (3) which states that;

- (2) Notwithstanding the provisions of any other law, a voluntary organisation which is enrolled in terms of this Act, may make public collections without any further authorisation.*

*(3) Any public collections shall be made in accordance with applicable law or guidelines which may be issued by the Commissioner from time to time.*

On the other hand, VOs which are not registered with the CVO require a police licence in order to collect public funds. In view of this situation a meeting was held between the CVO's Office and the relevant police authorities to discuss ways of collaborating to ensure transparency in all matters regarding public collections. During this meeting, an overview of the VOA was given to the officers in charge by the Commissioner's lawyer, highlighting the fact that Cap. 492 has in fact superseded the Public Collections Act. The importance of raising awareness about the obligations of VOs in terms of both laws with the general public was emphasized and an agreement reached on the need for both entities to collaborate to curb possible abuses in the field. In view of this, the police authorities agreed to give the CVO copies of all licence holders since 2007, in order to be in a better position to monitor public collections and assess the situation. Each month since the date of the meeting, any new licences issued are also forwarded to the CVO.

The same approach was taken with the media (print and broadcasting). In fact all media entities were informed that the Commissioner had been receiving complaints that a number of non-registered VOs were utilising the media to solicit donations from members of the public without the necessary licences, thus breaching the law. They were also informed that if a media organisation allowed such solicitations it would be considered as an accomplice in breaking the law as per the Public Collections Act.

Very early in the year the CVO entered into correspondence with the Broadcasting Authority on the matter in order to explore with it ways by means of which the Authority could aid the CVO in the carrying out of his responsibilities.

Some suggestions made in this respect from the CVO's side included:

- The possibility of the Authority issuing Rules/Directives regarding public collections in order to sensitize license holders about the criminal nature of illegal solicitations of donations from the public and their role in helping perpetrating such illegalities;
- Inserting a new licence condition with specific reference to the Public Collections Act;
- The Authority assisting the CVO with enforcing the VOA ;
- The possibility of drafting a Code of Conduct whereby importance is highlighted amongst other things regarding:
  - a) disclosure of commissions received by TV/radio station from the public collection
  - b) ascertaining that they are assisting a legitimate organisation

As an outcome of the discussions an agreement was reached whereby the same Authority undertook to direct all broadcasting stations to read out (radio) and to display on the screen (TV) the licence number issued by the Commissioner of Police under the Public Collections Act or the certificate of compliance issued by the CVO. In cases where these are not displayed/read out, the Broadcasting Authority could:

1. take action for breach of its requirements under the Broadcasting Act, and
2. inform both the Commissioner of Police and the CVO so that the competent authority takes the necessary proceedings.

This arrangement was deemed ideal for all parties concerned (the CVO, the BA, and the police). Hence, on Friday 12<sup>th</sup> December the "*Requirements as to Standards and Practice as to Advertisements, Methods of Advertising and Directions on Public Collections on the Broadcasting Media*" were published on the Government Gazette, thus enforcing the above.

## **2.7 Dissemination of information and creation of publicity**

One of the top priorities during the year under review in this report was the dissemination of information on the sector. Numerous requests for information are received daily by the VOs expressing their interest in enrolling with the CVO in order to understand the process of enrollment and the conditions they must satisfy in order to be eligible to be registered. These requests for information are received in various forms, be it phone calls, e-mails or face to face customer care, and are so frequent that they are difficult to quantify. In this respect, the Commissioner has held numerous meetings personally with a number of VOs who requested a more in-depth discussion with him.

### 2.7.1 Meetings

Over the course of the year the CVO has also met up with other entities including Government agencies and departments in order to discuss various aspects of his work. Being the first year of the existence of this Office, various initiatives needed to be taken in order to explain the mandate given to the Commissioner as provided in the law. These included numerous meetings with a variety of entities, intended, amongst other things, to:

- promote the role of the Office of the CVO,
- highlight the reasons behind the setting up of the office,
- discuss the benefits to VOs of enrollment as well as to discuss a number of initiatives with various entities with the aim of supporting the voluntary sector.

