

LXVIII International Council Meeting

WORKING MATERIALS

Batumi, Georgia
18th - 25th October 2015



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The European Law Students' Association

GENERAL INFORMATION**FOREWORD**

Dear Network,

Writing a Foreword is always a challenging task; first impressions last, they say. I, as the writer, feel the need to spend a lot of time thinking about the perfect content, the perfect words, the perfect phrasing, so that I will be able to inspire you to read through the next pages. You, as the readers, expect an innovative and attractive introduction, so that you receive the proper motivation to actually go through the pages that follow. Both sides share the same perception and, therefore, raise a bar that seems impossible for anyone to surpass.

However, Forewords cannot really reflect one's plans, thoughts, work, efforts, aspirations, expectations, goals. They substitute the "hello" and the "what's your name" in everyday conversations, when you meet someone new. And, currently, we are new faces to most of you, the new members of the International Board which will coordinate the biggest independent law students' association in the world for a whole year. But, is a year a long time? I would say that it passes fast, much like a leaf before your eyes when drifted by the wind.

We are given one year, and we are grateful to have been given this chance; to have left our homes and moved in with seven other young people in the ELSA House; to have our potential and plans been trusted by the former composition of the Council; to have the honour to address the new Council in the upcoming October; to make an effort to realise our ambitions for ELSA.

The clock has already started ticking. We have one chance to make the change that we sought. You have one chance to join us in our journey and embrace the spirit of ELSA. We are Anna, Hector, Marek, Dagne, Antonia, Ada, Matej and Vedran. We will do both small and big things, and at the end it does not matter how much time we have, what does matter is what we will accomplish; together.

Sincerely yours,



Hector Tsamis
Secretary General

ELSA International

TABLE OF CONTENTS

GENERAL INFORMATION	2
FOREWORD.....	2
TABLE OF CONTENTS.....	3
THE INTERNATIONAL COUNCIL MEETING GUIDE	10
OBLIGATIONS OF THE NATIONAL GROUPS	13
REMINDERS	15
General Reminder.....	15
Deadlines for Nominations.....	16
Call for the Host of the International Council Meeting in spring 2017	17
Election of the Host of the International Council Meeting in spring 2017.....	18
Nomination and Election of Council Guests for ICM Malta 2016	19
Memento	20
DRAFT TIMETABLES AND AGENDAS.....	23
ICM TIMETABLE.....	23
General Timetable	23
DRAFT PLENARY AGENDA	24
Opening Plenary: Sunday, October 18 th , 2015	24
Mid Plenary: Wednesday, October 21 st , 2015.....	26
Final Plenary: Saturday, October 24 th , 2015.....	28
BOARD MANAGEMENT, EXTERNAL RELATIONS AND EXPANSION WORKSHOP	31
Timetable	31
Preparations and Reminders for the Board Management, External Relations and Expansion Workshop.....	32
Draft Agenda.....	33
Sunday, October 18th, 2015 (17:30 – 20:30)	33
Monday, October 19th, 2015 (10:00 – 19:00)	35
Tuesday, October 20th, 2015 (10:00 – 19:00)	38
Wednesday, October 21st, 2015 (10:00 – 13:00)	41
Friday, October 23rd, 2015 (10:00 – 19:00)	42
INTERNAL MANAGEMENT WORKSHOP	45
Timetable	45

Preparations and Reminders for the Internal Management Workshop.....	46
IM Booster Pump	47
Draft Agenda.....	48
Sunday, October 18th, 2015 (17:30 – 20:30)	48
Monday, October 19th, 2015 (10:00 – 19:00)	50
Tuesday, October 20th, 2015 (10:00 – 19:00)	53
Wednesday, October 21st, 2015 (10:00 – 13:00)	56
Friday, October 23rd, 2015 (10:00 – 19:00)	57
FINANCIAL MANAGEMENT WORKSHOP	59
Timetable	59
Preparations and Reminders for the Financial Management Workshop.....	60
Draft Agenda.....	61
Sunday, October 18th, 2015 (17:30 – 20:30)	61
Monday, October 19th, 2015 (10:00 – 19:00)	63
Tuesday, October 20th, 2015 (10:00 – 19:00)	66
Wednesday, October 21st, 2015 (10:00 – 13:00)	68
Friday, October 23rd, 2015 (10:00 – 19:00)	70
MARKETING WORKSHOP.....	73
Timetable	73
Preparations and Reminders for the Marketing Workshop	74
Draft Agenda.....	75
Sunday, October 18th, 2015 (17:30 – 20:30)	75
Monday, October 19th, 2015 (10:00 – 19:00)	77
Tuesday, October 20th, 2015 (10:00 – 19:00)	80
Wednesday, October 21st, 2015 (10:00 – 13:00)	82
Friday, October 23rd, 2015 (10:00 – 19:00)	83
ACADEMIC ACTIVITIES WORKSHOP	86
Timetable	86
Preparations and Reminders for the Academic Activities Workshop	87
Draft Agenda.....	88
Sunday, October 18th, 2015 (17:30 – 20:30)	88
Monday, October 19th, 2015 (10:00 – 19:00)	90
Tuesday, October 20th, 2015 (10:00 – 19:00)	93

Wednesday, October 21st, 2015 (10:00 – 13:00)	96
Friday, October 23rd, 2015 (10:00 – 19:00)	98
SEMINARS AND CONFERENCES WORKSHOP.....	102
Timetable	102
Preparations and Reminders for the Seminars and Conferences Workshop.....	103
Draft Agenda.....	104
Sunday, October 18th, 2015 (17:30 – 20:30)	104
Monday, October 19th, 2015 (10:00 – 19:00)	106
Tuesday, October 20th, 2015 (10:00 – 19:00)	108
Wednesday, October 21st, 2015 (10:00 – 13:00)	110
Friday, October 23rd, 2015 (10:00 – 19:00)	111
STUDENT TRAINEE EXCHANGE PROGRAMME WORKSHOP	115
Timetable	115
Preparations and Reminders for the Student Trainee Exchange Programme Workshop..	116
Draft Agenda.....	117
Sunday, October 18th, 2015 (17:30 – 20:30)	117
Monday, October 19th, 2015 (10:00 – 19:00)	119
Tuesday, October 20th, 2015 (10:00 – 19:00)	122
Wednesday, October 21st, 2015 (10:00 – 13:00)	123
Friday, October 23rd, 2015 (10:00 – 19:00)	125
ACTIVITY REPORTS.....	128
INTERNATIONAL BOARD 2015/2016.....	128
ANNA HAIPOLA, President of ELSA International 2015/2016.....	128
HECTOR TSAMIS, Secretary General of ELSA International 2015/2016	130
MAREK ŠKULTÉTY, Treasurer of ELSA International 2015/2016.....	133
DAGNE SABOCKYTE, Vice President for Marketing of ELSA International 2015/2016 ...	137
ANTONIA MARKOVITI, Vice President for Academic Activities of ELSA International 2015/2016.....	139
ADA GAWRYSIAK, Vice President for Moot Court Competitions of ELSA International 2015/2016.....	141
MATEJ SADLOŇ, Vice President for Seminars and Conferences of ELSA International 2015/2016.....	144
VEDRAN STANKOVIĆ, Vice President for Student Trainee Exchange Programme of ELSA International 2015/2016.....	146

INTERNATIONAL BOARD 2014/2015.....	148
ARMIN KHOSHNEWISZADEH, President of ELSA International 2014/2015	148
ALINA SHCHETININA, Secretary General of ELSA International 2014/2015.....	151
LAURI VAIHEMÄKI, Treasurer of ELSA International 2014/2015	154
IDIL BUKE CIVELEK, Vice President for Marketing of ELSA International 2014/2015 ...	157
OLAV VOGT ENGELAND, Vice President for Academic Activities of ELSA International 2014/2015.....	160
TANJA SHEIKHI, Vice President for Moot Court Competitions of ELSA International 2014/2015.....	163
MARKO DOLENEC, Vice President for Seminars and Conferences of ELSA International 2014/2015.....	166
DARIIA OLIINYK, Vice President for Student Trainee Exchange Programme of ELSA International 2014/2015.....	171
ELSA INTERNATIONAL TEAM 2014/2015.....	173
NICOLAS HAAS, Assistant for Jurisdiction of ELSA International 2014/2015.....	173
LOES VAN DER GRAAF AND NICOLAS STANGL, Strategic Implementation Team of ELSA International 2014/2015.....	174
MAKAR HOLST AND HECTOR TSAMIS, Human Resources Team of ELSA International 2014/2015.....	175
BEA ŠEBALJ, Director for Financial Management of ELSA International 2014/2015	177
MAREK ŠKULTÉTY, Director for Financial Management of ELSA International 2014/2015	178
SOFIA JOHANSSON, ROSTISLAV ANDRLÍK AND ALEXANDER BISCHOFF, Graphic Design Team of ELSA International 2014/2015.....	180
VAKO TCHILASHVILI, Director for Advertising of ELSA International 2014/2015.....	182
ADRIANA MOÇAS, Director for Human Rights of ELSA International 2014/2015	184
BRUNO FILIPE MONTEIRO, International Academic Coordinator of the Legal Research Group on Social Rights of ELSA International 2014/2015	186
DESIRÉE RAMADA, International Human Resources Coordinator of the Legal Research Group on Social Rights of ELSA International 2014/2015	187
IOANNIS KOUVAKAS, International Linguistic Editor of the Legal Research Group on Social Rights of ELSA International 2014/2015.....	188
CARLOTA FERNÁNDEZ DE LA CANCELA, International Technical Editor of the Legal Research Group on Social Rights of ELSA International 2014/2015	189
IDA DOJČINOVIĆ AND HANA PAVLIŠOVÁ, Assistants for the European Human Rights Moot Court Competition (EHRMCC) of ELSA International 2014/2015.....	190

ADA GAWRYSIAK AND BOGDAN ILEA, Assistants for the ELSA Moot Court Competition on WTO Law (EMC2) of ELSA International 2014/2015	192
HORIANA SECARA, MARTIN DEBUSMANN, FRIDA FOSTVEDT, MIA VUCEVAC, DIRK DE BOER AND ELIANA ROCCHI, Delegations Team of ELSA International 2014/2015	193
JOSIE BEAL, Director for International Focus Programme of ELSA International 2014/2015	197
CLAUDIO GRIECO, Director for Human Resources in STEP of ELSA International 2014/2015	199
PATRICK ZISCHECK, Assistant for Institutional Visits and Study Visits of ELSA International 2014/2015	200
GUILLERMO ANDRÉS ALBEROLA, Assistant for Law Schools of ELSA International 2014/2015	202
ŠÁRKA DIMITRIADISOVÁ, Assistant for STEP Regional Development of ELSA International 2014/2015	203
STEFANIA-DESPOINA EFSTATHIOU, Assistant for STEP Regional Development of ELSA International 2014/2015	204
ALYONA LITVINOVA, Assistant for STEP Regional Development of ELSA International 2014/2015	205
MARKUS FRIEDRICH HAWICKENBRAUCK, Assistant for STEP Regional Development of ELSA International 2014/2015	206
PROPOSALS	207
THE INTERNATIONAL BOARD	207
Standing Orders amendment concerning article 2	207
Standing Orders amendment concerning article 7	209
Standing Orders amendment concerning article 17	211
Council Meeting Decision Book amendment concerning the section “International Focus Programme” of the General Part (GEN 02/12 IV)	216
Council Meeting Decision Book amendment concerning the section “International Focus Programme” of the General Part (GEN 02/12 IV)	218
Council Meeting Decision Book amendment concerning the section “International Focus Programme” of the General Part (GEN 02/12 IV)	220
Council Meeting Decision Book amendment concerning the section “Jurisdiction Working Group” of the General Part (GEN 01/14 V)	222
Council Meeting Decision Book amendment concerning the section “Information Technology” of the Internal Management part (IM 01/12 III)	224
Council Meeting Decision Book amendment concerning the section “The ELSA Development Foundation” of the Financial Management part (FM 01/06 II)	225

