1. Basic Information

1.1 CRIS Number:

1.2 Title: Establishment of a Reception, Screening and Accommodation System (Centres) for asylum seekers and refugees

1.3 Sector: Justice, Liberty and Security

1.4 Location: Turkey

Implementing arrangements:

1.5 Implementing Agency:

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

The Central Financing and Contracts Unit
Mr. Muhsin ALTUN
Programme Authorising Officer
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 (including details of SPO):

Department of Foreigners Borders and Asylum, General Directorate of Security, Ministry of Interior will be the beneficiary.

Department of Foreigners Borders and Asylum
Mr. Kadir Ay (SPO)
Deputy Head of Department
Dikmen Avenue 89
06100 Dikmen
Ankara
Tel: +90 312 412 32 20
Please also refer to Annex 3 for further details on institutional framework.

1.7 Overall cost: € 62,400,000

1.8 EU contribution: € 47,100,000

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

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

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

2. Objectives

2.1 Overall Objective:

To promote better implementation of asylum policies of Turkey in line with international and EU standards and best practice.

2.2 Project purpose:

To strengthen the institutional capacity for dealing with refugees and asylum seekers and to introduce standards for legislative and administrative alignment with EU acquis and best practices. (addition)

Adoption and enforcement of human rights of refugees and asylum seekers in line with the EU best practice and international standards, strengthening the institutional capacity to deal with refugees and asylum seekers in a well structured, modern asylum system, including a network of reception centres managed by specialised staff.

2.3. Link with AP/NPAA / EP/SAA

2006 Accession Partnership

Medium-term priorities:

- Continue with alignment on the acquis in the field of asylum, through the lifting of the geographical limitation to the Geneva Convention; strengthening the system for hearing and determining applications for asylum and developing social support and integration measures for refugees
- Adopt and implement the acquis and best practices on asylum with a view to full respect of human rights in line with international conventions

2003 NPAA has foreseen the establishment of the refugee guesthouses, shelter centres and establishment of the reception centres for asylum seekers under 3- Schedule for Necessary Institutional Changes under the title of 24.1 Alignment with the EU acquis and Capacity Building in the Field of Asylum of the Table 24.1.2
Priorities nos. 2, 4, 5, 8, 9 in Chapter 24.1.2 of the 2003 NPAA are:
- Identifying training needs of the personnel and developing training programmes based on the needs identified;
- Organizing seminars on asylum law;
- Developing a strategy on asylum and strengthening the relevant agencies and institutions within the scope of this strategy;
- Establishing refugee guesthouses and refugee shelter centres;
- Establishing reception centres for asylum seekers
Furthermore, the project is a step towards priority no. 6 in the above mentioned chapter – concerning setting up of a specialised asylum unit- in the NPAA.

2.4. Link with MIPD

The MIPD (Multi-annual Indicative Financial Framework) for the period 2007-2009 foresees a financial envelope for EU assistance to Turkey of 1.6 billion euro. As a candidate country, Turkey is eligible for all five IPA components: I) Institution Building, II) Cross-border Cooperation, III) Regional Development, IV) Human Resource Development and V) Rural Development.

According to the first component of the MIPD, 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, Freedom and Security.

Institution Building support will continue to be provided principally through technical assistance and twinning, supplemented by supplies of equipment where appropriate and training actions will focus as far as possible on training institutions to promote sustainability also works (erection or refurbishment of buildings and other facilities) will only be considered in the context of border and asylum policy, or in exceptional circumstances, corresponding to actions having a high political priority.

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 arrangements will be made in order to set up reception and removal centres in border regions.

2.6 Link with national / sectoral investment plans

The following expressions are included in Article 4.1 and 4.2 of the National Action Plan on Migration and Asylum (NAP) respectively:

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Turkey Multi-annual Indicative Planning Document (MIPD) 2007-2009
Endorsed by the Prime Minister in March 2005
“For the purpose of increasing the capacity, institutional structuring will be started in order to establish a specialist unit in the field of migration and asylum.”