By virtue of these meetings some of the milestones set by the Commissioner as priorities were reached, others were identified and discussions on how to meet them started. Some of the latter have also begun to achieve results. The most important meetings included:

*Office of the Commissioner for Voluntary Organisations  
2008*

<u>Date of Meeting</u>	<u>Meeting held with:</u>	<u>Subject</u>
8 <sup>th</sup> May 2008	Director General Budget Affairs, Ministry of Finance.	Request for exemption from Income Tax of Voluntary Organisations
20 <sup>th</sup> May 2008	Police Inspector	Public Collections
4 <sup>th</sup> June 2008	Information Management Unit	Website
26 <sup>th</sup> June 2008	Head, Mediation Centre	Collaboration between mediation centre and office of the Commissioner for Voluntary Organisations re: mediation in disputes
28 <sup>th</sup> July 2008	Head, MEUSAC	Collaboration between MEUSAC and Office of the Commissioner for VOs mainly <ul style="list-style-type: none"> <li>▪ aiding VOs in applying for EU FUNDS</li> <li>▪ EU Funding to social programmes</li> <li>▪ VO representation on MCESD sub-committee</li> </ul>
4 <sup>th</sup> August 2008	Director (Employee Relations) Management and Personnel Office	Monitoring of public officers seconded to voluntary organisations
16 <sup>th</sup> September 2008	Chairperson, Good Causes Fund	Criteria under which VOs qualify for funding
17 <sup>th</sup> September 2008	CURIA representatives	Legislation and possible amendments
7 <sup>th</sup> October 2008	Minister for Social Policy	Appointment of members of Voluntary Organisations Council

Various meetings were held throughout the year with the CVO's legal advisors where difficulties over applications by VOs, possible amendments to the existing

legislation as well as complaints presented to the Commissioner as provided by law were discussed. Moreover, other meetings were held with interested parties to discuss complaints and other important issues they may have needed to raise vis-à-vis the Commissioner's remit.

One of the top priorities of the Office of the CVO in its work to support the voluntary sector is to transform the Office into a resource to assist volunteers. As yet plans to actually implement this are still in the initial phases due to various limitations and lack of necessary resources. However the CVO is contemplating creating an information and resource centre within the Office, which will include a library containing publications and other media in connection with the voluntary sector for research purposes, as well as facilities for VOs to organise small group training sessions or meetings on the premises.

#### 2.7.2 Website

Currently, the Office of the CVO holds a part of the website of the Ministry for Social Policy where an updated list of enrolled VOs is published in compliance with the law. However, work is in hand to revamp the current website in order to broaden its scope, to ensure that it becomes a valid platform to assist registered VOs and volunteers and the general public. It is envisaged that this website will include more information regarding the Commissioner as well as the Council, instructions on documentation and prerequisites to enroll with the CVO, a database (public register) with information regarding registered organisations, updated news regarding press releases, events, training etc, in the sector, relevant links as well as information regarding the work performed by the Office of the CVO.

#### 2.7.3 Public Relations

In order to raise awareness about the introduction of the legislation on voluntary organisations, the Office of the CVO held meetings, issued press releases and gave interviews on various media. Among these were the following:

a) *Press*

- 17th February 2008  
Adverts for enrollment with the Commissioner for Voluntary Organisations on Sunday's newspapers namely, The Sunday Times, the Malta Independent on Sunday, Kullhadd, Il-Mument, Maltatoday, Illum, it-Torċa.
  
- 29th April 2008  
Press Release re: Setting up of Council for the Voluntary Sector  
Press Release re: Public Collections with philanthropic, charitable and social aims.  
These releases were sent to The Times, I-Orizzont and The Malta Independent.
  
- 6th June 2008  
Article about Public Collections in The Times.
  
- 7th July 2008  
Interview by Annaliza Borg, The Malta Independent.
  
- 3rd September 2008  
Commissioner was interviewed by Ariadne Massa, The Times.

b) *Television*

- 30th December 2008  
Dissett – "Volontarjat f'Malta"  
The Commissioner, Chairperson and a member of the Council for Voluntary Sector were interviewed regarding the voluntary sector in Malta.

c) *Radio*

- 25th September 2008

The Commissioner was interviewed by Dr Andrew Azzopardi on Campus FM (University Radio).