Council Meeting Decision Book amendment concerning the addition of a new section called “Financial Strategy of ELSA International” under the Financial Management part	230
Council Meeting Decision Book amendment concerning the section “S&C Policies, Minimum Quality Standards and Responsibilities” of the Seminars & Conferences part (SC 01/13 I)	236
NATIONAL GROUPS	243
Statutes amendment concerning article 11.....	243
Council Meeting Decision Book amendment concerning the section “Uniformity” of the Marketing part (MAR 01/08 I)	245
Council Meeting Decision Book amendment concerning the section “S&C Policies, Minimum Quality Standards and Responsibilities” of the Seminars & Conferences part (SC 01/13 I)	248
Council Meeting Decision Book amendment concerning the section “STEP Procedure” of the Student Trainee Exchange Programme part (STEP 01/09 I)	250
THE INTERNATIONAL PRESIDENTS’ MEETING	251
Statutes amendment concerning article 11.....	251
Standing Orders amendment concerning article 17	252
Council Meeting Decision Book amendment concerning the section “External Relations” of the Board Management, External Relations and Expansion part (BEE 01/12 II).....	253
INPUT PAPERS	256
THE INTERNATIONAL BOARD.....	256
Input Paper on the 1 st proposal for the New Topic of the International Focus Programme – Environmental Law	256
Input Paper on the 2 nd proposal for the New Topic of the International Focus Programme – International Humanitarian Law	265
Input Paper on the 3 rd proposal for the New Topic of the International Focus Programme – Migration Law	270
Input Paper on the proposal concerning ELSA Law Schools and on the Summer Cycle Calendar.....	274
ELSA INTERNATIONAL TEAM	277
Input Paper on the Arbitration Clause of ELSA International	277
NATIONAL GROUPS	279
Input Paper on the New Topic for the International Focus Programme	279
APPLICATIONS	283
MEMBERSHIP APPLICATIONS.....	283
Membership Application of ELSA Armenia.....	283

ANNEXES.....	299
ANNEX 1 – FINAL ACCOUNTS OF ELSA INTERNATIONAL 2014/2015.....	299
ANNEX 2 – FINAL ACCOUNTS OF THE ELSA DEVELOPMENT FOUNDATION 2014/2015	300
ANNEX 3 – INTERNAL AUDITOR’S REPORT ON THE FINAL ACCOUNTS 2014/2015	301
ANNEX 4 – PROPOSED REVISION OF THE BUDGET OF ELSA INTERNATIONAL 2015/2016	307
ANNEX 5 – DEBTORS OF ELSA INTERNATIONAL AS OF SEPTEMBER 20 TH , 2015	311
ANNEX 6 – STRATEGIC PLAN YEARLY REPORT.....	315
ANNEX 7 – DRAFT INTERNATIONAL COUNCIL MEETING HOST AGREEMENT	318
ANNEX 8 – LETTER OF AUTHORISATION	326

THE INTERNATIONAL COUNCIL MEETING GUIDE

What is an International Council Meeting?

The International Council Meeting is one of the four international internal meetings of ELSA and one of the two statutory meetings of the Association.

It brings together Officers of all areas from the whole ELSA Network. It consists of both Plenary and Workshop sessions. The main aims of this meeting are:

- a. to provide an opportunity for all Officers to meet, to get informed about the latest updates in their respective areas and to exchange ideas, and
- b. to summon the Council, which discusses issues concerning the administration and the further development of the Association.

The Council represents the Members and Observers of ELSA and is the supreme decision-making body of the Association, whose decisions are binding upon the International Board, the Members and the Observers of ELSA. A Council decision can only be overturned by a subsequent Council decision.

The International Council Meeting is held on a biannual basis, once in spring and once in autumn.

What is a Workshop?

Workshops provide an introduction to or a review of topics of interest. They offer space for interaction, discussion and exchange of information, while the participants explore different subjects and develop their soft skills.

In each ICM, there are seven Workshops; one for each area of activity. Each Workshop is conducted by the respective International Board member(s) and chaired by an experienced delegate.

The following Workshops will be held during the ICM:

Board Management, External Relations and Expansion (BEE) – conducted by the President of ELSA International and attended by National Presidents and other BEE Officers.

Internal Management (IM) – conducted by the Secretary General of ELSA International and attended by National Secretaries General and other IM Officers.

Financial Management (FM) – conducted by the Treasurer of ELSA International and attended by National Treasurers and other FM Officers.

Marketing (MKT) – conducted by the Vice President for Marketing of ELSA International and attended by National Vice Presidents for Marketing and other Marketing Officers.

Academic Activities (AA) – conducted by the Vice President for Academic Activities and the Vice President for Moot Court Competitions of ELSA International and attended by National Vice Presidents for Academic Activities, National Vice Presidents for Moot Court Competitions and other AA and MCC Officers.

Seminars and Conferences (S&C) – conducted by the Vice President for Seminars and Conferences of ELSA International and attended by National Vice Presidents for Seminars and Conferences and other S&C Officers.

Student Trainee Exchange Programme (STEP) – conducted by the Vice President for Student Trainee Exchange Programme of ELSA International and attended by National Vice Presidents for Student Trainee Exchange Programme and other STEP officers.

What is a Joint Workshop?

A Joint Workshop sets on the table a topic that is worth being discussed by the Officers of more than one area.

Who is a Workshop Officer?

There are at least four Workshop Officers in the ICM: the *Chair*, the *Vice Chair* and the two *Secretaries*. If necessary, more *Secretaries* can be appointed.

The task of the Chair is to conduct the Workshop in good order, to lead it together with the respective member of the International Board of ELSA and to prepare and present the Workshop report to the Council.

The role of the Vice Chair is to assist the Chair and stand in for him/her in the event of his/her absence.

The Secretaries are in charge of keeping the minutes of the Workshop and of the preparation of all the documents that have to be submitted to the Council.

During the Opening Workshop of each respective area, which will be held on Sunday, the Officers of the Workshop will be elected, and they will attend a training provided by ELSA International right after the end of the opening session in order to acknowledge the detailed guidelines for their task.

If you would like to become a Workshop Officer, please contact the respective member of ELSA International, as soon as possible in order to volunteer.

Who is a Council Meeting Officer?

There are at least nine Council Meeting Officers supporting the Council proceedings during each ICM: the *Chair*, the *Vice Chair*, two to four *Secretaries*, two to six *Tellers*, and three members of the *Nominations Committee*. The Council Meeting Officers ensure that some of the most important tasks regarding the Plenary sessions of an ICM are carried out properly.

The role of the Chair of the Plenary is to ensure that the Council Meeting agenda is respected and adhered to, to supervise and assist the other Council Meeting Officers, to invite people to address the Council, to decide when to put proposals to a vote, to supervise the voting procedure, to announce the result of the voting procedure, to supervise the election procedure, to bring the meeting to order and to resolve any question concerning the Council Meeting proceedings.

The role of the Vice Chair is to assist the Chair and stand in for him/her in the event of his/her absence.

The role of each Secretary is to keep the minutes of the Plenary sessions. The Secretaries are responsible to the Secretary General of ELSA International and should always refer to him/her in case of difficulty.

The role of each Teller is to count the votes, compare the results of the counting procedure, and inform the Chair about the result. The Tellers shall not be voting delegates.

The role of each member of the Nominations Committee is to receive nominations for all the elections and to announce them to the Council. Therefore, it is recommended that the Nominations Committee be comprised of well-known individuals in the Network so that it is easier for people to find and approach them.

OBLIGATIONS OF THE NATIONAL GROUPS

Important information!

In accordance with article 11.5 of the Statutes of ELSA, the voting rights of a Member National Group are suspended during an ICM, if the National Group:

- a. has not entirely fulfilled its **financial obligations** towards ELSA International, or
- b. has not submitted the **State of the Network Inquiry** (SotN Inquiry) to ELSA International.

For this purpose, please address all financial enquiries concerning debts towards ELSA International to the Treasurer of ELSA International in due time before the ICM at treasurer@elsa.org.

Moreover, all SotN Inquiries must be thoroughly filled out and submitted in one document to the Secretary General of ELSA International. Please make sure that your National Group submits the SotN Inquiry fourteen (14) days before the opening of the International Council Meeting in order to facilitate the procedure during the ICM. If you need any clarifications regarding the SotN Inquiry, please contact the Secretary General of ELSA International at secgen@elsa.org.

According to article 5.4 of the Standing Orders of ELSA, for the delegates representing a Member National Group to be allowed to participate in the Council, they must be duly authorised to vote in the Council on behalf of their National Group and must, therefore, hand in to the Secretary General of ELSA International the **Letter of Authorisation** signed by

two (2) elected National Board members of the respective National Group. Each Letter of Authorisation shall be accompanied with a list of Local Groups that are currently Members and Observers of the respective National Group. This list shall be written at the back of the Letter of Authorisation sheet.

In order for the Council to reach the necessary quorum, as stated in article 11.4 of the Statutes of ELSA and be fully competent, it is highly recommended that the Member National Groups, which are not going to be represented in the Council by their own delegates, give a proxy to another Member National Group following the rules of article 8 of the Standing Orders of ELSA.

National Groups, who have Observer status, are also obliged to hand in to the Secretary General of ELSA International the Letter of Authorisation, following the instructions described above, in order to receive their presence card.

REMINDERS

General Reminder

If you really want to enjoy this ICM,

DO NOT FORGET THE FOLLOWING:

“Be prepared to speak and to speak be prepared!”

To be prepared for the Workshops...

- Read these Working Materials from cover to cover;
- Read the minutes of at least the two previous ICMs ([LXVI ICM Bodrum 2014](#) and [LXVII ICM Cluj-Napoca 2015](#));
- Read the [Statutes and Standing Orders](#) of ELSA International carefully;
- Read and bring with you a copy of the latest edition of the [Council Meeting Decision Book](#);
- Bring the [One Year Operational Plan](#) of the International Board of ELSA for the term 2015/2016;
- Bring your marketing materials so that you can promote your events;

To be prepared for your stay in Batumi...

- Check out the [Facebook page of the ICM Batumi](#) for further details, and make sure you have taken note of all the instructions given by the Organising Committee;
- Make travel arrangements to be in Batumi, Georgia, in time for the opening of the ICM at 14.00 on Sunday, October 18th, 2015;
- Bring formal clothes for the Plenary sessions;
- Rehearse your performance for the ELSA VISION CONTEST!

To be prepared for being celebrated as a true legend...

- Consider being a Workshop Secretary;
- Consider being a Plenary Secretary;
- Consider being a Teller;
- Consider being a member of the Nominations Committee;
- Consider hosting the LXXI ICM in spring 2017.

To be prepared for the time of your life...

- Bring your NATIONAL DRINKS and SWEETS!
- Bring your good mood and happy smiles!
- Bring all of your ELSA Spirit!

Deadlines for Nominations

The deadline for nominations for
**INTERNATIONAL COUNCIL MEETING HOST
SPRING 2017**

is on Tuesday, the 20th of October 2015, at 23:59 (local time).

and

The deadline for nominations for
COUNCIL GUESTS FOR ICM MALTA 2016

is on Friday the 23rd of October 2015, at 23:59 (local time).

Call for the Host of the International Council Meeting in spring 2017



The European Law Students' Association

SPRING ICM 2017

Do you want to have your name written in ELSA History?

Imagine the best ELSA experience ever!

Everything at one place – law students,
perfectly organised workshops and trainings!

Do you wonder how it feels to be the host of an international meeting,
consisting of workshops, fun, joy, and amazing people
from all over Europe?

Did you think that this event can happen in your country?

APPLY FOR HOSTING ICM SPRING 2017!

SEE THE DRAFT ICM HOST AGREEMENT [HERE!](#)

Election of the Host of the International Council Meeting in spring 2017

The hosts for the two upcoming ICMs, following the LXVIII ICM Batumi 2015, have already been appointed. The spring ICM 2016 will take place in Qawra, Malta, organised by ELSA Malta, and the autumn ICM 2016 will take place in Coimbra, Portugal, organised by ELSA Portugal.

If your National or Local ELSA Group is thinking about organising an ICM in spring 2017, this is the right moment for you to apply!

Prepare an application that will contain the name of the proposed venue, a draft budget and a draft programme, hand it in to the International Board and sign the ICM Host Agreement that you may find annexed to these Working Materials by Tuesday, October 20th, 2015. You will then have the opportunity to present your candidacy in the Plenary. In the end, the Council decides upon the host.

Host candidates shall be nominated by a Member National Group and seconded by another Member National Group. National Groups with Observer status cannot nominate or second nominations. It is possible to be nominated by one's own National Group. Nomination sheets will be available from the Nominations Committee during the ICM.

For the sake of fairness, it is highly recommended that the materials of all candidates are distributed to the National Groups at the same moment, so please come prepared with your documents when the ICM starts.