“Ensuring the execution of asylum and migration procedures in accordance with the Acquis Communautaire, current specialisation unit will be strengthened through its expansion.”

The action plan also sets out that EC pre-accession funds shall be asked for to support Turkey in the construction of the accommodation facilities.

3. Description of project

3.1 Background and justification:

Current Situation
Turkey is traditionally known as a country of emigration. Since the collapse of the Soviet Union, Turkey has also become a country receiving an increasing number of irregular workers and immigrants from Balkan countries and former Soviet republics as well as Iran, Northern Iraq and Africa.

As such, Turkey had been a country widely affected by the mass population movements, which increased in 1980s and changed the world’s conjuncture. Within his framework a total of 934,354 aliens were granted residence permits with the right to work in Turkey. Those include:

- 51,542 people during the Iran-Iraq war of 1988,
- 20,000 people during the civil war, the disintegration of former Yugoslavia and the events which took place in Bosnia-Herzegovina between 1992 - 1997,
- A total of 345,000 people including 311,000 people deported from Bulgaria and 34,000 people arriving with visas between May – August 1989
- 7,489 people between 2nd August 1990 and 2nd April 1991 before the Gulf Crisis and War, and 460,000 afterwards,
- 17,746 people after the events which took place in Kosovo in 1999,
- 32,577 Ahiska Turks on exile from their countries, who were dispersed to a large geographical area.
- 1204 Iranian who had sought asylum in Iraq and then came to Turkey in 2003 after the coalition intervention.

Furthermore the children of these families born in Turkey enjoyed the same rights.

Turkey prepared strategic crisis plans to address a potential mass influx from Northern Iraq before and during the coalition intervention in Iraq in 2003.

Due to the geographical limitation to the 1951 Convention the current reception and status determination capacities for asylum seekers and refugees have so far not been appropriately addressed. The National Action Plan outlines various steps to establish the required institutional set-up, which includes the creation of the required reception facilities in Turkey. As a major crossroad for migratory movements between the Middle East and Europe, such institution is an urgent necessity to provide accommodation, care and maintenance for approximately 5,000 asylum-seekers and refugees per year. At the moment MoI and UNHCR are conducting the process for the reception and status determination of asylum seekers. Within the Turkish government, the Department of Foreigners, Borders and Asylum, DG

Security, MoI, is assigned with the asylum portfolio. However, the Ministry of Interior will need to take over the full responsibility for reception and status determination of asylum seekers in the future by 2012. The facilities will pilot a joint asylum procedure between the Government of Turkey and UNHCR as a transition measure before the MOI will take full responsibility for refugee status determination.

There are no reception centres in Turkey as mentioned in The Hague Programme (2005/C 53/01) and Council Directive 2003/9/EC of 27 January 2003 - laying down minimum standards for the reception of asylum seekers. Following receipt of the asylum claims to the relevant authorities, asylum applicants are sent to the satellite provinces that are pre-determined by the Ministry of Interior. Most of the asylum applicants cover their own shelter needs. Depending on the capacity of the local authorities and charity organisations their basic needs for meals are met. Their need of food is met upon their request. There is no continuous food aid. Health care is generally met by the government. Children are allowed the enrol in the Turkish education system. The needs for education are met by the government. However, some of the applicants are being reluctant to send their children to the schools.

Currently no screening, application or reception centre for asylum seekers from outside Europe by the Turkish government exist.

The Needs
In the NAP, it is foreseen that Turkey will establish reception centres. To implement the asylum strategy, including the establishment of an institution for asylum, Turkish authorities need to build up their expertise.

As emphasized in the NAP, co-operation between governmental and non-governmental bodies needs to improve in order to provide adequate services to meet the various needs of refugees / asylum seekers. All parties, relevant governmental institutions, agencies, NGOs and the public, have unique roles and responsibilities in the system to provide a welcoming environment and quality services to asylum seekers. Providing information, developing skills, improving the capacity of these actors and delegation of the tasks to adequate relevant body will help to form sustainable mechanisms to cover the needs of asylum seekers and refugees and also will enable refugees to have a smooth transition upon their arrival.

