1. Basic Information

1.1 CRIS Number: […]

1.2 Title: Support to Turkey’s Capacity in Combating Illegal Migration and Establishment of Removal Centres for Illegal Migrants

1.3 Sector: [JLS]

1.4 Location: Turkey

Implementing arrangements:

1.5 Implementing Agency:
The Central Finance and Contracts Unit (CFCU) will be Implementing Agency and will be responsible for overall coordination and monitoring of project implementation, all procedural aspects of the tendering process, contracting matters and financial management, including payment of project activities.

The Director of the CFCU will act as Programme Authorizing Officer of the project.

Mr. Muhsin ALTUN (PAO-CFCU Director)
Central Finance and Contracts Unit
Phone: +90 -312- 295 49 00
Fax: +90 -312- 286 70 72
E-mail: muhsin.altun@cfcu.gov.tr
Address: Eskişehir Yolu 4.Km. 2.Street. (Halkbank Kampüsü) No:63 C-Blok 06580 Söğütözü/Ankara Türkiye

1.6 Beneficiary:
Department of Foreigners Borders and Asylum of the General Directorate of Security under the Ministry of Interior will be the beneficiary.

Department of Foreigners Borders and Asylum
İlkadım Caddesi No: 89
06100 Dikmen
1.7 Overall cost: € 19,433,333

1.8 EU contribution: € 15,000,000

1.9 Final date for contracting: 2 years after signature of the FA

1.10 Final date for execution of contracts: 4 years after signature of the FA

1.11 Final date for disbursements: 5 years after signature of the FA

2. Objectives

2.1 Overall Objective:

To reform the overall system of controlling illegal immigration in line with the EU standards and practices.

2.2 Project purpose:

In controlling illegal migration, to strengthen the institutional capacity and to introduce standards for legislative and administrative alignment with the EU *acquis* and best practices.

2.3. Link with AP/NPAA/ EP/SAA

2006 Accession Partnership

Short-term priority:

- Continue efforts to implement the National Action Plan on Migration and Asylum, to combat illegal migration and to conclude urgently a readmission agreement with the EU.

Medium-term priority:

- Adopt and implement the *acquis* and best practices on migration with a view preventing illegal migration.

The objectives set out in this project furthermore reflect the priorities nos. 1, 2 in chapter 24.4 of the Turkish Government’s 2003 NPAA. These are:

- Identification of training needs of the personnel and developing training programmes based on the needs identified;
- Establishment of removal centers for aliens.
2.4. Link with MIPD


MIPD identifies the relevant priorities and actions required to address the three objectives of the pre-accession strategy.

The Institution Building component, representing the largest budgetary allocation, will address all three objectives.

As concerns the adoption and implementation of the acquis, the main areas of activity, reflecting the volume of legislation to be transposed and implemented as well as the investments required, will be: agriculture and food safety; justice, liberty and security (particularly border management; migration and visa policy; and international cooperation among law enforcement agencies); and environment.

According to the first component of the MIPD (Multi-annual Indicative Planning Document for Turkey), I- Institution building; for 2007-2009, the eligible areas of intervention for the Institution Building components are defined by the Accession Partnership.

The priorities for assistance under the Institution Building component will be transposition and implementation of the Acquis for the migration and asylum policy, Border management; Visa policy and practice, Fight against organised crime, drugs under the chapter of Justice, Liberty and Security.

2.5. Link with National Development Plan

According to point 727 of the 9th National Development Plan, to efficiently manage asylum and migration flows, a separate Asylum and Migration unit will be established and necessary legislative and administrative arrangement will be made in order to set up reception and removal centers on border regions.

2.6 Link with national / sectoral investment plans

This project is linked NAP on Asylum and Migration and NAP on Integrated Border Management.

3. Description

3.1 Background and justification:

Turkey, at the crossroads of Asia, Middle East and Europe, bordering eight countries and lapped by 5,000 miles of coastline, has seriously been confronted with various forms of this transnational crime, which without doubt, pose a threat to its social order, human and democratic values.
As a consequence of various developments taking place at the regional and global level, Turkey, due to its geographical situation, needed to tend an ever-growing illegal migratory pressure.

Turkey is in a situation of receiving illegal immigrants from Iraq, Afghanistan, Pakistan, Iran, Bangladesh, Somali, Mauritania, Palestine and other Asian and African countries who are mainly entering to the country illegally, especially from mountainous, rough green borders in the eastern and south eastern region of the country, trying to go to EU countries.