#### 2.7.4 Public Meetings

- 6th June 2008  
Seminar/Talk organised by Dr Simon Busuttil addressed to all voluntary organisations. The Commissioner was part of the panel of speakers.
- 3rd July 2008  
Public Talk in Gozo at the NGOs Centre (Xewkija). The Commissioner explained the aspects and objectives of the Voluntary Organisations Act. The legal advisor informed participants about the effects of the legislation in practice.

### **2.8 Investigation of Complaints**

There were four requests for investigation in all made to the Commissioner in 2008; two major ones that require lengthy and complex investigation and two others that were more limited and straightforward. Of the latter two, one was resolved and the other seems to have been abandoned by the party making the complaint. Of the two complex ones, one is concluded and the Commissioner is following up to ensure his decisions are implemented. The other was presented in December and is still in its very early stage.

### **2.9 Recommendations to the Minister on legislation and policies**

Throughout the year, Cap 492 of the VOA, as well as the Amendments to the Second Schedule of the Civil Code, Cap 16, have been tested with the purpose of identifying any lacunae that may exist. In view of this fact, draft provisions

have been drawn up by the legal consultants and the Commissioner which have been proposed and are being considered. These include:

- Amendment regarding public statements
- Amendment appointing the Commissioner as main player in the field of public collections giving him the power to issue administrative orders and impose administrative penalties
- More specifications regarding the Council's role
- Ecclesiastical Entities
- Applications lying idle

## **2.10 Assistance in the preparation and review of policies**

The CVO has been in constant communication with the relevant government authorities in order to guide and advise on policies regarding the VO sector and also to ensure that the principles and practices found within the law pertaining to VOs are perfectly understood all round and adhered to. Unfortunately occasions arose where the role of the CVO seemed not to be given due consideration and certain provisions of the law were bypassed or not given due attention. This highlighted the importance of establishing a clear policy vis-à-vis Government's dealings with the voluntary sector.

In this case, if the principles of transparency and accountability that the law was set up to establish for the sector are to be upheld the appropriate principle at work must be to ensure that organisations benefiting from any Government or EU funding, in any form, are registered with the CVO. The CVO is striving to ensure that the Government collaborates fully on the need to support this principle and will explore possibilities to ensure that the message reaches all public officials within the public service and the public sector to guarantee that all policies drawn up vis-à-vis the VO sector adhere to it.

## **2.11 Co-ordination with other entities**

### **2.11.1 Registrar for Legal Persons in terms of the Second Schedule to the Civil Code**

Another function given to the CVO in terms of the law is the establishment of links between the office of the CVO and the Registrar for Legal Persons. In fact, it can be said that this issue was effectively resolved as links are currently being set up between the two in order to ensure that these two offices collaborate closely in order to facilitate registration and enrollment processes for VOs.

### **2.11.2 Management and Personnel Office (OPM) - Secondment of public officers with Voluntary Organisations**

During the year the CVO was approached by the Office of the Prime Minister with the view of taking over the monitoring of public officials seconded by the same OPM with VOs according to the government's scheme in 2009. It was agreed by both sides that for VOs to be eligible for the scheme they had to be registered with the Commissioner, thus establishing the legitimacy of the organisation. It was also agreed that the OPM would consult with the CVO on the allocation of the public officers once the applications process is completed and the selection process begun.

A notice was published in the Government Gazette on 26<sup>th</sup> September 2008 explaining this arrangement and inviting VOs to apply for the release of public officers to work with them or, where this was the case, the renewal of the release of public officers already working with them. The VOs who benefit from the release of a public officer on this scheme are required to submit a report to the liaison officer of the CVO, outlining the progress achieved in relation to the originally specified project for which they were released. The notice also informed that henceforth the CVO's Office will receive these reports and monitor the work of the officers.

### 2.11.3 MEUSAC

During the year the CVO had a number of meetings with MEUSAC (the Malta-EU Steering and Action Committee) mainly relating to the representation of the VO sector on MEUSAC's Sub-Committees. The joint-discussions eventually led to a Memorandum published by MEUSAC establishing the criteria that would govern the selection of VOs in its sectoral committees and establishing the procedures by means of which three representatives from the VO sector will be appointed members of its Core Group.