Determination of the refugee status which is the result of asylum movement is a fact directly related to human rights and intolerant to delays and looseness deriving from the transition period for it is a continuous process. This process should be executed by trained and experienced specialist staff.

The regulations and procedures for asylum process, also for implementing partners, like UNHCR and NGO, need to be developed based on EU acquis and best practices.

Establishment of Reception Centres is a necessity for both asylum applicants and for Turkey within the following regards in order for applicants to:
- Continue developing the skills that applicants have
- Continue daily life of applicants as residents
- Provide a democratic understanding with regard to individual rights, responsibilities and individual decision taking and process of the applicants,
- Teach the responsibilities for their own life,
3.2 Assessment of project impact, catalytic effect, sustainability and cross border impact

a) Assessment of project impact
Fundamental human rights of asylum seekers/refugees and also foreigners who are under process of asylum will be better respected. Conditions will be improved for Turkish authorities to take over the determination of asylum status. The number of cases brought against Turkey for not respecting human rights of asylum seekers and refugees in violation of international conventions will decrease. The project will lead to a change in the current asylum processing system: screened asylum seekers will be accommodated in the reception centres. UNHCR and MoI will jointly analyse the application for asylum and prepare the eligibility interview. The competence for status determination of European asylum seekers will rest with the MoI eligibility officers where for non-Europeans; UNHCR will maintain its mandate RSD role until the lifting of the geographical limitation to the 1951 Geneva Convention.

b) Catalytic effect
Staff trained through this project will work for the reception centres established. Legal assistance for applicants will hopefully be met by the NGOs. Families will be encouraged to send their children to school. Vulnerable groups will be supported with psycho-social assistance by social workers.

c) Sustainability
Costs for running the centres and future operation of these centres will be covered by the analytic state budget. Knowledge of trained staff will be increased and the trainers will continue developing training, capacity of the trained staff, via practical activity and on the job training. 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.

d) Cross border impact
The strengthening of the capacity to take care of asylum seekers and refugees and support their integration will affect migration flows to Turkey. Implementation of the existing readmission agreements will be more effective.

3.3 Results and measurable indicators:

Result 1: Functioning of up to seven well-structured reception centres whose trained staff correctly applies a set of approved procedures in line with EU best practice for the reception and accommodation of asylum applicants and recognised refugees and basic assistance to both groups.

Measurable indicators in relation with activities:
- Up to seven reception centres will be operational by project end (36 months)
- Guidelines on how to manage reception centres and procedures for dealing with different types of persons in need approved and in force by the end of twinning project (18 months),

- Amendments necessary to the Turkish Law in line with EU Acquis and international standards drafted, approved by MoI and presented to Parliament

- At least 25 key staff received advanced trainings by the end of twinning project (18 months)

- At least 50 staff (including the ones in provinces) received basic trainings by the end of twinning project (18 months)

- All staff (minimum 40 persons) to be employed in the reception centres and staff from Ministry of Interior involved in accelerated procedure received trainings on new interviewing techniques and asylum case processing by the end of twinning project (18 months).

- Key staff to work at reception (and removal centres) received specialised English language training by project end 4

- Duration of processing of asylum requests shortened by project end (36 months)

- Duration of stay of illegal migrants in Turkish territory will be reduced by project end (36 months)

**Result 2: A sustainable training delivery system for asylum staff**

**Measurable indicators** in relation with activities:

- In-service training program adopted and at least 100 staff received those trainings by the end of twinning project. (18 months)

- Approved curricula and training modules for all main training needs identified by the end of the twinning project

**Result 3- Functional Documentation and Resource Centre**

**Measurable indicators** in relation with activities:

- At least 5 staff received training on the management of Documentation and Resource Centre (This centre will be used for the purposes of implementing RSD procedure and improving the capacity to process asylum claims in line with EU standards, including establishment of a system for country-of-origin information and RSD-procedures).

