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## **Islamic Emirate of Afghanistan**

### **Ministry of Economy Office of the Chief of Staff Correspondence Sub-directorate General Department for correspondence**

Circular No: 208/Receipt No (125)

Date: 27 September 2023 (1445/3/12)

**Circular to** all Provincial Directorates of Economy

**Subject:** Guidance of His Excellency Minister of Economy for the provincial directorates of economy and non-emirate organizations to explain their duties.

In order to explain the affairs related to the activities of non-governmental organizations that will lead to transparency in the implementation of related projects at the provincial level, the following instructions are hereby presented:

1. Donors must consider the priorities and needs of the society, sectors, and sustainable goals before announcing their projects and paying serious attention to them.
2. Monitoring projects implemented by non-emirate organizations at the provincial level should be in accordance with the needs and priorities of the province.
3. Projects implemented by non-emirate organizations must have a product and result proportionate to their costs.
4. Organizations must secure approval from the sectoral authorities and obtain reapproval from the Economy Directorates for the implementation and progress of projects, as detailed in their semiannual reports. These approved documents must be attached to the reports recorded in the online registration system and submitted to the Ministry of Economy. Reports submitted without the requisite approval documents will not be accepted.
5. Non-Emirati organizations are prohibited from initiating project implementation without obtaining a Memorandum of Understanding from the relevant sectorial authority. Additionally, these organizations must secure an introduction letter from the Monitoring and Evaluation Directorate, ensure its receipt by the Economy Directorates, and coordinate with the specific government sector. Failure to adhere to these legal procedures will be deemed unauthorized conduct. The organization will then be held liable for subsequent responsibilities, and the ministry will issue an order to halt the project.

6. Organizations are required to address any potential issues with projects in collaboration with the sectoral authority and the Economy Directorate, as needed.
7. The potential problems regarding the implementation of projects will be resolved at the provincial level through Provincial Development Council (PDC) meetings and sector meetings under its command, and other illegal committees that interfere in the activities of the organizations will be abolished.
8. Organizations must prohibit activities that are ethnic, racial, or political in nature.
9. Organizations should observe the indicators and infrastructural goals and the public interests of the country in implementing their projects.
10. Donors and organizations cannot conduct and implement any type of workshops, seminars, and events without the coordination and permission of the Ministry of Economy in the center and provinces.
11. Organizations cannot simultaneously recruit a person for two or more projects and pay his salary from various projects unless the percentage of wages paid to the employee from several projects is clear.
12. Organizations must consider qualifications, education, and transparency when hiring employees. They should prioritize qualified Afghans and, to the extent feasible, avoid recruiting foreign employees.
13. Organizations cannot calculate the rent of their offices in each project
14. Organizations are obliged to invite the representative of the Ministry of Economy as an observer in the process of logistics, transportation, and construction contracts.
15. The monitoring of the offices of the organizations is the sole authority of the Ministry of Economy, and no other organization has the right to intervene. If any entity of the Islamic Emirate wants to monitor the offices of the organizations, this should happen in coordination with the Ministry of Economy.
16. Organizations' assets are considered part of the public treasury or Bait al Maal. Organizations must strictly avoid transferring any form of their movable or immovable assets to Emirati or non-Emirati entities<sup>1</sup> or selling them at auction without the coordination and guidance of the Ministry of Economy.
17. Organizations are obliged to provide the Monitoring and Evaluation team of the Ministry of Economy with all the necessary facilities required for project-based organizational monitoring and evaluation.
18. All organizations are obliged to share the exact address of their central and provincial offices with the Ministry of Economy in the center and provinces.

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<sup>1</sup> Translator's Comment: "Non-emirate organization" most likely refers to what was previously known as "non-governmental organizations" (NGOs).

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19. Organizations cannot establish their field office at the province and district level without the ministry's letter and the coordination of the Directorate of Economy.
20. All organizations must register their projects, special visa requests, customs exemptions for vehicle plates, and telecommunication devices in the Ministry of Economy's online registration system and comply with legal procedures.
21. All heads of organizations who are abroad must have a physical presence in the country. The heads and first ranks of executive directors of the organizations are given a two-month moratorium effective from the issuance of this letter to come to the country. If they do not come to the country after the expiration of the mentioned term, the Management Board of the organization is responsible for taking action regarding the selection of the president and other new officials for the organization with coordination and the presence of the representative of the Ministry of Economy. If the mentioned points are not followed, the organization shall be abolished.
22. Organizations must open bank accounts for all their employees in both central and provincial locations. Districts and villages lacking banking services are exempt from this requirement.

The above instructions are shared with you for the purpose of implementation. Please pay serious attention in this regard and assure the Ministry of Economy from time to time accordingly.

Regards,

**Al Haaj Qari Din Mohammad Hanif**

**Minister of Economy**

**Copies to:**

Finance deputy ministry / Non-Emirate Organizations' oversight and monitoring directorate / Directorate for coordination of Non-Emirate Organizations /ACBAR