“In order to achieve great things, you must not only act, but also dream.” Imagine your National and Local Group writing history by inviting the whole ELSA Network for a unique event. So, dream and APPLY!

Should you need more information, do not hesitate to contact the Secretary General of ELSA International at secgen@elsa.org.

Nomination and Election of Council Guests for ICM Malta 2016

At each International Council Meeting, the Council elects a maximum of three individuals as Council Guests for the next Council Meeting.

Council Guests are often elected amongst those people who have made a particular contribution to ELSA and who would not otherwise have the right to attend the following International Council Meeting.

Each candidate shall be nominated by a Member National Group and seconded by another Member National Group. Nomination sheets will be available from the Nominations Committee during the ICM.

The deadline for nominations for Council Guests who will attend the LXIX ICM in Qawra, Malta, is on Friday, October 23rd, 2015.

Memento

Voting Rights in the Plenary

Each Member National Group has three voting cards/rights and may split them during any voting procedure according to the will of its voting delegates. Your National Group is **NOT** eligible to vote in the Plenary unless:

- 1) You have filled in and submitted the **State of the Network Inquiry** to ELSA International.

Please make sure that the Secretary General of ELSA International has received the responses of your National Group to the State of the Network Inquiry.

- 2) You have **paid all debts** due to ELSA International.

Please confirm the debt situation of your National Group with the Treasurer of ELSA International prior to the ICM.

- 3) You have handed in the **Letter of Authorisation** to the Secretary General of ELSA International. Please fill in the Letter of Authorisation annexed to these ICM Working Materials.

The Letter of Authorisation must include:

- the contact details of your National Group;
- the names of the delegates of your National Group who are allowed to raise the voting cards during the voting process;
- the names of all other delegates representing your National Group;
- the list of Local Groups that are currently Members or Observers of your National Group (please indicate the status of each local group); and
- the signatures of two elected National Board members authenticating the letter.

The Letter of Authorisation should be filled in and handed in **BEFORE** the start of the Opening Plenary on Sunday if you wish to receive your voting cards/rights. Please make sure that the Letter of Authorisation is submitted to the Secretary General of ELSA International in due time.

Head of Delegation

Every National Group must have a *Head of Delegation*. This person will be responsible for making sure that the delegates of his/her National Group:

- are on time in the Workshops and in the Plenary sessions;
- are informed about all practicalities, before and during the ICM;
- are summoned to discuss important issues raised in the Workshops and in the Plenary during reporting time.

Reporting Time

After the daily Workshop sessions are over, the National Groups will be granted reporting time (please check the General ICM and Workshop timetables for the specific hours).

This is the moment when the delegation meets and discusses important matters brought up in the Workshops and in the Plenary. It is also a perfect moment to foster real ELSA Spirit within your delegation, since an ICM is the right place to create friendships outside *and* inside your national team.

The Head of Delegation is responsible for gathering all the members of the National delegation.

ELSA Vision Contest

Please be ready to make an act and/or a singing and dancing performance in order to represent your National Group in a fabulous and funny way. The ELSA Vision Contest will take place during one of the parties of the ICM. The International Board will be the jury of this event.

Voting Rights in the Workshops

In the Workshops, both area and joint ones, each Member National Group has only one vote, no matter how many people from the same National Group are present. Make sure that you prepare and coordinate your delegation and appoint one person from your delegation to be your voting delegate in the Workshops.

Plenary Presentations

During the Plenary sessions, the National Groups may want to present their events and activities. In order to ensure the best possible efficiency to the Council proceedings, we hereby set some rules for the National Groups interested in making a presentation during the Plenary sessions:

- The demonstration of any presentations during the Plenary sessions will be up to the discretion of the Chair and/or Vice Chair.

- No presentations will be allowed if not matching the following criteria:
 1. having an appropriate length (between 3 and 5 minutes);
 2. be in accordance with the principles of ELSA;
 3. be given to the Chair, the Vice Chair or the Vice President for Marketing of ELSA International before 08:00 pm of the day before they are to be made.

- The priority of acceptance will be as follows:
 1. Statutory Meetings;
 2. International Area Meetings (non-statutory);
 3. Training Events;
 4. ELSA Core Activities events;
 5. Social Events;
 6. Other events or activities.

Finger Rules for the Workshops

The “finger rules” are intended to make the job of the Chair and the Vice Chair easier and to ensure that the discussions are as effective and smooth as possible.

The theory behind the finger rules is simple; you indicate what you want to state by using one of the following gestures:

One finger:	New idea/topic
Two fingers:	Reply/comment
Three fingers:	End the discussion – the current debate is not useful
Pinkie finger:	Technical remark (e.g. “open the window” or “the text is too small”)
Scissors gesture:	Remove/cut from the speakers’ list.
Thumb up/down:	Show immediate feedback to a statement, instead of asking for the word to only say “I like this idea” or “I don’t like this idea”.

The priority amongst the different gestures goes in the following order and is depicted in the pictures below: pinkie, three fingers, two fingers and one finger. With this system, the Chair can more easily moderate the discussions. Scissors gesture and thumbs up/down do not require a direct reaction by the Chair and that is why there is no priority rule applied for them.



DRAFT TIMETABLES AND AGENDAS**ICM TIMETABLE****General Timetable****ICM BATUMI DRAFT TIMETABLE**

Time	Sun 18 th	Mon 19 th	Tue 20 th	Wed 21 th	Thu 22 th	Fri 23 th	Sat 24 st	Sun 25 th	
08:00	Arrival of the Participants	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	
08:30									
09:00									
09:30									
10:00									
10:30	Workshops	Workshops	Workshops	Conference	Workshops	Final Plenary	Departure of the Participants		
11:00									
11:30									
12:00									
12:30									
13:00	Letters of Authorisation & Payments	Lunch	Lunch	Lunch	Lunch	Lunch	Lunch	Departure of the Participants	
13:30									
14:00	Opening Plenary	Workshops	Workshops	Mid Plenary	Sightseeing	Workshops	Final Plenary		Departure of the Participants
14:30									
15:00									
15:30									
16:00									
16:30	Opening Workshops	Reporting Time	Reporting Time	Dressing Time	Reporting Time	Final Plenary	Departure of the Participants		
17:00									
17:30	Officers' Training	Freshers' Workshop	Reporting Time	Transport	Reporting Time	Final Plenary		Departure of the Participants	
18:00									
18:30	HoD	Dinner	Dinner	Dinner	Dinner	Dinner			Departure of the Participants
19:00									
19:30	Dinner	Dinner	Dinner	Dinner	Dinner	Dinner	Departure of the Participants		
20:00									
20:30	Party	Party	Party	Party	Gala Ball	Party		Party	
21:00									
21:30									
22:00									
22:30									
23:00									
23:30									

DRAFT PLENARY AGENDA**Opening Plenary: Sunday, October 18th, 2015**

- Morning Arrival and Registration of the participants
- 13:00 **Delivery of the Letters of Authorisation and Payments due to ELSA International**
- 14:00 **Introduction of the International Board 2015/2016**
Irakli Karkashadze, Head of the Organising Committee
- 14:10 **Opening of the Council Meeting by the President of ELSA International**
Anna Haipola
- 14:15 **Presentation of the ELSA International Team 2015/2016**
Anna Haipola
- 14:25 **Welcoming of Council Guests and Externals**
Anna Haipola
- 14:35 **Presentation and information by the Organising Committee of the International Council Meeting**
Irakli Karkashadze, Head of the Organising Committee
- 14:45 **Presentation of ICM Sponsors and Partners**
Irakli Karkashadze, Head of the Organising Committee
- 15:00 **Announcement of the list of votes by the Secretary General of ELSA International**
Hector Tsamis
- 15:15 **Reading out the agreement between ELSA Greece and ELSA Republic of Macedonia (Council Decision PLE 01/99 II)**
Hector Tsamis
- 15:20 **Election of the Chair of the Plenary**
Hector Tsamis

- 15:30 **Election of the other Plenary Officers: the Vice Chair, two to four Secretaries, two to six Tellers, and three members of the Nominations Committee**
Chair
- 16:00 **Approval of the Council Meeting Agenda and presentation of the Council Meeting structure**
Chair
- 16:20 **Approval of the Minutes of the LXVII International Council Meeting in Cluj-Napoca, Romania, spring 2015**
Chair
- 16:30 **Report from the LI International Presidents' Meeting in Thessaloniki, Greece, summer 2015**
Chair of the LI IPM Thessaloniki 2015
- 16:40 **Reports from the V Supporting Area Meeting in Prague, Czech Republic**
Chairs of the V SAM Prague 2015
- 16:55 **Reports from the V Key Area Meeting in Salento, Italy**
Chairs of the V KAM Salento 2015
- 17:05 **Information regarding the Officers' and Freshers' Training**
Hector Tsamis
- 17:10 **Information regarding the Head of Delegation Meeting**
Hector Tsamis
- 17:15 **End of the Opening Plenary session**

Mid Plenary: Wednesday, October 21st, 2015

- 15:00 **Revision of the list of votes**
Hector Tsamis
- 15:20 **Information from the Organising Committee**
Organising Committee
- 15:30 **Announcement of nominations**
Nominations Committee
- 15:40 **Presentation of ELSA International's Partners**
Anna Haipola
- 15:50 **Presentation and approval of the Joint BEE and FM workshop related proposals**
Chair and Workshop Chair
- 16:05 **Presentation and approval of the Joint IM and MKT workshop related proposals**
Chair and Workshop Chair
- 16:15 **Presentation and approval of the FM workshop related proposals**
Chair and Workshop Chair
- 16:30 **Presentation and approval of the MKT workshop related proposals**
Chair and Workshop Chair
- 16:45 **Presentation and approval of the S&C workshop related proposals**
Chair and Workshop Chair
- 17:00 Break
- 17:15 **Presentation of the LRG Conference and the new Legal Research Group of ELSA International**
Antonia Markoviti
- 17:25 **Presentation of ALSA**
Haryo Ahmad Viditaris Sasongko

- 17:45 **Presentation and approval of the Joint BEE and IM workshop related proposals**
Chair and Workshop Chair
- 18:30 **Proposed Revision of the Budget of ELSA International 2015/2016**
Chair and Workshop Chair
- 19:00 **Break**
- 19:15 **Presentation by the Council of Europe**
Barbara Orkwiszewska
- 19:35 **Presentation of the ICM Host Candidate(s), spring 2017**
Chair and Candidate(s)
- 19:45 **Questions and Answers to the ICM Host Candidate(s), spring 2017**
Chair and Candidate(s)
- 19:55 **Presentation of the voting procedure**
Chair
- 20:05 **Handing out ballot sheets**
Hector Tsamis
- 20:15 **Break**
- 20:25 **Casting of the votes**
- 20:45 **Presentations of international events**
- 21:15 **Announcement of the results of the elections**
Chair
- 21:30 **End of the Mid Plenary session**

Final Plenary: Saturday, October 24th, 2015

- 10:00 **Revision of the list of votes**
Hector Tsamis
- 10:20 **Announcement of nominations**
Nominations Committee
- 10:30 **Presentation and approval of the BEE Workshop Report and related proposals and recommendations**
Chair and Workshop Chair
- 10:50 **Presentation and approval of the S&C Workshop Report and related proposals and recommendations**
Chair and Workshop Chair
- 11:10 **Presentation and approval of the STEP Workshop Report and related proposals and recommendations**
Chair and Workshop Chair
- 11:30 **Presentation and approval of the AA Workshop Report**
Chair and Workshop Chair
- 11:45 **Report from the President of the International Board 2014/2015**
Armin Khoshnewiszadeh
- 12:15 **Presentation of the Final Accounts of ELSA International 2014/2015 and External Auditors' Reports 2014/2015**
Chair, Lauri Vaihemäki and Workshop Chair
- 12:35 **Internal Auditors' Reports 2014/2015**
Harry Mach and Angelica Bertino
- 12:55 **Presentation of the Final Accounts of ELSA Development foundation 2014/2015**
Chair, Lauri Vaihemäki and Workshop Chair
- 13:15 **Relief of Responsibility of the International Board 2014/2015**
Chair
- 13:30 **Lunch Break**
-