3.4 **Activities and Means:**

**Component 1: Functioning of up to seven well-structured reception centres (Activities under this component will feed into Result 1)**

Activity 1.1: Construction of up to seven reception centres at the most suitable locations for asylum processing. The locations are indicatively determined as Van, İstanbul, Gaziantep, İzmir, Erzurum, Kayseri and Ankara. This will include also equipping the centres with furniture. IT equipment (in particular remaining hardware) necessary for the functioning of the centres that are not contracted under this project will be supported in the next

4 Language training will be delivered to both removal and reception centres staff. This will be conducted by one TA contract under the project on Removal Centres.
programming years as the second phase of this project. This activity will be conducted by supply and works\(^5\) contracts.\(^6\)

The detailed feasibility study, technical specifications and tender documentation will be prepared by a dedicated Technical Assistance project financed out of Strengthening European Integration funds.

If following the contract attribution it appears that only six centres can be built out of 2007 Financing Agreement, the remaining centre will be financed under following IPA Financing Agreement.

**Activity 1.2: Supervision of works and monitoring of the implementation.** This part will be done by a separate technical assistance contract in parallel with the works contracts.

**Activity 1.3: Legislative gap assessment and drafting of legislation (revisions) on asylum and guidelines on the management of reception centres.** (Gap analyses, trainings, seminars-workshops and drafting of guidelines).

**Activity 1.4 - Study visits, internships, seminars, workshops for the staff to work for reception centres\(^7\) in order to get full and direct insight on the functioning of the asylum and reception systems and best practices in determined Member States. These would include traineeships on organisation and management of reception, screening and accommodation centres and Documentation and Resource centres.

**Activity 1.5 – Drafting of development plan for the Reception, Screening and Accommodation centres for asylum applicants, including management and organization, human resources development and management.

**Activity 1.6 – Drafting and agreeing a co-operation plan with NGOs and local authorities for joint development and implementation of asylum applicants’assistance programmes, integration programmes for recognised refugees.

Indicative structure of the reception centres is presented in Annex 5.

**Component 2: Set up a sustainable training system for asylum staff\(^8\)** (Activities under this component will feed into Result 2)

**Activity 2.1: Perform an in-depth training needs analysis and indicate the main gaps**

**Activity 2.2: Draft and approve the main training modules corresponding to the main fields identified during the needs assessment**

**Activity 2.3: Adoption of an in-service training program for the staff to be employed in the reception centres.**

**Activity 2.4: Deliver training for the staff to work in the field of asylum including the ones in territorial centres.**

\(^5\) TA for supervision of works will cover also the removal centres

\(^6\) Activities 1.3 to 1.6. will be conducted by the twinning project, see also Annex 5

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

\(^8\) All activities of component 2 will be conducted by the twinning project, see also Annex 5
Activity 2.5: Seminars-workshops on the EU acquis, best practices and international standards with direct applicability in real situations

Targeted participants of the above will fulfil before and after each activity a questionnaire regarding what their knowledge on the subject-matter in order to assess what they have learnt during the training. The following results will be evaluated by the project team afterwards via an evaluation report.

**Component 3: Set up the Asylum Documentation and Resource Centre**

Activity 3.1 – Needs analysis – draft and agree the report

Activity 3.2 – Drafting of functional requirements and endowment needs (including detailed technical specifications)

Activity 3.3 – Drafting organisational scheme, job descriptions and selection criteria for the staff of the centre

Activity 3.4 – Train the staff recruited for the Centre

**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.

**Project Management Unit:** Given the complexity and size of the investment, the beneficiary will appoint a technical working group of specialised staff (architect, engineer, besides asylum and migration experts) who will be in charge of and will work full time for the project implementation (preparation, monitoring, reception of works and supply).

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 reception centres once they are operational.

