



AYHED

CORPORATE IDENTITY

GUIDE

AYHED'in

Vision and Mission



The Association for Access to the Right to a Fair Trial (AYHED) was founded in Adana in 2019 by a group of rights defender lawyers as an organization of lawyers. **AYHED** carries out judicial and legal work by its expert lawyers for the protection of disadvantaged groups and human rights defenders in the field of women / children / prisoners and refugee rights. AYHED develops solutions and legal processes for reporting and remedying violations of rights.

VISION: To be an effective and reputable institution that works in partnership with all individuals and institutions fighting for the rule of law and human rights values, works for the development of human rights law, access to justice and awareness of the pursuit of rights, struggles for the vitalization of basic human rights values with access to justice and law for individuals and collective rights-seeking groups in the perspective of gender equality mainstreaming without any socioeconomic differences.





MISSION :To protect and promote human rights, to work for the guarantee of the right to equal treatment of persons, to effectively combat torture and ill-treatment, to carry out judicial and legal work for the protection of human rights defenders and access to justice for disadvantaged groups in the field of women / children / sick prisoners / LGBTI + / disabled and refugee rights, To fight against impunity, to develop solutions and legal processes for reporting and remedying violations of rights, to increase the welfare, peace and happiness of people with the basic principle of continuous improvement by strengthening access to Rights and Justice, which works to establish a life worthy of human dignity.

General Activities of AYHED

- 1-** To carry out judicial and legal work for the access of disadvantaged groups to justice and the protection of human rights defenders in the field of women / children / sick prisoners / LGBTI + / disabled and refugee rights, to combat impunity, to develop solutions and legal processes for reporting violations of rights and remedying violations of rights,
- 2-** To increase awareness of fundamental rights and freedoms guaranteed by national and international conventions in the field of Human Rights law and to provide trainings on applications to national and international protection mechanisms,
- 3-** To ensure that every victim who wants to access justice is aware of the Individual Application to the Constitutional Court and the ECtHR, to strengthen domestic law, to increase the professional capacity of lawyers in this context, to monitor strategic litigation processes, to strengthen laws and to influence legislators through advocacy and campaigning,
- 4-** To document the current situation of Human Rights Defenders whose rights are violated and whose work is prevented due to the pressure of the Law Enforcement and Judicial institutions, to monitor their legal processes, to undertake their advocacy, to carry out supportive and protective work.
- 5-** To contribute effectively to the mainstreaming of Gender Equality in political and legal life.
- 6-** To contribute to the development of a strong, participatory, progressive and 2 independent civil society and to contribute to the development of individual and collective rights through work in the field of Human Rights Law.

Principles and Values of AYHED

AYHED embraces Universal Human Rights values and Universal Legal Principles,

AYHED considers the values of Human Rights and the positive universal principles of human rights law as a supreme value and is independent of all political, ethnic, religious, etc. groups and States.

AYHED works in all areas of human rights without establishing any hierarchical relationship between all categories of human rights,

AYHED collaborates with all individuals and organizations fighting for the rule of law and human rights values,

AYHED works for the development of Human Rights Law, access to justice and awareness of the pursuit of rights,

AYHED fights for the access of individuals and collective rights-seeking groups to justice, law and the vitalization of fundamental human rights values, regardless of any socio-economic differences,

AYHED prioritizes access to justice for disadvantaged individuals and groups in society,

AYHED respects the personal rights of individuals and attaches utmost importance to the protection of personal data,

AYHED respects all rights and freedoms recognized in international conventions.

AYHED is against all forms of discrimination and perceives differences as richness.

AYHED adopts a participatory and pluralistic understanding of democracy as a way of life. AYHED is an organization that produces applicable and fast solutions and is in the life.



AYHED's Functional Priorities:

**Strengthen its own institutional structure,
To contribute to the development of a strong, participatory, progressive and independent civil society,
To support the development of individual and collective rights through its work in the field of human rights law..**

AYHED and its identitarian priorities:

It does not discriminate on the basis of age, gender, sexual orientation, economic status, political opinion, philosophical orientation or religious belief

AYHED's methods:

- **Uses all methods that are in line with its perspective, purpose and principles and that are not against the law**
- **It relies on formulating strategies, tactics and action plans as an ongoing methodological choice in order to put its perspective into practice.**
- **Uses measurable indicators to assess the progress, results and impact of projects.**
- **It follows planning processes based on participatory, joint decision-making in determining needs and implementation methods.**



Field of Activity and Working Method of the Association

The compulsory organs of the Association are as follows:

- General Assembly (GA)
- Board of Directors (BoD)
- Supervisory Board (SC)

Organizational Mission of the Board of Directors:

The BoD is the highest decision-making body of AYHED in the period between two General Assemblies. The BoD is a structure charged with protecting and representing the interests of its members and has authority and accountability as a whole, not as individual BoD members. In addition to the duties set out in the Law on Associations and the Statute of the Association, the BoD undertakes the following duties:

- To protect AYHED's vision, core values and mission,
- To ensure the effective development of the Association's members and volunteer human resources.
- To make foresight studies on the future of AYHED, to create the Strategic Plan of the Association and to follow its effective implementation,
- To formulate the necessary policies for the functioning of the Association and to guide and support the General Coordinator in the realization of these policies,
- Determining the General Coordinator and project coordinators, monitoring, directing and supervising their work,
- To ensure the preparation of the periodical and annual budgets within the framework of the decisions of the AYHED General Assembly, to finalize them and to monitor their implementation,
- To ensure the appropriate and prudent use of AYHED's resources and to provide a transparent and accountable administrative and financial management,
- Monitoring and evaluating and taking necessary steps for the healthy functioning of AYHED,



Chairman of the Board:

The responsibilities of the Chairman of the BoD are as follows:

- To ensure the full and effective realization of the Board's responsibilities as specified in the Charter, the Board's mission and job description,
- To represent the Association before civil society, public institutions, real and legal persons,
- General work program Responsibilities, Monitoring processes and coordinate evaluation results through delegation and assignments, Communicate effectively with CSOs on behalf of the Executive Board,
- To take the necessary and delegated decisions in the interim between meetings together with the members of the Executive Board assigned to the relevant subject,
- Ensuring communication between the Executive Board and the General Coordinator, taking primary responsibility for supporting and informing the General Coordinator,
- Creating an inclusive and collaborative team atmosphere within the EB and between the EB and the General Coordinator,
- In consultation with the Executive Board and the General Coordinator, prepare the agenda and work plan of the Executive Board and chair the meetings efficiently.

Treasurer Member:

The responsibilities of the Treasurer Member are as follows:

- To oversee the financial benefits of AYHED, to analyze risks and to inform the Executive Board about future trends and threats,
- Establish and monitor annual budgets and ensure communication between the General Coordinator and the Executive Board on financial matters,
- Providing advice and direction to the Executive Board on the areas of financial matters for which it is responsible,
- To report to the general assembly on the financial well-being of AYHED and to present audited accounts and future budgets.

Secretary Member:

Responsibilities of the Board secretary member: In communication with the Chairman and the General Coordinator, prepare the agenda of the Executive Board meetings, ensure that the decisions taken at the meetings are recorded in the decision book and archived.



Chairman of the Board:

- To manage the work and operations of the Association, to coordinate administrative, legal and financial transactions, to ensure that the work and transactions are carried out in accordance with the laws, the Association's statute, the Association's Strategic Plan and the decisions of the Board of Directors,
- To create the necessary conditions for all employees of the Association to work efficiently and effectively,
- To ensure regular coordination with members who have executive duties within the Executive Board of the Association,
- To coordinate the necessary preparatory work for the Board of Directors and General Assembly meetings of the Association,
- To coordinate the Strategic Plan studies of the Association,
- To ensure the preparation of the Association's budget and financial analysis and to coordinate the implementation within the framework of the decisions of the Executive Board,
- To coordinate the publishing activities of the Association,
- The General Coordinator, in cooperation with the Executive Board, undertakes the leadership, management and administration functions of STGM. His/her duties are as follows:
- To fulfill the corporate representation on behalf of STGM within the framework of the authority given by the BoD, To produce opinions and ideas for the BoD and civil society,
- To develop project and initiative ideas for the Association and to carry out fundraising activities for the adopted ideas,
- To coordinate the services that the Association outsources such as financial advisors,
- To ensure the general coordination of the projects carried out by the Association, to make official correspondence of these projects, including the contracting authorities, to assign employees to work in these projects, to propose contract amendments and to prepare and / or ensure the preparation and delivery of financial and technical reports,
- Receiving, reviewing, monitoring, directing and supervising the work of Project Coordinators,
- To manage the Economic Enterprise of the Association, to develop business, to prepare and approve proposals, to ensure the provision of services and to carry out financial transactions,
- Managing crisis situations together with the BoD,
- Taking the necessary measures to establish and maintain a harmonious and conflict-free working environment within the office.
- To make permanent and temporary assignments of employees in and out of the city. Creating working positions within the context of projects or institutionally, determining the profile, duties and responsibilities for these positions,

AYHED Board of Directors may appoint one or more Deputy General Coordinators in line with the needs. The duties and authorities of the Deputy General Coordinators are determined in the appointment decision. The Deputy Chairman of the Board: 7 General Coordinator shall deputize the General Coordinator in his/her field of duty and shall assume his/her responsibilities and use his/her authorities.





Association for Access to the Right to a Fair Trial