- 15:00 **Revision of the list of votes**
Hector Tsamis
- 15:20 **Presentation and approval of the MKT Workshop Report and recommendations**
Chair and Workshop Chair
- 15:35 **Presentation and approval of the FM Workshop Report and recommendations**
Chair and Workshop Chair
- 15:50 **Presentation and approval of the IM Workshop Report and recommendations**
Chair and Workshop Chair
- 16:05 **Membership application of ELSA Armenia**
Chair, Workshop Chair and representatives of ELSA Armenia
- 16:10 **Q&A Membership application of ELSA Armenia**
Chair, representatives of ELSA Armenia
- 16:20 **Presentation of the Council Guests for the Spring ICM 2016**
Nominations Committee
- 16:30 **Presentation of the work of the working groups for new IFP topic**
Chair and working groups
- 17:30 **Presentation of the voting procedure**
Chair
- 18:00 **Handing out ballot sheets**
Hector Tsamis
- 18:20 **Break**
- 18:35 **Casting of the votes**
- 19:00 **Presentation on Moot Court Competitions**
Ada Gawrysiak
- 19:15 **Presentation of ELS**
Moritz Am Ende

- 19:30 **Questions and Answers, ELSA International**
 Chair
- 20:00 **Presentations of international events**
- 20:30 **Announcement of the results of the elections**
 Chair
- 20.45 **Miscellaneous**
- 21.00 **Closing of the LXVIII International Council Meeting**
 Anna Haipola

BOARD MANAGEMENT, EXTERNAL RELATIONS AND EXPANSION WORKSHOP

Timetable

Time	Sun 18 th	Mon 19 th	Tue 20 th	Wed 21 th	Thu 22 th	Fri 23 th	Sat 24 st	Sun 25 th
08:00	Arrival of the Participants	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast
08:30								
09:00								
09:30		Activity Reports	How to sell ELSA	Training	Conference	BEE Proposal	Final Plenary	Departure of the Participants
10:00								
10:30								
11:00								
11:30	BEE, MKT & STEP: ELSA Recruiting	BEE & IM: Proposals on Regulations	New Corporate Partner					
12:00								
12:30								
13:00	Letters of Authorisation & Payments	Lunch	Lunch	Lunch	Lunch	Lunch		
13:30								
14:00	Opening Plenary	BEE, IM & FM: Memb. Appl.	BEE, AA, S&C & STEP: Current IFP Topic (Media Law)	Mid Plenary	Sightseeing	BEE & FM: Final Accounts 2014/2015	Final Plenary	
14:30								
15:00		BEE & IM: Expansion	BEE, AA, S&C & STEP: New IFP Topic			BEE & FM: Relief of Responsibility 2014/2015		
15:30								
16:00								
16:30		BEE & FM: Financial Strategy Implementation	BEE, AA, S&C & STEP: New IFP Topic			Miscellaneous, Evaluation and Closing		
17:00								
17:30	Opening Workshop	BEE & FM: Budget Revision	Reporting Time					
18:00								
18:30	Officers' Training	Freshers' Workshop	Reporting Time	Dressing Time	Reporting Time			
19:00								
19:30	HoD	Dinner	Dinner	Transport	Dinner			
20:00								
20:30	Dinner	Dinner	Dinner	Gala Ball	Dinner			
21:00								
21:30	Party	Party	Party	Party	Party	Party		
22:00								
22:30								
23:00								
23:30								

Preparations and Reminders for the Board Management, External Relations and Expansion Workshop

In order to actively participate and contribute to the BEE Workshop, please do not forget to:

- Prepare a written Activity Report and send it to the BEE mailing list before the ICM;
- Send your board's OYOP to the BEE mailing list before the ICM;
- Skim through these Working Materials, and read the BEE part carefully;
- Read through all of the BEE-related proposals and discuss them with your Board;
- Read the [Statutes and Standing Orders](#) in force after the LXVII International Council Meeting held in Cluj-Napoca, Romania, last April;
- Read the parts dedicated to Board Management, External Relations and Expansion, and Strategic Planning of [the 42nd edition of the Council Meeting Decision Book](#);
- Read the Minutes of the BEE Workshop in the [LXVI International Council Meeting](#) held in Bodrum, Turkey, and the [LXVII International Council Meeting](#) held in Cluj-Napoca, Romania;
- Read the minutes from the [L International Presidents' Meeting](#) in Baku, Azerbaijan, and the LI International Presidents' Meeting held in Thessaloniki, Greece. The latter ones will be sent to the BEE mailing list as soon as they are corrected.

Kindly complete the above mentioned tasks. This is of great importance for the discussions and will greatly influence the quality of the outcome of the Workshop sessions. You should also check where the voting about each proposals is set in the Plenary agenda in order for you to be prepared.

Should you need any further clarifications, please do not hesitate to contact the President of ELSA International at president@elsa.org with any questions you may have.

It is highly recommended to use the listserv – BEE mailing list (ELSA-BEE@LISTSERV.ELSA.ORG) and start discussions already before the LXVIII International Council Meeting.

I can't wait to welcome you all to BEE Workshop in Batumi, where my journey in ELSA began!

Sincerely yours,



Anna Haipola
President

ELSA International 2015/2016

Draft Agenda

Sunday, October 18th, 2015 (17:30 – 20:30)

17:30 – 18:30

Opening Workshop

Aims:

To get to know each other and to talk about our expectations, forming a friendly atmosphere.

To discuss the purpose of this ICM, to present and approve the agenda and to elect the Workshop Officers.

To establish Workshop rules for the rest of the week.

Means:

- Opening of the BEE Workshop
- Round of introductions and expectations
- Election of the Chair, the Vice Chair and the Secretaries
- Workshop rules
- Presentation and approval of the agenda
- ICM Challenge

Preparation:

Prepare your inputs and expectations for this ICM. Read the agenda carefully and think about Workshop rules that can be adopted. Think about why we have these meetings and how we can profit the most from them. What does this ICM mean for you? What do you intend to get out of it?

Comments:

Breaking the ice and getting to know each other is essential in order to speak freely, exchange ideas and stay in touch after the ICM, until we meet again. A goal for the week is to get everyone to take part in the ICM challenge – this time we will be creating evergreen memories to take home with us.

18:30 – 20:00

Officers' Training

Aims:

To train the Council Meeting and Workshop Officers, and the Directors for ELSA Spirit of the LXVIII International Council Meeting on their fundamental tasks and responsibilities during the week.

Means:

- The Workshop Chairs and Vice Chairs' training will be delivered by the Chair and the Vice Chair of the Plenary.
- The Secretaries' training will be delivered by the Secretary General of ELSA International.
- The Tellers and Nomination Committee's trainings will be delivered by ELSA International.
- The Directors for ELSA Spirit's training will be delivered by the Treasurer of ELSA International.

Comments:

This is a training only for the Council Meeting and Workshop Officers, and Directors for ELSA Spirit.

18:30 – 20:00

Freshers' Workshop

Aims:

To give a general overview of ELSA, the International Board and the International Council Meeting.

Means:

- The workshop will be conducted by ELSA International.

Comments:

The participants attending an ICM for the first time and other participants interested in finding out more information shall take part in this Workshop.

20:00 – 20:30

Heads of Delegation's Meeting

Aims:

To provide the Heads of Delegation (HoD) of the various National Groups with information regarding their tasks and responsibilities during the week.

To address the Heads of Delegation concerning issues put forward by the ICM Organising Committee.

Means:

- The meeting will be coordinated by ELSA International and the ICM Organising Committee.

Comments:

The Heads of Delegation are the main communication channel between ELSA International and the Organising Committee, and the participants of the ICM. This is why, it is important for them to be provided with some useful information.

Monday, October 19th, 2015 (10:00 – 19:00)

10:00 – 11:30

Activity Reports

Aims:

To summarise the results of the 19th State of the Network questionnaire

To share our plans, ideas and challenges and to learn from each other's experiences.

Means:

- Presentation of the SotN results by ELSA International
- Roundtable to present Activity Reports on the period since the beginning of each one's term and to express the challenges that your National/Local Groups are facing. There is also the possibility to share your plans for your term.

Preparation:

Carefully fill in the State of the Network inquiry sent out on the mailing lists. Please make sure that you read through the Activity Reports and One Year Operational Plans sent to the BEE mailing list. During this workshop, you can share what you have done so far and what you will do, and also ask for inputs from the other Presidents; so, be ready to present your report.

11:30 – 13:00

ELSA Recruiting – Joint BEE, MKT & STEP

Aims:

To discuss how to spread job opportunities in the international Network and how to fundraise out of it.

Means:

- Presentation by ELSA International
- Discussion
- Conclusions

Comments:

ELSA International receives a lot of requests to promote internships and job vacancies inside our Network. Our members are supposedly interested in these opportunities and many companies are even willing to contribute financially to this promotion. What is missing is a platform, pricing and strategy on how to make sure that these announcements reach our individual members. A similar service, when it comes to job offers within one country, is also a good fundraising tool for National Groups.

13:00 – 15:00

Lunch

15:00 – 15:30

Membership Application of ELSA Armenia – Joint BEE, IM & FM

Aims:

To present and discuss the Membership application of ELSA Armenia.

Means:

- Introduction by ELSA International
- Presentation of the application by ELSA Armenia
- Q&A session

Preparation:

Please read the Membership application of ELSA Armenia, which can be found [here](#).

15:30 – 17:00

Expansion – Joint BEE & IM

Aims:

To define the Initiative Groups, Observer Groups and Member Groups' rights and obligations.
To update Presidents and Secretaries General on the plans for further expansion of the international ELSA Network.

Means:

- Presentation by ELSA International
- Discussion
- Conclusions

Preparations:

Familiarise yourself with the regulations regarding the Members and Observers of ELSA, under articles 5 to 9 of the Statutes and articles 2 and 3 of the Standing Orders.

17:00 – 18:00

Financial Strategy Implementation – Joint BEE & FM

Aims:

To present the Financial Strategy implementation proposal to the Presidents.
To discuss and provide inputs on the role of the Presidents in the implementation procedure of the Financial Strategy of ELSA International.
To vote upon a Workshop recommendation regarding the Financial Strategy implementation proposal to the Council.

Means:

- Recapitulation of the key aspects of the proposal by the Treasurers to their Presidents
- Shortened Presentation of the Financial Strategy proposal by ELSA International. The proposal can be found [here](#).
- Discussion on the proposal
- Q&A session
- Voting

Comments:

The implementation of the Financial Strategy of ELSA does not concern only the Treasurers, but the whole ELSA Network. Therefore, there is a need to collect all inputs on the topic from the Presidents as well, since they represent the National and Local Groups. After both the Treasurers and the Presidents have been familiarized with the idea, we shall proceed with a Q&A session in

order to clear out any possible concerns. The final voting on a recommendation of the proposal to the Council for approval shall follow up.

18:00 – 19:00

Budget Revision – Joint BEE & FM

Aims:

To revise the current budget of ELSA International 2015/2016, in order to properly reflect the changes since its proposed version.

To vote upon a Workshop recommendation regarding the revised budget to the Council.

Means:

- Presentation of the budget of ELSA International 2015/2016 and the proposal on its revision by the Treasurer of ELSA International. The proposal can be found [here](#).
- Q&A session
- Discussion on the proposal
- Voting

Preparation:

After an unexpected loss of a major source of income at the start of the term, it shall be necessary to reflect these changes within the budget. However, due to a very high profit achieved during the term 2014/2015, and also during the term 2013/2014, the proposal is aiming for a slight overall loss, as used to be a regular practice in the past.

Tuesday, October 20th, 2015 (10:00 – 19:00)

10:00 – 11:30

How to sell ELSA

Aims:

To improve Presidents' presentation and negotiation skills during the meetings with partners.

To define what we, as ELSA, can offer to partners and how we can benefit from the cooperation with them.

Means:

- Interactive exercise
- Brainstorming
- Negotiation exercise

Preparation:

Try to break down the agreements you have with your partners: what do they get out of it; what do you get out of them? Are we offering services, products, expertise or something else? Prepare to make an attractive offer to a potential partner during the exercise and to use your presentation skills.

11:30 – 13:00

Proposals on Regulations – Joint BEE & IM**Aims:**

To discuss the proposals submitted by the International Board, the National Groups and the International Presidents' Meeting for amending the Statutes and Standing Orders of ELSA.

To vote upon a Workshop recommendation per proposal to the Council.

Means:

- Presentation of the proposals
- Discussion
- Voting on the proposals

Preparation:

Please read carefully the three proposals on the Standing Orders submitted by the International Board, which can be found [here](#).