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9 All activities of component 3 will be conducted by the twinning project, see also Annex 5

10 -Projects implemented through twinning require the full commitment and participation of the senior management of the beneficiary institution. In addition to providing the twinning partner with adequate staff and other resources (incl. translation and interpretation) to operate effectively, the senior management must be whole-heartedly involved in the development and implementation of the policies and institutional change required to deliver the project results.
The design and construction of the reception centres and respective facilities will be developed by taking into account the best practices identified in the EU Member States in this field and the UNHCR recommendations. Reception centres will be operating under open regime, allowing free movement of their users and free access of specialised international and national organisations, including the NGOs. Access to all relevant information concerning an asylum application will be granted to any, government body or non-governmental organization, which is legally responsible for handling the application.

NGOs to be represented and have access in all reception, screening and accommodation centres in order to provide assistance to applicants

Access to all relevant information concerning an asylum application will be granted to any government body or non-governmental organization which is responsible by law for handling an application

The results developed by means of this project, will continue as part of the future asylum unit, as soon as it is established.

3.6 Linked activities:

Related EU Twinning Projects:

- 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, 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.

- 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. (ongoing)
- TR 06 01 01 Support to the set up an Asylum and Country of Origin Information (COI) System
Purpose: To enable the Ministry of Interior to implement and use a COI-system, get full ownership of the Refugee Status Determination (RSD) procedure in Turkey and to establish the capacity to carry out its own training of staff for the COI and Asylum Information System. (ongoing)

Other donor activities:

- HLGW-project “Support to the Turkish Immigration Authorities in the Area of Asylum – Project 2001/HLGW/115” implemented by the German Federal Office for the Recognition of Refugees (Finalised in July 2004)
- UNHCR implemented project “Developing an Asylum System in Turkey” (Finalised in 2003)
- ”Migration and Asylum Police Training and Cooperation Project” implemented by the International Catholic Migration Commission (ICMC) (Finalised in March 2005)
- Project on interview techniques organised in joint cooperation with ICMC, UK and Turkish Ministry of Interior (Finalised in November 2005)

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 are 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>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>EU CONTRIBUTION</td>
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|            |       |     |    |     |       |                  |     |         |          |      |

11/24
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5. Indicative Implementation Schedule (periods broken down per quarter)

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<tr>
<th>Contracts</th>
<th>Start of Tendering</th>
<th>Signature of contract</th>
<th>Contract Completion</th>
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<td>IV/2010</td>
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<tr>
<td>TA</td>
<td>II/2009</td>
<td>I/2010</td>
<td>I/2012</td>
</tr>
</tbody>
</table>

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 the environment.

6.3 Minority and vulnerable groups
According to the Turkish Constitutional System, the word “minorities” encompasses 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.

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
## LOGFRAME PLANNING MATRIX FOR Project Fiche

<table>
<thead>
<tr>
<th>Programme name and number Establishment of reception, screening and accommodation centers for asylum seekers and refugees TR-07-JH-xx</th>
<th>Contracting period expires 2 years after FA</th>
<th>Disbursement period expires 5 years after FA</th>
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<tr>
<td><strong>Total Budget:</strong> 62.400.000€</td>
<td><strong>IPA budget:</strong> 47.100.000 €</td>
<td></td>
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</tbody>
</table>

### Overall objective

To promote better implementation of asylum policies of Turkey in line with international and EU standards and best practice.

### Objectively verifiable indicators

National Action Plan on Asylum and Migration implemented.

### Sources of Verification

- Draft legislation
- EU Progress reports
- Monitoring by the EC Delegation

### Project Purpose

Adoption and enforcement of human rights of refugees and asylum seekers in line with the EU best practice and international standards, strengthening the institutional capacity to deal with refugees and asylum seekers in a well structured, modern asylum system, including a network of reception centres managed by specialised staff.

### Objectively verifiable indicators

Minimum 6 reception centres established and functioning.

