

-PLRCAP HUB POLICY-

-INTERNAL-

# PLRCAP HUB Membership Policy

South Sudan | January 2026

## 1. Purpose

This Membership Policy establishes eligibility criteria, approval processes, member obligations, review mechanisms, and disciplinary procedures for participation in the Promoting Local Response Capacities and Partnerships (PLRCAP) Hub.

The objective is to ensure credibility, fairness, accountability, and responsible participation within the Platform.

## 2. Scope

This Policy applies to all registered members of the Platform, including:

- National NGOs (NNGOs)
- Civil Society Organizations (CSOs)
- Community-Based Organizations (CBOs)
- International NGOs (INGOs)
- Individual Experts

Guests are not considered members and have limited access rights.

## 3. Membership Categories and Eligibility

### 3.1 National NGOs / CSOs / CBOs

To qualify, organizations must:

- Be operating in South Sudan;
- Be registered with the South Sudan NGO Forum (where applicable);
- Provide valid organizational registration documentation;
- Submit accurate information regarding operational presence and thematic focus;
- Confirm authority of the individual submitting the application.

Administrative approval is required prior to activation.

### 3.2 International NGOs

Must:

- Provide verified organizational information;
- Confirm operational engagement or partnership interest in South Sudan;
- Complete email verification;
- Comply with Platform conduct standards.

Administrative validation may be conducted where necessary.

### 3.3 Experts

Must:

- Submit CV and relevant credentials;
- Declare areas of expertise and availability;
- Confirm accuracy of qualifications;
- Disclose potential conflicts of interest when engaging in mentorship or advisory roles.

Administrative review and approval required.

### **3.4 Guests**

- Limited access;
- Basic registration and consent required;
- No access to restricted mapping or member-only content.

## **4. Verification and Due Diligence**

The Platform Secretariat reserves the right to:

- Verify submitted documentation;
- Request additional information;
- Conduct periodic profile reviews;
- Cross-check public registration status;
- Request updates to outdated information.

Failure to cooperate with verification requests may result in suspension.

Verification through the Platform does not constitute endorsement, certification, or funding eligibility.

## **5. Member Responsibilities**

Members must:

- Provide accurate, current, and truthful information;
- Maintain updated profiles;
- Ensure uploaded data does not expose staff or communities to harm;
- Use mapping and partnership data responsibly;
- Respect confidentiality of restricted information;

- Refrain from political, military, or regulatory misuse of Platform data;
- Avoid misrepresentation of Platform affiliation;
- Act in good faith when engaging other members.

Members are solely responsible for the information they upload.

## 6. Data Integrity and Mapping Conduct

Given the sensitivity of localisation mapping:

- Members must not upload misleading operational presence data.
- Members must not manipulate mapping information for competitive advantage.
- Members may not export, scrape, or externally publish restricted data without written authorization.
- Mapping data must not be used for targeting, regulatory enforcement, or reputational harm.

Violation of these provisions may result in immediate suspension.

## 7. Conflict of Interest

Members, particularly Experts and organizations participating in mentorship or partnership facilitation, must disclose conflicts of interest that may affect impartiality.

Failure to disclose relevant conflicts may result in suspension.

## 8. Membership Review and Renewal

The Platform may conduct periodic reviews of membership status.

Membership may be subject to:

- Annual verification;
- Profile update confirmation;
- Compliance review.

Inactive accounts may be deactivated after prolonged inactivity.

## 9. Suspension and Termination

Membership may be suspended or terminated where:

- False or misleading information is submitted;
- Platform rules or Terms of Use are violated;
- Data misuse occurs;
- Conduct creates legal, security, or reputational risk;
- Regulatory or compliance concerns arise.

The Secretariat may impose:

- Temporary suspension;
- Restricted access;
- Permanent termination.

Where feasible, members will be notified and may submit written clarification for review.

The Platform reserves the right to act immediately in cases of serious risk.

## 10. Appeals

Members whose accounts are suspended or terminated may submit a written request for reconsideration within 14 days of notification.

Appeals will be reviewed by the Secretariat and, where necessary, escalated to designated oversight leadership.

Decisions following review are final.

## 11. Credibility and Trust Tools

Any verification badge, trust index, or credibility indicator provided by the Platform:

- Is indicative only;
- Does not replace independent due diligence;
- Does not imply endorsement by donors or regulatory bodies.

Members may not represent Platform indicators as certification or guarantee of funding eligibility.

## 12. Limitation of Liability

Membership in the Platform does not create legal partnership, agency, or joint liability between members or between members and the Platform.

The Platform is not responsible for outcomes of partnerships formed through its services.

## 13. Amendments

This Policy may be amended to reflect operational, legal, or governance developments.

Continued use of the Platform constitutes acceptance of updated provisions.

### Policy revision history

Version	Date	Policy revisions
v1.0	01 January 2026	First version