### 2.11.4 Ministry of Finance - Tax Exemptions

During May, a meeting was held by the CVO and his lawyer with representatives from the Ministry of Finance in order to discuss tax exemptions in relation to VOs. The meeting discussed the adaptation of the laws relating to taxation as they apply to VOs. Both sides agreed that this process of discussion is necessary and useful and broad principles were agreed upon. The actual details of how to go forward is a matter which is still in the process of discussion.

Currently, the office of the CVO is undergoing a review of the fiscal laws in so far as these affect or relate to VOs. In the execution of this exercise, the difficulty which will be faced is that of rationalizing policies relating to the VO sector without replicating functions of existing organisations; and managing the policies applicable to particular purposes which VOs are set up to achieve.

The current practice is for the Commissioner for Inland Revenue to vet VOs to ensure whether they are eligible for exemption from the Income Tax Act. In view of the coming into force of the VOA this practice need not be continued since so long as they are in possession of a certificate of enrollment from the CVO, VOs should be eligible for these exemptions automatically on presentation of their certificate.

If there is a particular policy in place from which only a particular category of the VO sector may benefit (for example the philanthropic organisations), then a new certificate of enrollment is issued catering for this pre-existing classification. Currently there is a “Principal Purpose” stated on these certificates as declared by the entity itself.

A classification is thus being prepared that will enable the sector of VOs in Malta to be understood at statistical level. It is envisaged that collaboration with the National Statistics Office will be sought in order to see what information they already have about VOs and to proceed using that as a basis for classification. Once this classification is in place, a search for the various policies in the law about VOs will follow.

The VAT Act already contemplates a classification of its own (possibly following EU directives policy). This same policy should be translated into the language of the classification developed for VOs so as not to create confusion in the implementation of this law and a table of equivalence might have to be drawn up so that the terms used Europe-wide refer to the Classification developed for VOs in Malta (which should be an international one).

#### 2.11.5 Mediation and the setting up of a Board of Appeal

##### *a) Mediation*

The VOA (under Article 29) empowers the Commissioner to send disputing parties to mediation before the dispute is taken legally further. In view of this a meeting was held by the CVO and his lawyer with the Head of the Mediation Centre situated in Valletta. During this meeting information was given by the Head regarding the role and the work performed by the Mediation Centre. There followed a discussion on how the two sides could collaborate in the future vis-à-vis the mediation process and the law. Moreover a discussion was held regarding the best way in which to organize a set-up for mediation in disputes originating in

the voluntary sector. The setting up of a panel of mediators for the VO sector, as contemplated in the same law was postponed until such time as the Council for the Voluntary Sector is set up. The CVO brought the matter to the attention of the Council in its first meetings and asked it to nominate the panel, which it is in the process of doing.

In terms of the law, the Commissioner or the Board of Appeal following an initial estimate of the Commissioner has the power to quantify the damages caused by lack of observance of his order to mediate. The Proviso to Article 29(2) provides that it is the mediator who may order costs to be borne by persons mediating in bad faith yet there is no mechanism as to quantification. A Euro 120 minimum penalty could be established in this respect.

*b) The Setting up of the Board of Appeal (Article 23 (1))*

The Council commenced the process of considering members to sit on the Board of Appeal for the consideration of the Minister for Social Policy who must eventually appoint it. The function of this important Board is a judicial and an administrative one. Applicants may appeal to it in any case where they feel aggrieved by any decision of the CVO including refused applications, and the CVO may apply to it to make use of his powers (public statements, suspension orders, cancellation orders).

There have been at least three instances when these powers were necessary and the Commissioner had to delay following up as he would have liked to owing to the absence of this Board. It is hoped that it will be established by very early in 2009. The procedures for this to happen were, however, started at the end of this year of report.

## 2.12 Parliamentary Questions

The Office of the Commissioner for Voluntary Organisations received and replied to 8 Parliamentary Questions during 2008.

