



## REPUBLIC OF SOUTH SUDAN

Relief and Rehabilitation Commission (RRC)

Headquarters Juba

22/09/2023

**Mrs. Cissy Kagaba**  
Director,  
South Sudan NGO Forum,  
Juba.

**Issuance of Memorandum of Understanding at the Directorate of International Health and Coordination**

The Office of the Registrar has duly been notified by the Director General for International Health and Coordination, National Ministry of Health to inform all humanitarian partners who are implementing health services/projects to apply or renew their Memorandum of Understanding with the National Ministry of Health.

In light of the above, the Office of the Registrar writes to request your office to notify all partners/NGOs implementing health projects in the country to respond accordingly. Find attached copy of the letter with the requirements.

Looking forward for your continued cooperation.

With kind regards,

**Dominic Michael Genge**

Registrar General of NGOs  
Relief and Rehabilitation Commission  
Juba, South Sudan



**Cc: Chairperson of RRC-Juba**  
**Cc: DG for International Health & Coordination**  
**Cc: Director of Operation and Compliance**  
**Cc: File**

# The Republic of South Sudan



## Ministry of Health

18/09/2023

To

All Health Partners  
Supporting Health services in South Sudan  
Office of Chief Registrar (RRC Juba)

Dear all

**Ref: Ministry of Health is Now Issuing Memorandum of Understanding Registration in the Directorate of International Health and Coordination.**

This note is to inform all health partners implementing health services and prospective partners to apply or renew their Memorandum of Understanding (MOU) with Ministry of Health Republic of South Sudan. Now we are issuing for new MOU with certificate.

Requirements are as follows:

1. Old copy of MOU
2. Letter of request for new applicants or renewal of old MOU
3. Company profile, annually report.
4. Fee for registration will be share after board review and approval.

All health partners are welcome to register with Ministry of Health through Directorate of International Health and Coordination. However, the Ministry of Health is aware of health partners which are currently operating with expired Memorandum of Understanding in South Sudan. Therefore, the Ministry of Health valid certificate will be required by Relief Rehabilitation Commission for health partner to register or renew their registration.

Yours Sincerely



Dr Malek Santo Deng  
Director General for International Health and Coordination  
Ministry of Health, Republic of South Sudan, Juba.  
CC. Office of Minister for Health  
CC. Office of Undersecretary  
CC. Office of Chief Registrar of NGOS (RRC JUBA)



# The Republic of South Sudan



## Ministry of Health

*Office of the Undersecretary*

TO WHOM IT MAY CONCERN

6<sup>th</sup> September, 2023

Dear all,

**REF: NEW RATE FOR MEMORANDUM UNDERSTANDING**

The Ministry of Health, Republic of South Sudan Directorate of International Health and Coordination is hereby to inform all our partners in health sector and humanitarian agencies which provides health services in Refugees Camps, returnees, and Internally Displace Persons.

The new announcement for Memorandum of Understanding fees for services under Ministry of Health.

	PARTICULARS FOR AGREEMENT	FEES	DURATION
1.	Community Based Organization	\$100	ONE YEAR
2.	Faith Based Organisation	\$100	ONE YEAR
3.	National Non-Governmental Organisation	\$500	ONE YEAR
4.	International Non-governmental Organisation	\$1000	ONE YEAR
5.	Corporations in health services	\$1000	ONE YEARS

For the partners which are working in health sector with expired Memorandum of Understanding will be fine for not renewing the MOU with Ministry of Health. The fine will be referred to the panel to decide the cost.

The Ministry of Health board members under Directorate of International Health and Coordination will review the MOUs applications and clear it for approval by Director General for International Health and Coordination, Ministry of Health, Republic of South Sudan.

We thank health partners for supporting health and wellbeing of the South Sudanese people and we would like to keep this partnership.

Yours Sincerely,

Dr. Ader Macar Aciek

Undersecretary,

Ministry of Health, Republic of South Sudan, Juba





**Republic Of South Sudan - Ministry Of Health**  
**Directorate of International Health and Coordination**

**Memorandum Of Understanding**

*Certificate*

**OFFICE OF THE DIRECTOR GENERAL FOR INTERNATIONAL HEALTH AND COORDINATION, MINISTRY OF HEALTH, REPUBLIC OF SOUTH SUDAN.**

The undersigned as Director General for International Health and Coordination Ministry of Health, does hereby certify that the attached is a true and correct copy of each document on file in this as described below:

**Status:** GOVERNMENT INSTITUTION

**MINISTRY OF HEALTH REPUBLIC OF SOUTH SUDAN.**

**FILE NUMBER #002300000**

Certificate of formation

**September 13<sup>th</sup>, 2023 – September 12<sup>th</sup>, 2024**

In testimony whereof, I have hereunto signed my name officially and caused to be impressed hereon the seal of the Directorate of International Health and Coordination, Ministry of Health, Republic of South Sudan.



**Dr Malek Santo Deng**  
**Director General for International Health and Coordination**  
**Ministry of Health, Republic of South Sudan, Juba.**