Staff trained on the management of reception centres

Recommendations adopted on legislative and administrative alignment

Proposals for legislative alignment submitted to the Parliament

### Sources of Verification

Draft legislation

- EU Progress reports
- Monitoring by the EC Delegation
- Governmental approval of the recommendations
- Asylum Task Force meetings

### Assumptions

- Turkish willingness to strive towards alignment with EU acquis.
- Sufficient Financing
- Support of the line ministries in their relevant fields of expertise
<table>
<thead>
<tr>
<th>Results</th>
<th>Objectively verifiable indicators</th>
<th>Sources of Verification</th>
<th>Assumptions</th>
</tr>
</thead>
</table>
| **Result 1:** Functioning of up to seven well-structured reception centres whose trained staff correctly applies a set of approved procedures in line with EU best practice for the reception and accommodation of asylum applicants and recognised refugees and basic assistance to both groups | - Up to seven reception centres will be operational by project end (36 months)  
- Guidelines on how to manage reception centres and procedures for dealing with different types of persons in need approved and in force by the end of twinning project (18 months),  
- Amendments necessary to the Turkish Law in line with EU Acquis and international standards drafted, approved by MoI and presented to Parliament  
- At least 25 key staff received advanced trainings by the end of twinning project (18 months)  
- At least 50 staff (including the ones in provinces) received basic trainings by the end of twinning project (18 months)  
- All staff (minimum 40 persons) to be employed in the reception centres and staff from Ministry of Interior involved in accelerated procedure received trainings on new interviewing techniques and asylum case processing by the end of twinning project (18 months).  
- Key staff to work at reception (and | -Draft documents regular reviews by representatives of the EC  
- Twinning project reports  
- EC delegation information  
- Project reports | -Full commitment of the Turkish government institutions with regard to their responsibilities under twinning rules to ensure that the project results are reached.  
- Effective coordination between the various project components and effective cooperation between project partners (Turkey and MS) and external partners, i.a. EC, CFCU, and EU General secretariat |

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11 Language training will be delivered to both removal and reception centres staff. This will be conducted by one TA contract under the project on Removal Centres.
**Result 2: A sustainable training delivery system for asylum staff**

- Removal centres received specialised English language training by project end.\(^{11}\)
  - Duration of processing of asylum requests shortened by project end (36 months)
  - Duration of stay of illegal migrants in Turkish territory will be reduced by project end (36 months)

In-service training program adopted and at least 100 staff received those trainings by the end of twinning project (18 months).

Approved curricula and training modules for all main training needs identified by the end of the twinning project.

At least 5 staff received training on the management of Documentation and Resource Centre.

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**Result 3- Functional Documentation and Resource Centre**
<table>
<thead>
<tr>
<th>Activities</th>
<th>Means</th>
<th>Costs</th>
<th>Assumptions</th>
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</thead>
</table>

**Activities**

**Component 1: Functioning of up to seven well-structured reception centres**

Activity 1.1: Construction of up to seven reception centres indicatively in Van, Istanbul, Gaziantep, Izmir, Erzurum, Kayseri and Ankara

The detailed feasibility study, technical specifications and tender documentation will be prepared by a dedicated Technical Assistance project financed out of Strengthening European Integration funds.

Activity 1.2: Supervision of works and monitoring of the implementation.

Activity 1.3: Legislative gap assessment and drafting of legislation (revisions) on asylum and guidelines on the management of reception centres

Activity 1.4 - Study visits, internships, seminars, workshops for the staff to work for reception centres

Activity 1.5 – Drafting of development plan for the Reception, Screening and Accommodation centres

Activity 1.6 – Drafting and reviewing construction plan with

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<th>Activities</th>
<th>Means</th>
<th>Costs</th>
<th>Assumptions</th>
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<td>Available suitable land plots</td>
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<td>Qualified staff in the field</td>
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18/24
## 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

Project Management Unit: Given the complexity and size of the investment, the beneficiary will appoint a technical working group of specialised staff (architect, engineer, besides asylum and migration experts) who will be in charge of and will work full time for the project implementation (preparation, monitoring, reception of works and supply).