<b>PQ Number</b>	<b>Subject</b>
1111	NGO's – voluntary organisations
3860	Purchased vehicles
3994	Direct Orders
4023	Contractors offering service to Government
4024	Payment of employees by contractors
4258	Gozitan employees in the Public Service
4259	Retired Gozitan employees
4511	Electric Cars

### Other Events

<u>Date of Meeting</u>	<u>Meeting held with:</u>	<u>Subject</u>
5 <sup>th</sup> February 2008	Accounts Section, Ministry for Social Policy	Budget and Application Fees
29 <sup>th</sup> January 2008	Director Corporate Service, Ministry for Social Policy	Budget for the CVO
29 <sup>th</sup> January 2008	Planning Co-ordination Division, Office of the Prime Minister	EU Funding for Non-Governmental Organisations
13 <sup>th</sup> February 2008	Mamo TCV Advocates	Royal College of Surgeons in Ireland
17 <sup>th</sup> March 2008	Legal advisors	Vetting of Applications

*Office of the Commissioner for Voluntary Organisations*  
2008

8 <sup>th</sup> April 2008	Director Corporate Service, Ministry for Social Policy	Press Releases
30 <sup>th</sup> April 2008	Architect responsible for CVO office	Furniture
16 <sup>th</sup> May 2008	Minister for Social Policy	Work of CVO
28 <sup>th</sup> May 2008	Director Corporate Service, Ministry for Social Policy	Budget and capacity building
3 <sup>rd</sup> June 2008	Minister for Social Policy	Minister and Commissioner for Voluntary Organisations presented certificates to enrolled NGOs
1 <sup>st</sup> July 2008	MEPA	Breakfast Meeting
10 <sup>th</sup> September 2008	Representatives of Malta Sports Council	Collaboration between the two entities
24 <sup>th</sup> September 2008	Conference	The Fight Against Poverty
20 <sup>th</sup> October 2008	Director Corporate Service, Ministry for Social Policy	Capacity building at the office of the CVO
5 <sup>th</sup> November 2008	SOS Malta	Award for Volunteering
18 <sup>th</sup> December 2008	Head MEUSAC	Collaboration between MEUSAC and CVO

*Meetings with various Voluntary Organisations to discuss their work and needs*

2 <sup>nd</sup> June 2008	Meeting with representatives of the National Council of Women
26 <sup>th</sup> June 2008	Meeting with representatives of the Federation of NGOs
2 <sup>nd</sup> July 2008	Meeting with representatives from Friends of the Earth, Malta
21 <sup>st</sup> July 2008	Meeting with National Council for the Elderly
23 <sup>rd</sup> July 2008	Meeting with representatives of Fire and Rescue Unit
27 <sup>th</sup> October 2008	Meeting with People for Change Foundation
19 <sup>th</sup> November 2008	Representatives of Soroptimist International Malta

### **3. Financial Statement**

During 2008, the Government allocated a budget of € 30,000 to the Commissioner for voluntary organisations.

#### **Budget 2008. Fund of Vote 44 – Item 6788**

Office Needs	€ 2,540.04
Honoraria	€ 24,533.38
Publicity	€ 734.21
<b>Total</b>	<b>€ 27,807.63</b>

#### **Personal Emoluments of Vote 44 – Item 6788**

Staff Salaries	€ 24,533,38
----------------	-------------

#### **Income**

Enrollment Fees	€ 7640
-----------------	--------

**Annex 1**                      **List of registered Voluntary Organisations**  
**– end December 2008**

VO/0002	Maltese Mentoring Society
VO/0003	Assocjazzjoni Kunsilli ta' L-Iskejjel (AKS)
VO/0004	Marana Tha' Catholic Charismatic Community
VO/0005	St. Jeanne Antide Foundation
VO/0006	St. Edward's College
VO/0007	Good Shepherd Sisters ( Dar Merhba Bik)
VO/0008	Din L-Art Helwa
VO/0009	Paulo Freire Institute
VO/0010	Jesuit Centre for Faith and Justice
VO/0011	Centru Tbexbix
VO/0012	Malta Institute of Management
VO/0013	YWCA (MALTA) - Young Women's Christian Association
VO/0014	Grupp Missjunarju Kull Bniedem Hija
VO/0015	Mission Fund
VO/0016	Socjeta' Filarmonika Lourdes AD 1977 - (Paola)
VO/0017	Richmond Foundation
VO/0018	Emergency Fire & Rescue Unit (The)
VO/0019	Life Cycle Organisation
VO/0020	National Council of Women
VO/0021	Ghaqda Persuni Neqsin Mis-Smiegh - Malta
VO/0022	Millennium Chapel Foundation
VO/0023	Il-Mahzen
VO/0024	Ramblers Association of Malta
VO/0025	Transplant Support Group
VO/0026	Fondazzjoni Suret il-Bniedem
VO/0027	Ghaqda Muzikali Santu Wistin AD 2007 - (Valletta)
VO/0028	YMCA Valletta
VO/0029	Eden Foundation
VO/0030	Coeliac Association Malta
VO/0031	European Mentoring & Coaching Council (EMCC MALTA)
VO/0032	Fondazzjoni Arka (Respite Centre)
VO/0033	Solidarity and Overseas Service Malta (SOS Malta)
VO/0034	Physically Handicapped Rehabilitation Fund (The)
VO/0035	SPCA
VO/0036	Kunsill Nazzjonali ta' L-Anzjani
VO/0037	Ghaqda Kazin Banda San Filep AD 1851 - (Zebbug)
VO/0038	Island Sanctuary (The)
VO/0039	Malta Gay Right Movement
VO/0040	Noah's Ark Animal Sanctuary