People from Balkan States and Commonwealth of Independent States (CIS) often choose Turkey as a target country to work and stay.

Turkey can be also described as a source country for its citizens trying to go to EU countries.

Statistics on the illegal migrants apprehended by the law enforcement agencies in the last three years are as following:

- 2004: 61,228
- 2005: 57,428
- 2006: 51,983

It is also expected that the migration flows towards Turkey will increase in next years along with EU membership of Turkey.

Although there are “guesthouses” with the capacity of approximately 900 persons in various parts of the country, there is no centre as such devoted for the purpose of controlling the illegal migrants to be removed.

Despite so many efforts within the framework of EU accession process, law enforcement’s combating strategies, there is deficiency in the institutional capacity to process, keep under control and return the apprehended/readmitted/to be removed illegal migrants.

For a proper and swift management, illegal migrants should be accommodated in removal centres pending procedures for readmission to their home countries. For these centres, the fulfilment of humanitarian standards is indispensable. It is foreseen to employ qualified staff in these centres having been trained in migration and asylum law and procedures. Furthermore, these centres will provide the basis for the later establishment of a specific asylum/migration unit taking over the responsibilities of the Department of Aliens, Borders and Asylum of the General Directorate of Security within the Turkish National Police of the Ministry of Interior, which is currently the main actor in charge of handling asylum and migration procedures.

Turkey’s effort in this field will -in a broader sense- facilitate coordinated migration policies between different countries in a world where migration has become a determining feature of international relations and can as such no longer only be handled by nation-specific actors. Furthermore, based on a successful implementation of those centres, Turkey can play a leading role for determining further standards of such policies.
The National Action Plan on Asylum and Migration\(^1\) is the major step taken in “harmonizing Turkey’s procedures and practices for asylum and migration with EU standards”, whereby “burden-sharing” is also mentioned - that means material support should be given to Turkey for the infrastructural needs. During the time period from 1996 to 2006 approximately 580,000 illegal migrants have been registered in sum. At the end of 2005, 57,000, at the end of 2006, 52,000 and from January 1 to July 7, 2007 14,500 illegal migrants have been registered.\(^2\)

Due to conflicts in the Middle East, and to the disastrous situation in parts of Eastern and Central Africa, it can be predicted that there will be again an increasing trend in migration flows in the near future. Readmission agreements are foreseen to return the illegal migrants back to their home countries. In terms of implementing the readmission agreements removal centres can play an important role.

This project will help to achieve a better capacity to cope with illegal migration via establishing two removal centres and developing standards for their management as well as addressing overall needs for legislative and administrative alignment with the EU acquis and best practices. Those removal centres are going to be taken as models for further ones to be established.

3.2 Assessment of project impact, catalytic effect, sustainability and cross border impact

Increased migration flows, which is high on the global and EU agenda, is also effecting Turkey considerably. It is a complex phenomenon carrying with it different issues to be tackled, including rights of migrants, need for international protection, cooperation with other countries, data collection and protection.

Turkey will benefit from this project in increasing the institutional capacity in order to response the above mentioned challenges swiftly and in a controlled/regulated manner. A more controlled migration management would reduce the numbers of illegal migrants arriving Turkey also with the aim of transiting to EU countries. Pending deportation procedures, illegal migrants will be controlled under better humanitarian conditions.

After the project implementation period, operational costs of refurbished removal centres will be financed through the national budget. Guidelines developed by this project on the operation of the centres will be used and included in the training of the staff. Agreed recommendations will lead to proposals on legislative alignment and issuing of necessary administrative regulations by the beneficiary. By this project, a sustainable training program will be developed.

The strengthening of the combating strategy on illegal migration flows to Turkey planned resulting from this project will inevitably have some cross border impact on the pattern of population movements in the context of illegal migration. Implementation of the existing readmission agreements will be more effective.