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.

The twinning project will mainly contribute to the achievement of the following mandatory results (minimum but not exhaustive list):

**Result 1:** Functioning of up to seven well-structured reception centres whose trained staff correctly applies a set of approved procedures in line with EU best practice for the reception and accommodation of asylum applicants and recognised refugees and basic assistance to both groups

*Measurable indicators* in relation with activities:

- Guidelines on how to manage reception centres and procedures for dealing with different types of persons in need approved and in force by the end of twinning project (18 months),
- Amendments necessary to the Turkish Law in line with EU Acquis and international standards drafted, approved by MoI and presented to Parliament
- At least 25 key staff received advanced trainings by the end of twinning project (18 months)
- At least 50 staff (including the ones in provinces) received basic trainings by the end of twinning project (18 months)
- All staff (minimum 40 persons) to be employed in the reception centres and staff from Ministry of Interior involved in accelerated procedure received trainings on new interviewing techniques and asylum case processing by the end of twinning project (18 months).
- Duration of processing of asylum requests shortened by project end (36 months)
- Duration of stay of illegal migrants in Turkish territory will be reduced by project end (36 months)

**Result 2:** A sustainable training delivery system for asylum staff

*Measurable indicators* in relation with activities:

- In-service training program adopted and at least 100 staff received those trainings by the end of twinning project.(18 months)
- Approved curricula and training modules for all main training needs identified by the end of the
twinning project

**Result 3- Functional Documentation and Resource Centre**

**Measurable indicators** in relation with activities:
- At least 5 staff received training on the management of Documentation and Resource Centre

**Major tasks expected from the PL:**
- At least five years experience in a managerial position in the field, in a MS administration – good
  knowledge and broad vision on the development of this field
- Position in the MS administration allowing him to mobilize the requested STEs
- Able to allocate 3 days per months at his/her home administration for the issues concerning the project

**Major tasks expected from the RTA:**
He/she will have relevant expertise and skills in relation to the tasks to be conducted under a certain
activity and report on the results/observations on each activity before the end of relevant quarter of
project implementation. The RTA will be in charge of the day-to-day implementation of the project
activities in Turkey and will:
- Play a key role in the management of the twinning project.
- Monitor the project implementation and propose corrective management actions.
- Provide support and advice on training programmes, technical infrastructure and current
trends.
- Plan and coordinate and ensure proper quality of outputs
- Provide guidance, supervision and co-ordination of the short term experts interventions
- Assist in the preparation of all strategic project documents
- Set up and maintain permanent contacts with the Member State/s administration/s
representatives, respective participating organisations and (via counterpart RTA) Turkish actors
engaged in the Project

**Major tasks expected from the RTA:**

**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:**
The works contract is expected to cover the need for reception, screening and accommodation of asylum
seekers and refugees. Different categories of people should be accommodated in separate locations.
Reception centres should be covering a broad range of humanitarian needs, from immediate ones to
education and integration support. Special attention should be paid to groups with special needs
(pregnant women, persons with disabilities etc.).

The locations should be as close as possible to urban areas and include but not limited to the following
indicative facilitates:
- office for administrative staff
- medical staff
- social workers
- cleaning and kitchen staff
- security (internal and external)
- recreation areas

Supply:

The supply contract will cover the necessary furniture for reception centres. Further equipment necessary for the functioning of the centres should be purchased under following IPA Agreements.

Technical Assistance (TA):

The TA team contracted will monitor and supervise the implementation of the works contract in each location, providing regular reports, indicating any potential risk and proposing swiftly solutions for a smooth and correct implementation of the works in full respect of the technical standards required.

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
- **PL**: Project Leader
- **RTA**: Resident Twinning Advisor
- **STE**: Short Term Expert
- **UNHCR**: United Nations High Commissioner for Refugees