Applications

Instructions for current and potential applicants for consultative status with ECOSOC.

We are currently experiencing technical difficulties with our iCSO database.

We understand that this may cause inconvenience and we do appreciate your patience.

<u>Please refer to the below guidance on how to proceed while we implement</u> <u>improvements.</u>

Thank you for your understanding.

1. What is Unavailable?

Several key features are <u>temporarily unavailable</u> until the system is back online. These include:

- New Profile Creation: You won't be able to create new profiles for your NGO.
- Creating New Applications: No new applications can be created
- **Submitting Existing Applications:** Applications that were prepared in the past cannot be submitted yet.
- Modifying Applications: Making changes to existing applications is not possible
- Accessing Applications: You will not be able to view or retrieve your existing application.
- Inquiries to NGO Branch: The NGO Branch is unable to respond to questions about the status of your application.
- **Responding to Committee Queries:** You are unable to respond to questions raised by the ECOSOC Committee on NGOs (for deferred applications only)

2. What Can You Do Right Now?

Though the system is down, there are several important steps you can still work on:

A. Prepare Your Application Offline:

Put together all the information you need to prepare your new application. Kindly refer to our available online resources, such as the document "Questionnaire of the Application for Consultative Status" in either <u>English</u> or <u>French</u>. This will ensure that, when the system is back online, you can quickly complete your submission.

B. Organize Documentation:

Make sure all required documents (i.e., proof of existence, constitution, and financial statements) are properly organized, and ready for upload once the system is operational again.

3. Have you already applied? Here is what you need to know:

- If you have submitted your application already and received a confirmation message, rest assured that your application has been well received and will be reviewed by the NGO Branch following the steps described <u>here</u>.
- Any deadlines associated with your application prior to the system outage will be restarted once the system is back online. This means that you will have the full amount of time originally given to complete any required actions or respond to inquiries after the system is restored.
- The NGO Branch will resume its application review as soon as the system is operational again and will notify you if additional information is required through the profile headquarters' e-mail address provided.
- Applications received by the NGO Branch before 15 June 2024 are currently scheduled to be reviewed by the ECOSOC Committee on NGOs during the 2025 session. Application received after this date are slated for review in 2026.