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\(^1\) Endorsed in March 2005
3.3 Results and measurable indicators:

**Result 1:** Functioning of at least two well-structured removal centres

Measurable indicators in relation with activities:

- At least two removal centres will be operational by project end (36 months)
- Guidelines developed on how to manage removal centres by the end of twinning project (18 months)
- In-service training program adopted and at least 60 staff received those trainings by the end of twinning project. (18 months)
- Key staff to work on removal (and reception centres) received specialised English language training by project end

**Result 2:** Adoption of recommendations on legislative and administrative alignment with the EU acquis and best practices

Measurable indicators in relation with activities:

- At least 15 key staff received advanced trainings by the end of twinning project (18 months)
- At least 100 staff (including the ones in provinces) received basic trainings by the end of twinning project (18 months)
- Recommendations agreed and adopted on legislative and administrative practices by project end (36 months)
- Necessary legislative proposals on migration drafted and presented to the Parliament by project end (36 months)
- “Common Manual for Return Policy and Practices” published and disseminated to all provinces by the end of twinning project (18 months)
- At least four field visits conducted by the Task Force on Migration by the end of twinning project (18 months)

3.4 Activities and Means:

**Component 1:** Functioning of two well-structured removal centres (Activities under this component will feed into Result 1)

Activity 1.1: Refurbishment/construction of at least two removal centres at the most suitable locations for migration management. This will include also fully furnishing the centres. This activity will be conducted by supply and works contracts.

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3 Language training will be delivered to both removal and reception centres staff. This will be conducted by one TA contract under this project.

4 The locations are indicatively determined as Erzurum and Ankara.
TA for preparation of feasibility study, detail design and tender documents will be done via a separate contract under Support to European Integration (SEI) funds whereas supervision of works will be done via another TA contract under reception centres project.

Activity 1.2\(^6\): Development of guidelines on the management of removal centres. (Gap analyses, trainings, internships, study visits, seminars-workshops and drafting of guidelines)

Activity 1.3: Adoption of an in-service training program for the staff to be employed in the removal centers.

Activity 1.4: Study visits, internships for the staff to work for removal centres\(^7\) in order to get input and inspiration on which system is the most suitable for Turkey’s need and get the best experience on how to run and work in such a centre.

Activity 1.5: Specialised English Language trainings delivered to the key staff to work on removal (and reception centres). Language training will be delivered to both removal and reception centres staff. This will be conducted by one TA contract under this project. The Ministry of Interior commits itself to assign the staff that received internship on the fields related to migration issues.

Component 2\(^8\): Adoption of recommendations on legislative and administrative alignment with the EU acquis and best practices (Activities under this component will feed into Result 2)

Activity 2.1: Gap analyses on legislation and administrative practices via workshops and seminars.

Activity 2.2: Advanced trainings for the 15 key staff as training of trainers (who already received trainings on migration alignment with EU standards), study visits, internships\(^9\) to get insight on how EU standards are implemented in EU member states.

Activity 2.3: Basic trainings for the staff to work in migration field including the ones in provinces.

Activity 2.4: Seminars-workshops on the EU acquis, best practices and Council of Europe Recommendations

Activity 2.5: Drafting and adoption of agreed recommendations.

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\(^5\) Future EU projects in the advanced stages of works, will include the purchase of necessary IT equipment for the centres. Any IT equipment should be compatible with the relevant IT systems already in place, i.e: Asylum Information System and Country of Origin Information System to be set up within the 2006 EU funded project.

\(^6\) Activities 1.2 to 1.4 under component 1 will be conducted by the twinning project

\(^7\) The Ministry of Interior commits itself to assign the staff that received internship on the fields related to migration issues.

\(^8\) All activities of component 2 will be conducted by the twinning project

\(^9\) ibid
Activity 2.6: Necessary legislative proposals on migration drafted and presented to the Parliament by project end


Component 3: Support to the activities of the Task Force on Asylum and Migration concerning the studies on illegal migration (Activities under this component will feed into Result 2)

Activity 3.1: Mapping to identify regions for field visits

Activity 3.2: Conducting field visits to meet with the relevant authorities and NGOs.

Activity 3.3: Taking decisions on necessary reforms in the area of illegal migration.

Activities other than 1.1 and 1.5 will be conducted by twinning project.

3.5 Conditionality and sequencing

Prior to signature of the Financing Agreement, the Turkish Government will provide a clear commitment for:

a. Recruitment and training of the necessary number of staff and provision of adequate office spaces by the beneficiary
b. Making clear budgetary provisions to cover out of national funds all running costs related to the full functioning of the centres once they are ready.

The letter from the Minister of Interior would cover both the projects on reception and the one on removal centres.