Please read carefully the proposal on the Council Meeting Decision Book submitted by the International Board, which can be found [here](#).

Please read carefully the proposal on the Statutes submitted by ELSA the Netherlands which can be found [here](#).

Please read carefully the two proposals on the Statutes and Standing Orders submitted by the International Presidents' Meeting, which can be found [here](#).

13:00 – 15:00

Lunch

15:00 – 16:30

Current IFP Topic (Media Law) – Joint BEE, AA, S&C & STEP

Aims:

To present the aim of the International Focus Programme in general and to discuss the aspects of the Media Law as the current IFP topic.

To present activities in the Network, which will focus on Media Law. To discuss the problems of the IFP implementation.

Means:

- Presentation by ELSA International
- Working Groups: “How does your National Group implement the IFP?”
- Discussion on current problems of the IFP implementation

Comments:

Our term is the final year of the Media Law International Focus Programme. This means that the whole year should aim at the evaluation. In addition to that, the implementation will end on the 31st of July 2016. For this reason, we have to highlight the importance of the IFP projects. The recommendation is to have a focus on Print Media. However, the implementation itself is always connected with some difficulties and, therefore, the aim of this workshop will be to discuss the problems and to find potential solutions.

16:30 – 19:00

New IFP Topic – Joint BEE, AA, S&C & STEP

Aims:

To discuss the outcome of the Working Groups’ research.

To discuss every proposed New IFP Topic and its respective timeline.

Means:

- Presentation by ELSA International
- Presentation of the proposed topics by the Working Groups
- Open discussion

Preparation:

Think about potential ways to implement the proposed topics in AA, S&C and STEP activities on a local level.

Comments:

It is essential to know the definition of the International Focus Programme and to understand its aim even before the ICM. The topic to be selected should be internationally relevant, should be a hot legal topic, should have a potential for academic discussion, should have an impact on everyday life, should generate interest and, last but not least, it should be attractive to sponsors at all levels. In addition to that, it is important that we realize that the topic has to be broad enough for all the Local Groups to be able to organize projects and invite speakers. It should have a sufficient legal background, i.e. it has to be relatively easy to ensure the academic outcome of the event, since the main aim of the IFP is to raise awareness through legal education. To sum up, it is very important that the Council decides upon the voting, bearing in mind the level of potential implementation of the topic in all Key Areas, namely AA, S&C and STEP.

Wednesday, October 21st, 2015 (10:00 – 13:00)

10.00 – 13.00

Training on Conflict Resolution**Aims:**

To improve the Presidents' soft skills in conflict resolution, in relation to board management.

Means:

- Training delivered by a Trainer from the International Trainers' Pool

Preparation:

Please make sure that you check your email accounts regularly for possible preparatory questions.

Comments:

Conflict is the struggle among people with different ideas, beliefs or goals. Conflicts are inevitable in a group, an association or an organisation. Working with different people who have different personalities and approaches to completing tasks eventually leads to conflicts in the group. Learning about conflict resolution is therefore essential for a successful board management.

Friday, October 23rd, 2015 (10:00 – 19:00)

10:00 – 10:30

BEE Proposal

Aims:

To discuss the proposal submitted by the International Presidents' Meeting for amending the "External Relations" section of the Council Meeting Decision Book.

Means:

- Presentation of the proposal by ELSA International
- Discussion on the proposal
- Voting on a Workshop recommendation to the Council

Preparation:

Please read carefully the proposal which can be found [here](#).

10.30 – 11.30

Hot Topics

Aims:

To give time to Presidents to discuss the issues that they find interesting.

Means:

- Discussion

Preparation:

Please prepare some topics you would like to bring to the table. Make notes during the week in order for you to raise the issues and ideas that were developed during the week.

11.30 – 13.00

New Corporate Partner

Aims:

To present the steps taken after the announcement of the termination of ELSA's Corporate Partnership with CMS

To brainstorm on alternative ways of fundraising and on how representing the association in different networks can help.

Means:

- Presentation by ELSA International
- Experience sharing
- Tips & tricks

Preparation:

Be ready to share your experiences regarding how you got in touch with your partners. Did you have personal contacts? Do you use networking opportunities that are offered to you as the President of a national or local association? If you are a (student) member of e.g. a Bar Association, a Chamber of Commerce or a Junior Chamber International in your country, please prepare to elaborate on how you use these contacts.

13.00 – 15.00

Lunch

15:00 – 16:00

Final Accounts 2014/2015 – Joint BEE & FM**Aims:**

To present the Final Accounts for the financial year of 2014/2015 for both ELSA and the EDF.
To vote upon a Workshop recommendation regarding the Final Accounts to the Council.

Means:

- Presentation by the Treasurer of ELSA International 2014/2015
- Presentation by the Auditors of ELSA International 2014/2015
- Q&A session
- Voting

Preparation:

Read the Final Accounts of ELSA International 2014/2015, the annexes to the Final Accounts, and all the associated documentation, which can be found [here](#).

16.00 – 17.30

Relief of Responsibility 2014/2015 – Joint BEE & FM

Aims:

To vote upon a Workshop recommendation regarding the relief of responsibility of ELSA International 2014/2015.

Means:

- Presentation of the Activity Report of ELSA International 2014/2015
- Q&A session
- Voting

Comments:

Having come to an end, the term of the former International Board will be evaluated and the Council will vote on relieving its responsibility.

17.30 – 19.00

Miscellaneous, Evaluation and Closing

Aims:

A good closing of our BEE Workshop is the most important thing before we say goodbye. This workshop is to finalise the topics that you would like to discuss with the Presidents before we return home, to evaluate the discussions we already had and to properly close the meeting.

Means:

- Discussing miscellaneous topics
- Roundtable
- Filling in printed evaluation forms
- Closing

Preparation:

Keep a feedback list in your notebook during the whole week so that you will be able to properly evaluate the meeting. This time the anonymous evaluation will be done in written.

INTERNAL MANAGEMENT WORKSHOP**Timetable**

Time	Sun 18 th	Mon 19 th	Tue 20 th	Wed 21 th	Thu 22 th	Fri 23 th	Sat 24 st	Sun 25 th
08:00	Arrival of the Participants	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast
08:30								
09:00								
09:30								
10:00		All on board?	Seafarers' Ranks	Life in the Navy	Conference	Training	Final Plenary	Departure of the Participants
10:30								
11:00								
11:30	Specifications of the ELSA Cruiser	BEE & IM: Proposals on Regulations	Mid Plenary	Sightseeing	Lifejackets and Lifeboats	Final Plenary		
12:00								
12:30	Letters of Authorisation & Payments	Lunch	Lunch	Lunch	Lunch	Lunch		
13:00								
13:30	Opening Plenary	BEE, IM & FM: Memb. Appl.	Ship Crew Management	Mid Plenary	Sightseeing	Lifejackets and Lifeboats		
14:00								
14:30								
15:00		BEE & IM: Expansion	Anniversary's Eve			IM & MKT: IM or MKT Web?	Vetting the Vessels	
15:30								
16:00	Opening Workshop	Safety Instructions	Drop the Anchor					
16:30								
17:00	Officers' Training	Freshers' Workshop	Reporting Time	Reporting Time				
17:30								
18:00	HoD	Dinner	Dinner	Dinner	Dinner			
18:30								
19:00	Dinner	Dinner	Dinner	Dinner	Dinner			
19:30								
20:00	Party	Party	Party	Party	Gala Ball	Party		
20:30								
21:00								
21:30								
22:00								
22:30	Party	Party	Party	Party	Party			
23:00								
23:30								

Preparations and Reminders for the Internal Management Workshop

In order to actively participate and contribute to the Workshop sessions, please, do not forget to:

- Read these Working Materials cover to cover;
- Read relevant parts of the [Statutes and Standing Orders in force after the LXVII International Council Meeting of ELSA](#);
- Read relevant parts of the [Council Meeting Decision Book, 42nd Edition](#);
- Read the [Internal Management Manual](#);
- Read the [One Year Operational Plan](#) of ELSA International 2015/2016;
- Bring your ELSA spirit, share your thoughts and suggestions, and leave your personal touch in the LXVIII ICM!

Please read the aforementioned documents carefully. This is of great importance for the discussions and the outcome of the Workshop sessions.

Moreover, please read the following draft agenda carefully and make notes on the issues that you would like to address during each workshop. If you wish to bring up topics that are not included in the agenda, please note them down and we will discuss them during the last session. Should you need any clarifications, please do not hesitate to contact the Secretary General of ELSA International at secgen@elsa.org.

Lastly, it is highly recommended that you use the listserv - IM mailing list (ELSA-IM@LISTSERV.ELSA.ORG) and that you start a discussion even before the LXVIII International Council Meeting. Feel free to bring up ideas you may want to share, no matter if you will be able to personally participate in the meeting or not. Your input is always valuable for everyone!

I'M delighted to welcome to the IM Workshop!



Hector Tsamis
Secretary General

ELSA International 2015/2016

IM Booster Pump

Dear Secretaries General and IMers,

You are hereby welcomed to the second IM-related meeting of the new term of ELSA International, with the first being held during the V Supporting Area Meeting! For some of you this will be the next episode of the IM series, and for rest it will mark the beginning of your international experience since the start of your year in office. The main purpose of each such meeting is to bring National and Local IM Officers together, to provide them with a space for exchanging ideas, to give them the opportunity to absorb new knowledge, while encouraging them to forge a great team of managers!

The Secretaries General are undoubtedly the strongest people. They are supporters and they contribute to the everyday running and further advancement of ELSA. Each and every one of them is a **Bright Titan**, much like Helios, who was drove the chariot of the sun across the sky each day, according to Greek mythology. They can be the most motivated and motivating people, because they have an overview of the potential of our association.

In order to get the most out of your presence in the LXVIII ICM, you are all invited to state your opinion, to be active, to not be afraid to make mistakes (nobody is perfect!) and to have an open mind ready to absorb every new piece of knowledge that appears in your way.

Don't forget to bring your national or local sweets and drinks to share with the rest of us!

And always remember:

Fear does not prevent failure, it prevents success. It is your time to act, your time to create!

Draft Agenda

Sunday, October 18th, 2015 (17:30 – 20:30)

17:30 – 18:30

Opening Workshop

Aims:

To officially open the Workshop of Internal Management.

To elect the Workshop Officers and to approve the Draft Workshop Agenda.

To create a structure for our discussions.

To form our team and get pumped up for the week.

Means:

- Opening of the IM Workshop by ELSA International
- Presentation of the tasks of the Workshop Officers
- Election of the Workshop Officers
- Establishing Workshop Rules
- Presentation of the Draft Workshop Agenda
- Approval of the Draft Workshop Agenda
- Presentation of the participants

Preparation:

Prepare a short presentation of yourself and think about the expectations you have for the IM Workshop sessions.

18:30 – 20:00

Officers' Training

Aims:

To train the Council Meeting and Workshop Officers, and the Directors for ELSA Spirit of the LXVIII International Council Meeting on their fundamental tasks and responsibilities during the week.

Means:

- The Workshop Chairs and Vice Chairs' training will be delivered by the Chair and the Vice Chair of the Plenary.
- The Secretaries' training will be delivered by the Secretary General of ELSA International.

- The Tellers and Nomination Committee's trainings will be delivered by ELSA International.
- The Directors for ELSA Spirit's training will be delivered by the Treasurer of ELSA International.

Comments:

This is a training only for the Council Meeting and Workshop Officers, and Directors for ELSA Spirit.

18:30 – 20:00

Freshers' Workshop**Aims:**

To give a general overview of ELSA, the International Board and the International Council Meeting.

Means:

- The workshop will be conducted by ELSA International.

Comments:

The participants attending an ICM for the first time and other participants interested in finding out more information shall take part in this Workshop.

20:00 – 20:30

Heads of Delegation's Meeting**Aims:**

To provide the Heads of Delegation (HoD) of the various National Groups with information regarding their tasks and responsibilities during the week.

To address the Heads of Delegation concerning issues put forward by the ICM Organising Committee.

Means:

- The meeting will be coordinated by ELSA International and the ICM Organising Committee.

Comments:

The Heads of Delegation are the main communication channel between ELSA International and the Organising Committee, and the participants of the ICM. This is why, it is important for them to be provided with some useful information.