- VO/0041 ADHD Family Support Group
- VO/0042 Malta Federation of Organisations of Persons with Disability
- VO/0043 Multiple Sclerosis Society of Malta
- VO/0044 Equal Partners
- VO/0045 Malta Regional Development and Dialogue Foundation
- VO/0046 Malta Japan Association
- VO/0047 National Cat Society (Thomasina Cat Sanctuary)
- VO/0048 Nature Trust (Malta)
- VO/0049 Ignatian Youth Network - Malta Foundation
- VO/0050 Vers Aghni il-Kelma Maltija
- VO/0051 Assocjazzjoni Voluntarji Lourdes
- VO/0052 BirdLife Malta
- VO/0053 Malta Cancer Foundation
- VO/0054 Street Cat Rescue Malta Organization
- VO/0055 Ghaqda Kazini tal-Banda
- VO/0056 Malta Organic Agricultural Movement
- VO/0057 Animal Rights Group
- VO/0058 Action for Breast Cancer Foundation
- VO/0059 Ghaqda Hbieb Sptar Monte Carmeli
- VO/0060 Biological Conversation Research Foundation
- VO/0061 Malta Parkinson's Disease Association
- VO/0062 Malta Hospice Movement
- VO/0063 Share Malta Foundation
- VO/0064 JRS Malta Foundation (Jesuit Refuge Service)
- VO/0065 Malta Basketball Association
- VO/0066 Friends of the Sick and the Elderly in Gozo
- VO/0067 Hbieb ta' L-Agenzija Sapport
- VO/0068 Fondazzjoni Wens
- VO/0069 Gozo SPCA
- VO/0070 Fondazzjoni Hajja Indipendenti
- VO/0071 Malta Society of Model Makers (The)
- VO/0072 Oasis Foundation
- VO/0073 Club Italia
- VO/0074 Ghaqda Malta-Kuba
- VO/0075 Malta Exercise Health & Fitness Association
- VO/0076 Malta Health Network (The)
- VO/0081 Association of Carers for Stray Animals
- VO/0083 Malta Blood Donors Association
- VO/0085 Razzett Tal-Hbiberija
- VO/0086 Malta Red Cross Society
- VO/0087 Puttinu Cares - Children Cancer Support Group
- VO/0088 Arabic Culture Information Society
- VO/0089 Hair and Beauty Federation (Malta)