The duration of twinning component will be 18 months, where works and supplies will last for 36 months. Twinning outputs will be used in the management of the removal centres once they are operational.

The design and construction of the removal centres and respective facilities will be developed by taking into account the best practices identified in the EU Member States in this field. The removal centres will be operating in accordance with Council of Europe recommendations. Access to the persons in custody will be allowed to the specialised international and national organisations, including the NGOs, as well as to the lawyers assisting the persons in custody.

3.6 Linked activities:

Related EU Twinning Projects:

10 All activities of component 3 will be conducted by the twinning project
- TR 02 JH 02 Support for the Development of an Action Plan to implement Turkey’s Integrated Border Management Strategy

Output: An action plan to determine the legal and institutional reforms, training activities, and infrastructure and equipment investments expected to be realised for an integrated border management system in alignment with the EU requirements.

- TR 04 JH 04 Development of a Training System for Border Police

Purpose: To prepare a training strategy, programme and curriculum in line with the EU standards for the new border police. (ongoing)

- TR 03 JH 05 Visa Policy and Practice

Output: Legislative framework on visa issues as well as visa practices in accordance with EU acquis and implementation of document security.

- TR 02 JH 03 Asylum-Migration

Output: An action plan on asylum and migration strategy in line with EU legislation. It also improved the operational and administrative (coordination, human resources, equipment) capacity of the agencies responsible for management and implementation of Turkish asylum and migration policy.

5. TR 03 JH 03 Strengthening Institutions in the Fight against Trafficking in Human Beings

Purpose: To adopt an anti-trafficking strategy and implement it with sectoral action plans. In addition to that it is aimed to assist and set up basic standards of a framework of both national and international institutional networks. (completed)

Other donor activities:

IOM project Technical Cooperation in Migration funded by the UK Embassy on “Migration Management in Turkey: The process of EU Approximation”

Purpose: To facilitate a dialogue and conceptual understanding of the fundamental principles and the EU Acquis related to migration management, furthering the process of integration into the European Union. Key policy makers will be provided the tools for adapting administrative practices, legal norms and policy practices in line with effective management and EU best practices. Further, the project will complete the groundwork for implementation of selected activities of the Turkish National Action Plan on Asylum and Migration. (ongoing - will be finalized January 2008)

3.7. Lessons learned

Some study visits and meetings have been carried out to the EU member states and non-EU member states. During those activities the opportunity to see the reception centres, detention centres etc. has been obtained. The study visits to the UK, Denmark and Czech Republic have been realised under the Twinning Project on Asylum and Migration implemented between March 2004 and March 2005. Other visits have been held on the basis of bilateral cooperation. Through
the visits, it has been seen that there has been no common standards on the reception centres concerning what facility should be. These lessons learned will of course be fundamental to ensure that the mandatory results of the present project are reached within the set temporary and budgetary limits.
4. Indicative Budget (amounts in M€)

<table>
<thead>
<tr>
<th>Activities</th>
<th>TOTAL PUBLIC COST</th>
<th>SOURCES OF FUNDING</th>
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<tr>
<td></td>
<td>EU CONTRIBUTION</td>
<td>NATIONAL PUBLIC CONTRIBUTION</td>
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<td></td>
<td>Total</td>
<td>%</td>
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<td>1- Twinning</td>
<td>1,200,000</td>
<td>10</td>
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<tr>
<td>2- Works</td>
<td>14,173,33</td>
<td>75</td>
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<tr>
<td>3- Supply</td>
<td>3,560,000</td>
<td>75</td>
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<td>4- TA</td>
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<tr>
<td>TOTAL</td>
<td>19,433,33</td>
<td>75</td>
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</tbody>
</table>

Unused funds are subject to transfer among different components.

5. Indicative Implementation Schedule (periods broken down per quarter)

<table>
<thead>
<tr>
<th>Contracts</th>
<th>Start of Tendering</th>
<th>Signature of contract</th>
<th>Project Completion</th>
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</thead>
<tbody>
<tr>
<td>Twinning</td>
<td>1V/2007</td>
<td>III/2008</td>
<td>I/2010</td>
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<td>Works</td>
<td>II/2009</td>
<td>I/2010</td>
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<td>Supply</td>
<td>II/2010</td>
<td>I/2011</td>
<td>I/2012</td>
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<tr>
<td>TA</td>
<td>I/2008</td>
<td>II/2008</td>
<td>II/2009</td>
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Through the MoI’s endorsement of the project contract, the Turkish government will guarantee the national co-financing of the investment component of the project. In addition to this, the

11 Supervision of the works will be done under the reception centers project within the same time schedule
12 Does not include one year maintenance period
amount for national co-financing within the investment component will be included in the MoI analytical budgets for the years 2006-2009.