Monday, October 19th, 2015 (10:00 – 19:00)

10:00 – 12:00

All on board?**Aims:**

To deepen in the area of Internal Management and realise the extent and potential.
To share our activity so far and our plans for the rest of our term.

Means:

- Presentation by ELSA International
- Q&A session
- Presentation by the participants
- Discussion

Preparation:

Read the [Internal Management Manual](#) and bring with you your Activity Reports and One Year Operational Plans.

Comments:

During the V Supporting Area Meeting, the participants of the IM Workshop became familiar with the area of Internal Management. Now, we will dive deeper in the IM sea and explore the hidden treasures. Moreover, this workshop will provide a space for all of the participants to share what they have achieved so far and what their future plans are.

12:00 – 13:00

Specifications of the ELSA Cruiser**Aims:**

To present and discuss the results of the 19th State of the Network (SotN) Report.
To evaluate the 19th State of the Network (SotN) Inquiry.

Means:

- Presentation by ELSA International
- Discussion

Preparation:

Make sure you have filled in the 19th State of the Network Inquiry and go through the 19th State of the Network Report as soon as it is sent out.

Comments:

ELSA International collects data, statistics and information on the state of the Network before every International Council Meeting. The International Board issues the State of the Network Inquiry and, based on the answers submitted by the National Groups, compiles the State of the Network Report to be discussed during a session of the IM Workshop. So, let's explore all the docks of the ELSA Cruiser and find out more about every corner of it.

13:00 – 15:00

Lunch

15:00 – 15:30

Membership Application of ELSA Armenia – Joint BEE, IM & FM**Aims:**

To present and discuss the Membership application of ELSA Armenia.

Means:

- Introduction by ELSA International
- Presentation of the application by ELSA Armenia
- Q&A session

Preparation:

Please read the Membership application of ELSA Armenia, which can be found [here](#).

15:30 – 17:00

Expansion – Joint BEE & IM

Aims:

To define the Initiative Groups, Observer Groups and Member Groups' rights and obligations.
To update Presidents and Secretaries General on the plans for further expansion of the international ELSA Network.

Means:

- Presentation by ELSA International
- Discussion
- Conclusions

Preparations:

Familiarise yourself with the regulations regarding the Members and Observers of ELSA, under articles 5 to 9 of the Statutes and articles 2 and 3 of the Standing Orders.

17:00 – 18:00

Anniversary's Eve

Aims:

To raise awareness of the 35th Anniversary of ELSA in 2016.
To brainstorm on Anniversary side events and activities.

Means:

- Short presentation by ELSA International
- Group discussions
- Presentations by the participants
- Conclusions

Comments:

On May 4th, 2016, ELSA will turn 35! The Anniversary celebration though will take place during the LXIX ICM to be held in Malta in March 2016. Let's make this Anniversary an unforgettable one for the whole Network!

18:00 – 19:00

Safety Instructions

Aims:

To get familiar with the Regulations of ELSA.
To understand each Regulation's structure and content.

Means:

- Presentation by ELSA International
- Q&A Session

Preparation:

Go through the [Regulations of ELSA](#).

Comments:

Before we join the President in order to discuss about amendments on the Regulations, let's get an overview of them. Knowing the Regulations can help us sail safely throughout the ELSA Network.

Tuesday, October 20th, 2015 (10:00 – 19:00)

10:00 – 11:30

Seafarer's Ranks

Aims:

To present the new Human Resources Strategy of ELSA.
To explain the purpose and its content.
To provide information, tips and tricks for its implementation.

Means:

- Presentation by ELSA International
- Interactive exercise
- Conclusions

Preparation:

Read carefully the section "Human Resources" under the IM part of the [Council Meeting Decision Book](#).

Comments:

During the V Supporting Area Meeting, the participants were informed about the new Human Resources Strategy of ELSA. Now, we are going to address the issues concerning its practical implementation by the Network. We need to structure our seafarers into ranks!

11:30 – 13:00

Proposals on Regulations – Joint BEE & IM**Aims:**

To discuss the proposals submitted by the International Board, the National Groups and the International Presidents' Meeting for amending the Statutes and Standing Orders of ELSA.
To vote upon a Workshop recommendation per proposal to the Council.

Means:

- Presentation of the proposals
- Discussion
- Voting on the proposals

Preparation:

Please read carefully the three proposals on the Standing Orders submitted by the International Board which can be found [here](#).

Please read carefully the proposal on the Council Meeting Decision Book submitted by the International Board which can be found [here](#).

Please read carefully the proposal on the Statutes submitted by ELSA the Netherlands which can be found [here](#).

Please read carefully the two proposals on the Statutes and Standing Orders submitted by the International Presidents' Meeting which can be found [here](#).

13:00 – 15:00

Lunch

15:00 – 17:00

Ship Crew Management**Aims:**

To address topics concerning Member Management.

To discuss about online possibilities.

To discuss about membership cards.

Means:

- Presentation by ELSA International
- Group discussions
- Presentation by the participants
- Conclusions

Comments:

Member Management is a part of the Human Resources Management. What can we do to improve the systems we are using? Should we research new methods?

17:00 – 19:00

IM or MKT Web? – Joint IM & MKT**Aims:**

To present the related proposal to the participants.

To have a preparatory discussion on it.

To vote on a Workshop recommendation to the Council.

To discuss the regulated task division between Secretaries General and Vice Presidents for Marketing regarding the maintenance of the ELSA webpages.

To define the task division in practice.

To collect inputs for further development of both areas.

Means:

- Presentation of the proposal by ELSA International
- Discussion on the proposal
- Voting on a Workshop recommendation to the Council
- Presentation by ELSA International
- Discussion
- Conclusions

Preparation:

Please read carefully the proposal on the Council Meeting Decision Book submitted by the International Board which can be found [here](#).

Read the relevant parts under the IM part of the [Council Meeting Decision Book](#).

Comments:

During previous International Council Meetings, it became clear that the current regulations about the ELSA webpages are not always reflecting the reality correctly. According to the Council Meeting Decision Book, the Secretary General is the main responsible person for the webpage maintenance. However, it is not uncommon that Marketing Officers work with this in practice. During the workshop, we will discuss the issues that this situation creates and how to solve them.

Wednesday, October 21st, 2015 (10:00 – 13:00)

10:00 – 13:00

Life in the Navy**Aims:**

- To address issues concerning the Training in ELSA.
- To discuss about the current status.
- To get informed about the International Trainers' Pool.
- To find out more about National Trainers' Pools.
- To contribute to the Training Newsletter.

Means:

- Presentation by ELSA International
- Group discussions
- Interactive exercise
- Conclusions

Preparation:

Read carefully the section “Training” under the IM part of the [Council Meeting Decision Book](#).

Comments:

During the V Supporting Area Meeting, the participants were introduced into the world of Training in ELSA and discovered a lot of related possibilities. During this workshop, we will explore this area deeper. We can have better trainings than the Navy!

Friday, October 23rd, 2015 (10:00 – 19:00)

10:00 – 13:00

Training**Aims:**

To provide the Secretaries General with a training on soft skills.

Means:

- Training delivered by a Trainer from the International Trainers' Pool

Preparation:

Please make sure that you check your email accounts regularly for possible preparatory questions.

13:00 – 15:00

Lunch

15:00 – 16:30

Lifejackets and Lifeboats**Aims:**

To get informed about the Network Support System (NSS).

To discuss about its implementation.

To determine its future.

Means:

- Presentation by ELSA International
- Discussion
- Conclusions

Preparation:

Read carefully the section “The Network Support System” under the IM part of the [Council Meeting Decision Book](#).

Comments:

The Network Support System is a possibility that the ELSA Network has but does not use. It is a system of knowledge sharing and infrastructure support among ELSA Groups. Do we know how to swim? Do we need this lifejacket? Do we maybe need a lifeboat?

16:30 – 17:30

Vetting the vessels

Aims:

To get familiar with the quality provisions and standards of ELSA.

To evaluate the way we evaluate.

Means:

- Presentation by ELSA International
- Discussions
- Conclusions

Comments:

Quality management constitutes a significant part of the internal management of various associations and organisations. Currently, quality is mostly focused on the projects that we carry out. Nevertheless, we should also draw our attention to the internal qualitative status of ELSA, to the procedures and frameworks we use to run our Association.

17:30 – 19:00

Drop the Anchor

Aims:

To give the opportunity to the participants to address any topics that were discussed about.

To evaluate the IM Workshop sessions.

To collect potential inputs for the spring LXIX ICM Malta 2016.

To get excited for the upcoming months of our term.

To officially close the Internal Management Workshop.

Means:

- Open discussion
- Q&A session
- Roundtable of feedback and evaluation
- Dropping the anchor

Comments:

All good things come to an end. Let's review the whole week before enjoying the Final Plenary and let's absorb any motivation left in the Workshop room.

FINANCIAL MANAGEMENT WORKSHOP

Timetable

Time	Sun 18 th	Mon 19 th	Tue 20 th	Wed 21 th	Thu 22 th	Fri 23 th	Sat 24 st	Sun 25 th
08:00	Arrival of the Participants	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast
08:30								
09:00								
09:30								
10:00								
10:30	Shaping the upcoming year	Transparent Budgets of ELSA	Hot Topics II - Membership Fees	Conference	Vox Populi	Final Plenary	Departure of the Participants	
11:00	Who we are and what we do		FM & AA: Treasuring EMC2					Developing EDF 2.0
12:00								
12:30								
13:00	Letters of Authorisation & Payments	Lunch	Lunch					Lunch
13:30								
14:00								
14:30								
15:00	Opening Plenary			BEE, IM & FM: Memb. Appl.	Training	Mid Plenary		
15:30		Implementing the Strategy FM style	BEE & FM: Relief of Responsibility 2014/2015					
16:00		BEE & FM: Financial Strategy Implementation	The End is near...	Final Plenary				
16:30								
17:00								
17:30	Opening Workshop	BEE & FM: Budget Revision			Hot Topics I - Taxes			
18:00	Officers' Training	Freshers' Workshop			Reporting Time	Reporting Time		Dressing Time
18:30								
19:00	HoD	Dinner	Dinner	Dinner	Dinner	Dinner		
19:30								
20:00	Party	Party	Party	Party	Gala Ball	Party		
20:30								
21:00								
21:30								
22:00								
22:30								
23:00								
23:30								

Preparations and Reminders for the Financial Management Workshop

In order to actively participate and contribute to the FM Workshop, please do not forget to:

- Skim through these Working Materials, and read the FM part carefully;
- Read the [Statutes and Standing Orders](#) in force after the LXVII International Council Meeting held in Cluj-Napoca, Romania, last April;
- Read relevant parts of the [Council Meeting Decision Book, 42nd Edition](#);
- Read through the minutes of the [LXVII International Council Meeting](#) held in Cluj-Napoca, Romania;
- Read the [One Year Operational Plan](#) of ELSA International 2015/2016;
- Read through all of the FM-related proposals, and discuss them with your Board – the links to the proposals are available under the description of the respective workshop;
- Socialize responsibly and set your morning alarm. ☺

Kindly complete all of the above mentioned tasks. This is of great importance for the discussions, and will greatly influence the quality of the outcome of the Workshop sessions, not just for your delegation, but also for all of the other participants of the Workshop. Please DO read through the proposals, via the links available at the respective workshops, and DO discuss them with your Board beforehand. You should also check where the voting about each proposals is set in the Plenary agenda in order for you to be prepared, and keep yourself up-to-date should the Plenary Agenda get updated.

Also, please do not forget to bring your national and/or local sweets and drinks, or some other typical parts of your culture to share with the rest of us! The ELSA Spirit shall be high this week!

Should you need any further clarifications, please do not hesitate to contact the Treasurer of ELSA International at treasurer@elsa.org with any questions you may have.

And, finally, it is highly recommended to use the listserv – FM mailing list (ELSA-FM@LISTSERV.ELSA.ORG) and start discussions already before the LXVIII International Council Meeting.

I would like to welcome you all, my dearest #FMily, to the FM Workshop!



Marek Škultéty

Treasurer

ELSA International 2015/2016

Draft Agenda

Sunday, October 18th, 2015 (17:30 – 20:30)

17:30 – 18:30

Opening Workshop – “ Getting things rollin’ ”

Aims:

To set up the Workshop for the remaining part of the ICM.

To introduce the participants and establish a friendly atmosphere.