- VO/0090 Adult Cancer Support Group
- VO/0091 Friends of the Earth Malta (FOE MALTA)
- VO/0092 Association for Abandoned Animals
- VO/0093 International Tree Foundation (Malta)
- VO/0094 Malta Horticulture Society
- VO/0095 Civil Service Sports Club
- VO/0096 Fibromyalgia Association Malta
- VO/0098 Oikonomos Foundation
- VO/0099 Malta Dental Technologist Association
- VO/0100 Malta Confederation of Women's Organisations
- VO/0101 Flimkien Ghal Ambjent Ahjar
- VO/0103 Migrant's Solidarity Movement
- VO/0104 Malta Amateur Athletic Association
- VO/0106 Forum for Justice and Cooperation
- VO/0107 Ghaqda Zghazagh b'Dizabilita
- VO/0108 Socjeta Agrarja
- VO/0109 Telefono Acrobaleno Malta
- VO/0110 Telefono Acrobaleno
- VO/0111 Malta Historical Vehicles Trust
- VO/0112 Gozo Tourism Association
- VO/0113 Malta Islamic Welfare Fund
- VO/0115 Malta Canine Society
- VO/0116 FIODS Solidarity Foundation
- VO/0117 Fondazzjoni Wirt Artna
- VO/0118 Breast Care Support Group - Europa Donna (The)
- VO/0119 Happy Paws Charity Organisation
- VO/0120 Saint Peter Foundation
- VO/0121 Soroptimist International Malta Club
- VO/0122 Zghazagh Haddiema Nsara
- VO/0124 Lions Club St. Paul's Bay
- VO/0127 St. Gabriel Band Club - (Balzan)
- VO/0128 Ghaqda Muzikali Sant' Elena - (B'Kara)
- VO/0129 Ghaqda ta' Hbiberija Malta - Cina
- VO/0130 Ghaqda Socjo-Muzikali Anici - (Qormi)
- VO/0131 Foundation Meltensis
- VO/0133 Animal Lovers Association
- VO/0134 Stray Animals Support Group
- VO/0135 Moviment Kerygma
- VO/0136 Fondazzjoni Patrimonju Malti
- VO/0139 Foundation For Respite Care Services
- VO/0140 Moviment Missjunarju 'Gesu fil-Proxxmu
- VO/0141 Victim Support Malta
- VO/0142 Oratorju Don Bosco, Ghawdex

- VO/0143 50 Hour Bicycle Marathon
- VO/0144 Ghaqda Korali u Orkestrali 'Maria Bambina'
- VO/0145 Gozo NGOs Association
- VO/0146 Lions Club Sliema
- VO/0147 Malta Association of Physiotherapists
- VO/0151 Faces
- VO/0156 National Parents' Society of Persons with Disability
- VO/0157 Claris Foundation
- VO/0158 Hibernians Budokwai Judo Club
- VO/0160 Ghaqda Dilettanti tan-Nar Maria Bambina Mellieha
- VO/0161 Malta Fitness Industry Association
- VO/0162 Funny Farm Horse Rescue Association (The)
- VO/0167 Chambers of Engineers
- VO/0168 Malta Federation of Professional Association
- VO/0171 Ladies Craft Circle
- VO/0173 Cats and Dogs Shelter
- VO/0176 Forum Genituri Mexxejja
- VO/0178 Zminijietna – Lehen ix-Xellug
- VO/0179 Geriatric Medicine Society of Malta
- VO/0180 Ghaxaq Folk Group (k/a Ghaxaq Folk Ensemble)
- VO/0181 Ghaqda Muzikali u Socjali 'Madonna tal-Karmnu' - (Fgura)
- VO/0185 Moving Theatre
- VO/0186 Ghaqda tal-Muzika San Gejtanu - (Hamrun)

## Annex 2

## Procedure for Enrollment

In order to apply for enrollment with the Commissioner for Voluntary Organisations the following have to be presented:

1. Filled-up Application Form available on the website [www.msp.gov.mt](http://www.msp.gov.mt)
2. An original or notarially authenticated copy of the constitutive deed or statute which is up to date and currently in force;  
The statute must be in line with the Voluntary Organisations Act and must comprise in writing the following information –
  - Organisation is non-profit;
  - Organisation is autonomous;
  - Organisation is voluntary as well as;
  - A dissolution clause (That in the event of termination of the organisation, any remaining assets should be conveyed to another organisation/s with similar aims).
3. Resolution letter to enroll the organisation with the Commissioner for Voluntary Organisations.  
(Eg: During the committee meeting it was resolved to enroll - *name of organisation* - with the Commissioner for Voluntary Organisations).  
This has to be signed by a minimum of 3 committee members and should include their name, surname and ID Card number;
4. Written consent has to be signed by all committee members.  
(Eg: We the undersigned committee members of – *name of organisation* - consent to hold office after enrollment with the Commissioner for Voluntary Organisations);

This has to be signed by **ALL** committee members and should include their name, surname, ID Card number and their address;

5. Annual Accounts (Signed by at least 1 Authorised person);
6. Annual Report (Signed by at least 1 Authorised person);
7. Application Fee (40 Euro);