6.2 Cross Cutting Issues

6.1 Equal Opportunity
Equal opportunity principles and practices in ensuring equitable gender participation in the project will be guaranteed. Male and female participation in the project will be based on EU standards and assured by official announcements published to recruit the necessary staff for the project. The main criteria for recruitment will be qualifications and experience in similar projects, not sex or age. Both men and women will have equal opportunities and salaries.

Appropriate professional qualifications and experience will be the factors for personnel recruitment and evaluation. When recruiting personnel for this project, there will be made no distinction based on sex, race, or religion.

However since the share of female staff is around 5% within the Turkish National Police, albeit with a rising trend, the beneficiary will pay special attention to assure the highest possible participation of women in the project. All periodical progress review reports and other interim reports will include a specific explanation on measures and policies taken with respect to participation of women and equal opportunity for women and men and will provide measurements of achievement of this goal.

6.2 Environment
This project will not be harmful to environment.

6.3 Minority and vulnerable groups
According to the Turkish Constitutional System, the word minorities encompass only groups of persons defined and recognized as such on the basis of multilateral or bilateral instruments to which Turkey is a party. This project has no negative impact on minority and vulnerable groups. Indeed this project will target the needs of especially vulnerable groups such as women, minors and disabled.
ANNEXES TO PROJECT FICHE
1. Logical framework matrix in standard format
2. Amounts contracted and disbursed per quarter over the full duration of programme
3. Reference list of relevant laws, regulations and strategic documents
4. List of abbreviations
5. Details per contract

<table>
<thead>
<tr>
<th>LOGFRAME PLANNING MATRIX FOR Project Fiche</th>
<th>Programme name and number</th>
<th>Sources of Verification</th>
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<tbody>
<tr>
<td>Contracting period expires</td>
<td>Disbursement period expires</td>
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<td>2 year after FA</td>
<td>5 years after FA</td>
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<tr>
<td>Total Budget: 19,500,000</td>
<td>EC Assistance budget: 15,000,000</td>
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Overall objective
To reform the overall system of controlling illegal immigration in line with the EU standards and practices.

Objectively verifiable indicators

Sources of Verification
- Draft legislation
- EU Progress reports
- Monitoring by the EC Delegation

Project Purpose
In controlling illegal migration, to strengthen the institutional capacity and to introduce standards for legislative and administrative alignment with the EU acquis and best practices.

Objectively verifiable indicators
2 removal centres established and functioning.
Staff trained on the management of removal centres

Sources of Verification
- Draft legislation
- EU Progress reports
- Monitoring by the EC Delegation
- Governmental approval of the recommendations
- Report on Task Force

Assumptions
- Turkish willingness to strive towards alignment with EU acquis.
Recommendations adopted on legislative and administrative alignment

Common manual for return policy and practices published and disseminated to all provinces

Task Force continued meetings

<table>
<thead>
<tr>
<th>Results</th>
<th>Objectively verifiable indicators</th>
<th>Sources of Verification</th>
<th>Assumptions</th>
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</thead>
<tbody>
<tr>
<td>- Functioning of well-structured removal centres with social premises, healthcare, psychological support facilities.</td>
<td>2 removal centres established and functioning in line with the guidelines developed</td>
<td>- Draft documents regular reviews by representatives of the EC</td>
<td>- Full commitment of the Turkish government institutions with regard to their responsibilities under twinning rules to ensure that the project results are reached.</td>
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<td>- Adoption of recommendations on legislative and administrative alignment with the EU <em>acquis</em> and best practices</td>
<td>At least 60 staff received in-service trainings on the operation of removal centres</td>
<td>-- Twinning project reports</td>
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<td>- Submission of legislative</td>
<td>At least 15 staff received advanced trainings</td>
<td>- EC delegation information</td>
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<td>At least 100 staff received</td>
<td>- Project reports</td>
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<td>alignment proposals to the Parliament</td>
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<td>20 Staff Received English Language Training</td>
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<td>Recommendations agreed and adopted</td>
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<td>Proposals for legislative amendments submitted to the Parliament</td>
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<td>Common manual for Return Policy and Practices published and disseminated to all provinces</td>
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<td></td>
<td>At least 4 field visits conducted by the Task Force</td>
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</table>
Component 1: Functioning of two well-structured removal centres

Activity 1.1: Refurbishment/construction of two removal centres at the locations where migration flows are intense. This will include also equipping the centres with office furniture.