Means:

- Energizing the participants
- Introductions and expectations for the week
- Election of the Workshop Officers
- Defining the Workshop Rules
- Presentation and approval of the Draft Agenda for the week

Comments:

After a general round of introductions and icebreaking, and in order for the Workshop to smoothly follow the proposed agenda, it shall be necessary to elect the Workshop officers – a Chair and a Vice Chair to moderate the discussions and to ensure adherence to the approved agenda, and two Secretaries to record the discussions for archiving purposes. Last but not least, a Director for ELSA Spirit is always a great addition to the ICM Workshops.

18:30 – 20:00

Officers’ Training

Aims:

To train the Council Meeting and Workshop Officers, and the Directors for ELSA Spirit of the LXVIII International Council Meeting on their fundamental tasks and responsibilities during the week.

Means:

- The Workshop Chairs and Vice Chairs’ training will be delivered by the Chair and the Vice Chair of the Plenary.
- The Secretaries’ training will be delivered by the Secretary General of ELSA International.
- The Tellers and Nomination Committee’s trainings will be delivered by ELSA International.

- The Directors for ELSA Spirit's training will be delivered by the Treasurer of ELSA International.

Comments:

This is a training only for the Council Meeting and Workshop Officers, and Directors for ELSA Spirit.

18:30 – 20:00

Freshers' Workshop**Aims:**

To give a general overview of ELSA, the International Board and the International Council Meeting.

Means:

- The workshop will be conducted by ELSA International.

Comments:

The participants attending an ICM for the first time and other participants interested in finding out more information shall take part in this Workshop.

20:00 – 20:30

Heads of Delegation's Meeting**Aims:**

To provide the Heads of Delegation (HoD) of the various National Groups with information regarding their tasks and responsibilities during the week.

To address the Heads of Delegation concerning issues put forward by the ICM Organising Committee.

Means:

- The meeting will be coordinated by ELSA International and the ICM Organising Committee.

Comments:

The Heads of Delegation are the main communication channel between ELSA International and the Organising Committee, and the participants of the ICM. This is why, it is important for them to be provided with some useful information.

Monday, October 19th, 2015 (10:00 – 19:00)

10:00 – 11:30

Shaping the upcoming year**Aims:**

To give the participants an overview of key topics and events of the FM year 2015/2016.

To give a report on the V Supporting Area Meeting.

To present the results of the 19th State of the Network Report.

Means:

- Presentation by ELSA International – brief summary of past, present, and future years of FM in ELSA International
- Report on the outcomes of the V Supporting Area Meeting
- Presentation of the 19th SotN Report

Comments:

As it is important to keep all of the participants up to date with the past and current main FM issues, the Workshop will start with their summary. Following the update, a report on the events of the V Supporting Area Meeting, and FM-relevant statistics of the 19th SotN Report shall be presented.

11:30 – 13:00

Who we are and what do we do**Aims:**

To explain the basics of being a National Treasurer in ELSA with examples from the regulations.

To share the different approaches to treasuring among National Groups.

To identify potential problems, and the way they can be solved by knowledge sharing.

Means:

- Commented presentation by ELSA International
- Group discussions about “How do we do it”, striving to identify strengths and weaknesses
- Group presentations of best practices and experiences shared

Comments:

At the start of the term, it is important to recapitulate the responsibilities in the FM area. Furthermore, a round of national sharing is usually a good addition to the basic set of required practices, which should, in combination with group discussions, allow the participants to find some answers to potential issues they might be dealing with.

13:00 – 15:00

Lunch

15:00 – 15:30

Membership Application of ELSA Armenia – Joint BEE, IM & FM

Aims:

To present and discuss the Membership application of ELSA Armenia.

Means:

- Introduction by ELSA International
- Presentation of the application by ELSA Armenia
- Q&A session

Preparation:

Please read the Membership application of ELSA Armenia, which can be found [here](#).

15:30 – 17:00

Implementing the Strategy FM style

Aims:

To present the Financial Strategy implementation proposal to the Treasurers.

To discuss and provide inputs on the proposal from a treasuring perspective, before being joined by the Presidents.

Means:

- Presentation of the Financial Strategy proposal by ELSA International. The proposal can be found via a link [here](#).
- Discussion on the proposal
- Q&A session

Comments:

The presentation of the proposal shall focus on delivering the core concepts of the Financial Strategy to the Treasurers, from the financial perspective. It will strive to use practical examples of “what can go wrong” and how would having a long term financial plan solve such problems. The presentation shall briefly go through Strategic Goals of ELSA International.

17:00 – 18:00

Financial Strategy Implementation – Joint BEE & FM

Aims:

To present the Financial Strategy implementation proposal to the Presidents.

To discuss and provide inputs on the role of the Presidents in the implementation procedure of the Financial Strategy of ELSA International.

To vote upon a Workshop recommendation regarding the Financial Strategy implementation proposal to the Council.

Means:

- Recapitulation of the key aspects of the proposal by the Treasurers to their Presidents
- Shortened presentation of the Financial Strategy proposal by ELSA International. The proposal can be found [here](#).
- Discussion on the proposal
- Q&A session
- Voting

Comments:

The implementation of the Financial Strategy of ELSA does not concern only the Treasurers, but the whole ELSA Network. Therefore, there is a need to collect all inputs on the topic from the Presidents as well, since they represent the National and Local Groups. After both the Treasurers and the Presidents have been familiarized with the idea, we shall proceed with a Q&A session in order to clear out any possible concerns. The final voting on a recommendation of the proposal to the Council for approval shall follow up.

18:00 – 19:00

Budget Revision – Joint BEE & FM

Aims:

To revise the current budget of ELSA International 2015/2016, in order to properly reflect the changes since its proposed version.

To vote upon a Workshop recommendation regarding the revised budget to the Council.

Means:

- Presentation of the budget of ELSA International 2015/2016 and the proposal on its revision by the Treasurer of ELSA International. The proposal can be found [here](#).
- Q&A session
- Discussion on the proposal
- Voting

Preparation:

After an unexpected loss of a major source of income at the start of the term, it shall be necessary to reflect these changes within the budget. However, due to a very high profit achieved during the term 2014/2015, and also during the term 2013/2014, the proposal is aiming for a slight overall loss, as used to be a regular practice in the past.

Tuesday, October 20th, 2015 (10:00 – 19:00)

10:00 – 12:00

Transparent Budgets of ELSA**Aims:**

To break the taboo of National Treasurers not knowing each other's budgets.

To teach one another how to structure a budget, and about the structures of incomes and expenses.

To sensitively provide constructive comments on the budgets.

To discern differences among the financial management in the various National Groups, and specifics of countries with different price levels.

To identify potential topics of cross-border cooperation, which would help to reduce costs for some groups.

Means:

- Presentation by ELSA International on budgets and budgeting
- Group discussions about the budgets of the different National Groups
- Presentations of key findings and interesting facts from within the group discussions
- Q&A session

Comments:

To be transparent is one of the essentialities of financial management. As budgets in ELSA have to be approved by National Council Meetings, where international guests are invited, it is not uncommon for the National Officers to be aware of other National budgets within the Network. While the content of the workshop may seem experimental, as it has never been done in ELSA, the Treasurer of ELSA International believes, that there is much to be learned from the way of managing the respective National Groups' finances. This opinion has been also supported by voices in the V Supporting Area Meeting in Prague, where the idea was discussed. An emphasis shall be placed on strictly objective and professional discussions by the Treasurer of ELSA International for the whole duration of the workshop and on the confidentiality of the information. ELSA is not a competition, it is cooperation and teamwork.

Preparation:

Kindly prepare a presentable (print/tablet/laptop/pdf/xlsx) version of your national budget for the workshop. If you feel confident, please bring the entire budget – the more detailed the budget, the bigger the possibility of a relevant and valuable input from other Treasurers (for example pointing out 30% cheaper printing costs in a distance of 20 km from the border). For a National Officer, who should be the example for the Local Officers, it may be hard to find advice on financial matters and examples to follow, apart from his/her predecessors. Here you will be advised from amongst your peers, who should strive for constructive comments.

12:00 – 13:00

Treasuring EMC2 – Joint FM & AA**Aims:**

To present the financial situation related to the ELSA Moot Court Competition on WTO Law (EMC2).

To increase the Treasurers' knowledge about the EMC2 in general, and AA and MCC Officers' knowledge regarding the financial aspects related to the Competition.

Means:

- Presentation by ELSA International
- Discussion and Q&A session

Comments:

The ELSA Moot Court Competition is a significant part of the budget of ELSA International. It is highly important to keep the Network updated on the developments in this area and on how it influences the general budget. This knowledge is not only relevant for Treasurers, but also for MCC Officers and AA Officers responsible for MCC activities.

13:00 – 15:00

Lunch

15:00 – 18:00

Training**Aims:**

To provide the Treasurers with a training on soft skills.

Means:

- Training delivered by a Trainer from the International Trainers' Pool

Preparation:

Please make sure that you check your email accounts regularly for possible preparatory questions.

18:00 – 19:00

Hot Topics I – Taxes**Aims:**

To update the Officers about the tax situation of ELSA International, and about what has been done with it since the start of the term.

To present key new findings on the matter.

To discuss the professionalisation of the financial management in ELSA.

Means:

- Presentation by ELSA International
- Summary of the V SAM outcomes, and chronological description of the situation after the V SAM
- Discussion and Q&A session

Comments:

Since some of the National Officers were present in neither of the previous ICMs or SAMs, it will be necessary to start the workshop with a brief run-through on the topic, while respecting the Officers who are attending the same workshop for the second or third time in a row. Additionally, the issue of a professional financial management in ELSA shall be discussed, as we do strive to be an association which keeps its records and accounts in accordance with the legal requirements.

Wednesday, October 21st, 2015 (10:00 – 13:00)

10:00 – 11:00

Hot topics II – Membership Fees**Aims:**

To give a recapitulation of past regulations, and the new updated formula.

To evaluate the functioning of the new formula.

To summarise and answer questions about the invoicing and calculation procedure.

Means:

- Presentation by ELSA International
- Summary of the V SAM outcomes, and chronological description of the events after.
- Discussions
- Q&A session

Comments:

The purpose of the workshop shall be to introduce the Treasurers to the new system of the Membership Fees, and to the questions it has raised after its implementation has commenced, in addition to the summary which has been provided on the FM mailing list along with the respective invoices.

11:00 – 13:00

Developing EDF 2.0**Aims:**

To ensure proper awareness about the ELSA Development Foundation (EDF) and the application/reporting procedure.

To review relevant regulations and the application for the EDF.

To discuss the areas of EDF which need reforming in both the structure of the Foundation and the application/reporting procedure.

To present the EDF tweaking proposal.

To vote upon a Workshop recommendation regarding the EDF proposal to the Council.

Means:

- Commented presentation of the regulations by ELSA International
- Group discussions - Analysis of the system and identification of the key problems
- Presentation of the discussion from the V SAM on the topic
- Presentation of the EDF proposal. The proposal can be found [here](#).
- Discussion on the proposal
- Voting

Comments:

In its current state, it is clear, that the EDF is not functioning at an optimal pace. The income side of the Foundation is insufficient, and also the granting side suffers from differences between granted amounts and sent out amounts. The purpose of the workshop will thus be to initially review the current regulations of the Foundation, and to discuss possible improvements to the situation. Afterwards, the outcome of the discussions during the V Supporting Area Meeting shall be presented. Finally, the Workshop shall discuss and vote upon a recommendation of the

proposed changes of the EDF to the Council. These changes are meant as a temporary solution before a complete overhaul by the Working Group on EDF Reformation can be made.

Friday, October 23rd, 2015 (10:00 – 19:00)

10:00 – 13:00

Vox Populi**Aims:**

To give the participants room to freely bring up and discuss topics which they are interested in.
To finish the unfinished, but finishable discussions from previous workshops for which there is a desire to be finished.

Means:

- Open discussions between participants and ELSA International
- Usage of topics of interest, which were written down during the week

Comments:

At the V Supporting Area Meeting, the idea of a free-for-all discussion workshop has proven to be an efficient solution both to the participants, who could bring up topics, which have not been discussed but were deemed important, and also to the Treasurer of ELSA International, as it has been used as a time buffer to conclude discussions, which had to be left unfinished due to time pressure. This practice shall be followed at the ICM as well, and with an increased time allocation, as was requested in the V SAM evaluation.

