



# समाज कल्याण परिषद्



केन्द्रीय कार्यालय  
पुल्चोक  
ललितपुर, नेपाल

पत्र संख्या

ब.न. 3935

All INGOs in Nepal,

Through, Association of International INGOs and NGO Federation of Nepal

**Sub: Policy Framework for I/NGOs to carry out Preparedness and Response Activities related to Corona Virus Pandemic 2019 (COVID19).**

The Social Welfare Council is pleased to announce the Policy Framework for INGOs to carry out preparedness and response activities related to COVID 19. This framework is approved as per the decision made on April 1st, 2020 by SWC from the Chairperson level. The following frameworks are in line with plan, policies and decisions of Government of Nepal:

1. INGOs are highly encouraged to raise international fund for new project proposals for short term and long term preparedness and response to COVID 19 and submit those in line with the policy and plan of the Government of Nepal for an approval. SWC will provide approval in a fast track process, within one week.
2. INGOs are requested to deviate twenty percent (20%) of approved budget mentioned in the existing Project Agreements to preparedness and response to COVID -19 immediately. The amendment proposal should be submitted for deviating the fund within one week from the date of issuance of this policy framework for the period of two months. SWC will approve the amendment proposal within three days. INGOs have to submit the progress reports to SWC after completion of works.
3. The amendment proposal should include the following activities in priority order:
  - a. Provide health equipment/materials to government and health facilities, government bodies, government and community based hospital, quarantine, isolation and shelter facilities receiving a prior consent of the Ministry of Health and Population. The quality standard of the equipment and materials should be in accordance with Department of Health Service.
  - b. Provide relief materials/food or cash support to needy population in coordination with the local government as per the standard issued by the Ministry of Finance.
  - c. From the date of issuance of this policy directive, new expenses on awareness campaign should be made under the consolation of SWC.
4. Project activities carried out by INGOs should be in line with the standards prescribed by the MOHP. Distribute relief materials in line with Relief Distribution Standard, 2076 issued by the Ministry of Finance. Distribute relief material in coordination with Local Government bodies. Priority for relief materials distribution should be given to the beneficiaries as specified in the standard.
5. SWC may recommend INGOs in selecting relief distribution locations as per the need.

पोष्ट बक्स: २९४८, काठमाडौं, फ्याक्स +९७७-०१-५५५५७७८,

टेलिफोन नं.: ०१-५५५५४४८, ५५५५४९४, ५५५५४९५, इमेल: info@swc.org.np, Website: www.swc.org.np



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6. Based on requests made by the INGO/AIN, SWC will recommend to the Ministry of Women, Children and Senior Citizen and concerned ministries for the following:
  - a. Upon the notification of the order, SWC will immediately recommend for tax exemption and duty free of health equipment and materials to the concerned ministries.
  - b. Extension for GA and PA for next six months if it is ending during this crisis period.
  - c. Postponement of pre-scheduled evaluations those are due before the renewal of GA or PA.
  - d. Equal application of visa relaxation to the expats working in INGOs.
7. Contact any time to Shiva Kumar Basnet, Officiating Member Secretary, Durga Prasad Bhattarai, Deputy Director and Ramraj Bhattarai, Deputy Director for effective facilitation and coordination.
8. INGOs are requested to send email in the following email address for a request of Amendment Proposals, services and facilitations:
  - i. Shiva Kumar Basnet, Officiating Member Secretary  
Email: [meshivabasnet@gmail.com](mailto:meshivabasnet@gmail.com) | Mobile no: 9841360774
  - ii. Durga Bhattarai, Deputy Director  
Email: [helpingswc@gmail.com](mailto:helpingswc@gmail.com) | Mobile no: 9841523320
  - iii. Ramraj Bhattarai, Deputy Director  
Email: [bhattarairr@hotmail.com](mailto:bhattarairr@hotmail.com) | Mobile no: 9841206848
  - iv. Anand Thapa, Assistant Director  
Email: [aananthapa@gmail.com](mailto:aananthapa@gmail.com) | Mobile no: 9849810230

SWC would like to express its gratitude to INGOs/AIN and its member organizations showing willingness and making commitment to carry out preparedness and response activities related to COVID 19.

Thank you.

Warm Regards  
Shiva Kumar Basnet  
Officiating Member Secretary, SWC

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