Activity 1.2: Development of guidelines on the management of removal centres.

Activity 1.3: Adoption of an in-service training program for the staff to be employed in the removal centres.

Activity 1.4: Study visits, internships for the staff to work for removal centres\(^{13}\) in order to get input and inspiration on which system is the most suitable for Turkey’s need and get the best experience on how run and work in such a centre.

Component 2: Adoption of Twinning

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<th>Twinning</th>
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- Good cooperation among interrelated institutions and NGOs
- Continued Government and EU commitment towards Turkey’s accession
- Availability of experienced advisors and consultants

\(^{13}\) The Ministry of Interior commits itself to assign the staff that received internship on the fields related to migration issues.
| Recommendations on legislative and administrative alignment with the EU *acquis* and best practices |
| Activity 2.1: Gap analyses on legislation and administrative practices via workshops and seminars. |
| Activity 2.2: Advanced trainings for the key staff as training of trainers (who already received trainings on migration alignment with EU standards), study visits, internships to get to get insight on how EU standards are implemented in EU member states. |
| Activity 2.3: Basic trainings for the staff to work in migration field including the ones in provinces. |
| Activity 2.4: Seminars-workshops on the EU acquis, best practices and Council of Europe Recommendations |
| Activity 2.5: Drafting and adoption of agreed recommendations. |

| Twinning |  |  |
| Activity 2.6: Necessary legislative proposals on migration drafted and presented to the Parliament by project end |
| Activity 2.7: Developing operational standards for aliens’ police and practical ‘Common Manual for Return Policy and Practices’ |
| Component 3: Support to the activities of the Task Force on Asylum and Migration concerning the studies on illegal migration (Activities under this component will feed into Result 2) |
| Activity 3.1: Mapping to identify regions for field visits |
| Activity 3.2: Conducting field visits to meet with the relevant authorities and NGOs. |
| Activity 3.3: Taking decisions on necessary reforms in the area of illegal migration. |
## ANNEX – II Amounts Contracted and Disbursed By Quarter for The Project (IPA Contribution Only)

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Annex 3. Institutional Framework

Contracting Authority

The beneficiary for this project is the Ministry of Interior, General Directorate of Security, Foreigners Border Asylum Department.

Regular meetings will be held between the Contractor and the Contracting Authority.

European Commission

The European Commission Delegation in Turkey and the contracting authority will be involved in the monitoring of the ex-ante approval of contracting documents and monitoring of the project implementation.

Project Steering Committee

Two Project Steering Committees will be set up, one for twinning and the other for works to ensure monitoring and coordination between the different stakeholders. Membership of the Committees will consist of one representative from the Contracting Authority, European Commission Delegation, the General Secretariat for EU Affairs, the Ministry of Interior. Representatives of other ministries/institutions may be invited to the meetings of the Steering Committees, as necessary. The Project Steering Committees will meet every three months and whenever necessary.
In particular, the Project Steering Committees will be responsible for the following activities:

- Monitoring project implementation
- Providing guidance to the Project Manager
- Monitoring progress of works (building)

**PMU**

PMU will be responsible for:

- Project management (coordination of the activities such as inviting beneficiary institutions, determining the personnel that will be participate in the activities both in MS study visits and in Turkey),
- Technical management (providing the teaching materials in Turkey including seminar places and accommodates, office for RTA and STE’s),
- Financial management,
- Monitoring,
- Secretariat.

**Annex 4. Reference list of relevant Turkish laws and regulations**

- **Strategy Paper on Asylum** prepared by the Task Force.
- **Law 34/2510**: Law of 14.06.1934 on Settlement with implementing regulation no. 1934/2-1777
- **Law 41/4104**: Law of 11 August 1941 on belligerent foreign army members who take refuge in Turkey with implementing **Regulation 95/7473**
- **Law 50/5683**: Law related to residence and travels of foreign subjects, 15 July 1950 with amendments contained in Law 98/ 4360
- **Law 5682**: Passport law of 15 July 1950
- **Constitution**: Constitution of the Republic of Turkey, law no. 2709 of 07.11.1982 including amendment contained in law no. 3361 of 17.05.1987
- **Law 03/4982**: Law of 24.10.2003 on the right to be notified
- **Amended Regulation 94/6169**: The Regulation no. 94/6169 on the procedures and the principles related to population movements and foreigners arriving in Turkey either as individuals or in groups wishing to seek asylum either from Turkey or requesting residence permission in order to seek asylum from another country
- **Turkey’s National Action Plan on Asylum and Migration**
- **Regulation on Foreigners Guesthouse**
- **1951 UN Geneva including the 1967 New York protocol Relating to The Status of Refugees**
• Council of Europe Convention for the Protection of Individuals with regard to Automatic Processing of Personal Data CETS No. 108 28/1/1981. Has been signed by the Turkish government, presently not ratified by the Turkish Grand National Assembly
• Turkey’s Long Term Strategy and the 8th Development Plan for 5 years pp. 11 ff.
• Turkey’s National Action Plan on Integrated Border Management

Annex 5. Details per Contract

Twinning:
The Project leader (PL), RTA and STEs will carry out their responsibilities according to the Twinning Manual.

Major tasks expected from the PL:
- Broad knowledge on the sector
- Able to mobilize STEs
- Able to allocate 3 days per months at his/her home administration for the issues concerning the project

Tasks expected from the RTA:

The RTA will carry out his responsibility according to the Twinning Manual. He/she will be in charge of the Project activities conducted by the Member State and in particular:

- Play a key role in the management of the twinning project.
- Monitor the project implementation and propose corrective management actions.
- Support and consultancy on training programmes, technical infrastructure and current trends.
- To plan and coordinate outputs.
- To nominate and mobilise the short term experts.
- To supervise the short term experts.
- To coordinate and organize study visits, training activities, workshops and public awareness activities in MS.
- To ensure proper quality of outputs.
- To provide detailed reports on the impact of the project.
- Assist in the preparation of all strategic project documents
- Contacts with the Member State administration representatives, respective participating organisations and (via counterpart RTA) Turkish actors engaged in the Project.
- Co-ordinating the work of the Member State experts involved in the Project.

**Major tasks expected from the STEs:**
- Relevant expertise and skills in relation to the tasks to be conducted under a certain activity
- Report on the results/observations on each activity before the end of relevant quarter of project implementation

**List of items to be co-financed by the beneficiary:**
The beneficiary commits itself to cover the costs of the following:
- Adequately equipped office space for the RTA and the RTA assistant for the entire duration of their secondment
- Adequate conditions for STEs to perform their work while on mission to the beneficiary country
- Training and conference venues, costs of catering (if any), as well as presentation and interpretation equipment
- Costs for travel by beneficiary country participants from their capitals to a Member State or between Member States (for study visits and internships)

**Works:**
Works contract is expected to cover the need for temporary accommodation for illegal migrants. Different categories of people should be accommodated in separate locations. Removal centres should be providing shelters on one hand and guaranteeing a swift and smooth removal of those concerned. Special attention should be paid to groups with special needs (pregnant women, persons with disabilities etc.).

The locations should be remote from the reception centres and include but not limited to the following indicative facilities:
- office for administrative staff
- medical staff
- social workers
- cleaning and kitchen staff
- security (internal and external)
- recreation areas

Vicinity to ports and airports should be taken into account.

**TA**
**Tasks expected from the TA team:**

The TA team should be qualified to deliver advanced professional English language training to the key staff to work at the removal and reception centres.

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**Annex 6. List of Abbreviations**

- **CC**: EU Candidate Country
- **CFCU**: Turkey’s Central Finance and Contracts Unit
- **COI**: Country of Origin Information
- **COI&AIS**: Country of Origin Information and Asylum Information System.
- **EC**: The European Commission
- **HQ**: Headquarters
- **MS**: EU Member State
• **NPAA**: National Program for the Adoption of the Acquis
• **MoI**: Ministry of Interior
• **MTE**: Medium Term Expert
• **RSD**: Refugee Status Determination
• **RTA**: Resident Twinning Advisor
• **STE**: Short Term Expert
• **UNHCR**: United Nations High Commissioner for Refugees