13:00 – 15:00

Lunch

15:00 – 16:00

Final Accounts 2014/2015 – Joint BEE & FM**Aims:**

To present the Final Accounts for the financial year of 2014/2015 for both ELSA and the EDF.
To vote upon a Workshop recommendation regarding the Final Accounts to the Council.

Means:

- Presentation by the Treasurer of ELSA International 2014/2015
- Presentation by the Auditors of ELSA International 2014/2015
- Q&A session
- Voting

Preparation:

Read the Final Accounts of ELSA International 2014/2015, the annexes to the Final Accounts, and all the associated documentation, which can be found [here](#).

16.00 – 17.30

Relief of Responsibility 2014/2015 – Joint BEE & FM**Aims:**

To vote upon a Workshop recommendation regarding the relief of responsibility of ELSA International 2014/2015.

Means:

- Presentation of the Activity Report of ELSA International 2014/2015
- Q&A session
- Voting

Comments:

Having come to an end, the term of the former International Board will be evaluated and the Council will vote on relieving its responsibility.

17.30 – 19.00

The End is near...**Aims:**

To evaluate the LXVIII International Council Meeting.

To sum up and conclude the Workshop with a miscellaneous and closing session.

To collect potential inputs for the spring LXIX ICM Malta 2016.

To share last moments together before the Final Plenary.

Means:

- Roundtable of feedback and evaluation of the LXVIII International Council Meeting
- Q&A session

- Filling in printed evaluation forms
- Kapurková

Comments:

The final workshop shall sum up the whole week in terms of social and professional experiences. It will also be a place for the participants to state their wishes and expectations for the upcoming year, and propose potential topics for the next ICM. It shall be concluded by a closing toast – non-alcoholic, of course.

MARKETING WORKSHOP**Timetable**

Time	Sun 18 th	Mon 19 th	Tue 20 th	Wed 21 th	Thu 22 th	Fri 23 th	Sat 24 st	Sun 25 th	
08:00	Arrival of the Participants	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	
08:30									
09:00									
09:30									
10:00		Activity Reports - First Evaluation	Training	Synergy – do we have it?	Conference	MKT & S&C: Promotion Strategies in S&C	Final Plenary		
10:30									
11:00									
11:30		BEE, MKT & STEP: ELSA Recruiting	MKT, AA & S&C: ELSA Day and how to brand Human Rights	Mid Plenary	Sightseeing	MKT, AA, S&C & STEP: Flagship Projects	Final Plenary		
12:00									
12:30									
13:00	Letters of Authorisation & Payments	Lunch	Lunch	Lunch	Lunch	Lunch	Departure of the Participants		
13:30									
14:00									
14:30	Opening Plenary	MKT & AA: Promotion Strategies of AA projects & MCCs	CI - how to use it and where to go	Sightseeing	Marketing Database	Final Plenary			
15:00									
15:30		MKT Proposal	IM & MKT: IM or MKT Web?		Mid Plenary			Sightseeing	Open Forum - Your Marketing
16:00									
16:30									
17:00	Opening Workshop	Sell it! - Advertisements and the ELSA Shop	IM & MKT: IM or MKT Web?	Mid Plenary	Sightseeing	Closing: Miscellaneous and Evaluation			
17:30									
18:00	Officers' Training	Freshers' Workshop	Reporting Time	Reporting Time	Dressing Time	Reporting Time			
18:30									
19:00	HoD	Dinner	Dinner	Dinner	Dinner	Dinner			
19:30									
20:00	Dinner	Dinner	Dinner	Dinner	Dinner	Dinner			
20:30									
21:00	Party	Party	Party	Party	Gala Ball	Party			
21:30									
22:00									
22:30									
23:00									
23:30									

Preparations and Reminders for the Marketing Workshop

In order to actively participate and contribute to the MKT Workshop, please don't forget to:

- Read these Working Materials;
- Read the [Statutes and Standing Orders](#) in force after the LXVII International Council Meeting held in Cluj-Napoca, Romania, last April;
- Read the [Council Meeting Decision Book, 42nd Edition](#), and especially the part dedicated to Marketing;
- Read the Minutes of the Marketing Workshop in the [LXVII International Council Meeting](#) held in Cluj-Napoca, Romania;
- Read the [One Year Operational Plan](#) of ELSA International 2015/2016;

Links to these documents can also be found in the same email as these Working Materials. Please read them carefully. This is of great importance for the discussions and outcome of the Workshop sessions.

Please read this draft agenda carefully. Should you need any clarifications, please do not hesitate to contact the Vice President for Marketing of ELSA International at ypmarketing@elsa.org.

Please use the listserv – MKT mailing list (ELSA-MARKETING@LISTSERV.ELSA.ORG) and start a discussion before the International Council Meeting.

Welcome to the Marketing Workshop!



Dagne Sabockyte

Vice President for Marketing

ELSA International 2015/2016

Draft Agenda

Sunday, October 18th, 2015 (17:30 – 20:30)

17:30 – 18:30

Opening Workshop

Aims:

To open the Marketing Workshop of the International Council Meeting.

To elect the Workshop Officers.

To have an overview of the week and to get to know each other.

Means:

- Opening of the Marketing Workshop
- Round of introductions and expectations of the participants
- Presentation of the tasks of the Workshop Officers
- Election and voting upon the Workshop Chair and Vice Chair as well as the Secretaries
- Deciding on the Workshop Rules
- Presentation of the Draft Workshop Agenda by ELSA International
- Approval of the Draft Workshop Agenda

Preparation:

In order to get the best outcome of the workshops, be open to each other and be ready to share your expectations in a constructive way. If you have any questions beforehand, please feel free to contact the Vice President for Marketing at vpmarketing@elsa.org for further information.

18:30 – 20:00

Officers' Training

Aims:

To train the Council Meeting and Workshop Officers, and the Directors for ELSA Spirit of the LXVIII International Council Meeting on their fundamental tasks and responsibilities during the week.

Means:

- The Workshop Chairs and Vice Chairs' training will be delivered by the Chair and the Vice Chair of the Plenary.
- The Secretaries' training will be delivered by the Secretary General of ELSA International.

- The Tellers and Nomination Committee's trainings will be delivered by ELSA International.
- The Directors for ELSA Spirit's training will be delivered by the Treasurer of ELSA International.

Comments:

This is a training only for the Council Meeting and Workshop Officers, and Directors for ELSA Spirit.

18:30 – 20:00

Freshers' Workshop**Aims:**

To give a general overview of ELSA, the International Board and the International Council Meeting.

Means:

- The workshop will be conducted by ELSA International.

Comments:

The participants attending an ICM for the first time and other participants interested in finding out more information shall take part in this Workshop.

20:00 – 20:30

Heads of Delegation's Meeting**Aims:**

To provide the Heads of Delegation (HoD) of the various National Groups with information regarding their tasks and responsibilities during the week.

To address the Heads of Delegation concerning issues put forward by the ICM Organising Committee.

Means:

- The meeting will be coordinated by ELSA International and the ICM Organising Committee.

Comments:

The Heads of Delegation are the main communication channel between ELSA International and the Organising Committee, and the participants of the ICM. This is why, it is important for them to be provided with some useful information.

Monday, October 19th, 2015 (10:00 – 19:00)

10:00 – 11:30

Activity Reports – First Evaluation**Aims:**

To present the Activity Reports of Marketing Officers.

To evaluate the work of the participants in order to learn from each other about working concepts within the field of Marketing in ELSA.

Means:

- Presentation of the Activity Report of the Vice President for Marketing by ELSA International
- Q&A session
- Presentation of the Activity Reports of the Marketing Officers
- Evaluation and experience sharing
- Open discussion

Preparation:

Write an Activity Report (maximum two A4 pages) of your work during your term in office so far. Send it to the MKT mailing list before the ICM. Be prepared to evaluate and to share!

Comments:

We will get the opportunity to share experiences. We will focus on what we have done in office so far, highlighting the projects that were successful and the ones that we have learned the most from, which is a good way to evaluate ourselves and especially to inspire others.

11:30 – 13:00

ELSA Recruiting – Joint BEE, MKT & STEP**Aims:**

To discuss how to spread job opportunities in the international Network and to how to fundraise out of it.

Means:

- Presentation by ELSA International
- Discussion
- Conclusions

Comments:

ELSA International receives a lot of requests to promote internships and job vacancies inside our Network. Our members are supposedly interested in these opportunities and many companies are even willing to contribute financially to this promotion. What is missing is a platform, pricing and strategy on how to make sure that these announcements reach our individual members. A similar service, when it comes to job offers within one country, is also a good fundraising tool for National Groups.

13:00 – 15:00

Lunch

15:00 – 16:00

Promotion Strategies of AA projects & MCCs – Joint MKT & AA**Aims:**

To brainstorm on different ways and strategies to promote EMC2 and EHRMCC, Legal Research Groups and Law Review on the international level.

To evaluate the promotion of the ongoing projects.

Means:

- Introduction by ELSA International
- Working groups
- Presentations and conclusions
- Q&A session

Preparation:

Discuss the promotion strategy you have in your Local/National Group together with your MKT/AA/MCC Officer. How do you work with these projects, and how can we improve their promotion?

Comments:

The core of organising every project is well-planned promotion. It is very important for MKT and AA Officers to cooperate and work together when planning projects. We need to focus not only

on present editions of our projects, but also on this kind of promotion which will have an impact on the future ones. During this workshop, we will discuss challenges and different solutions when promoting several AA projects and MCCs. You will also have the opportunity to share your experiences from your Local and National Boards.

16:00 – 17:30

MKT Proposal

Aims:

To present the MKT-related proposal to the participants.
To have a preparatory discussion on it.
To vote on a recommendation to the Council.

Means:

- Presentation of the proposal by proposing National Groups.
- Discussion
- Voting

Preparation:

Read carefully the proposal which can be found [here](#).

17:30 – 19:00

Sell it! – Advertisements and the ELSA Shop

Aims:

To explore the products we have in ELSA and to provide Marketing Officers with knowledge and practical tools on how to sell them.
To follow up on previous discussions about the ELSA Shop and to search for ways to improve it.

Means:

- Presentation by ELSA International
- Practical exercise
- Presentation by ELSA International
- Discussion
- Conclusions

Preparation:

Bring your ELSA merchandise! Visit the ELSA Shop on shop.elsa.org and read the minutes from the relevant Marketing Workshop of the [LXVII International Council Meeting](#) in Cluj-Napoca, Romania.

Comments:

ELSA has a lot to offer – not only in terms of education and gaining soft skills. During this workshop we will explore the fundraising part of Marketing in ELSA.

Tuesday, October 20th, 2015 (10:00 – 19:00)

10:00 – 13:00

Training**Aims:**

To provide the Marketers with a training on soft skills.

Means:

- Training delivered by a Trainer from the International Trainers' Pool

Preparation:

Please make sure that you check your email accounts regularly for possible preparatory questions.

13:00 – 15:00

Lunch

15:00 – 17:00

CI - how to use it and where to go**Aims:**

To evaluate the implementation of the Corporate Identity of ELSA within the Network.
To identify problems and to discuss how to move forward.

Means:

- Presentation by ELSA International

- Q&A session
- Discussion
- Conclusions

Preparation:

Study the relevant parts of the [Council Meeting Decision Book](#) and the [Corporate Identity Handbook](#). Be prepared to show your favourite marketing materials!

Comments:

Rules on Corporate Identity are necessary for ELSA around Europe to stay unified and it is very important that every group in the Network follows them. At the same time, we need to have space to be creative and to keep the image of ELSA up to date. During this workshop, we will discuss the framework and how to work within it. We will also evaluate the current Corporate Identity.

17:00 – 19:00

IM or MKT Web? – Joint IM & MKT**Aims:**

To present the related proposal to the participants.

To have a preparatory discussion on it.

To vote on a Workshop recommendation to the Council.

To discuss the regulated task division between Secretaries General and Vice Presidents for Marketing regarding the maintenance of the ELSA webpages.

To define the task division in practice.

To collect inputs for further development of both areas.

Means:

- Presentation of the proposal by ELSA International
- Discussion on the proposal
- Voting on a Workshop recommendation to the Council
- Presentation by ELSA International
- Discussion
- Conclusions

Preparation:

Please read carefully the proposal on the Council Meeting Decision Book submitted by the International Board which can be found [here](#).

Read the relevant parts under the IM part of the [Council Meeting Decision Book](#).

Comments:

During previous International Council Meetings, it became clear that the current regulations about the ELSA webpages are not always reflecting the reality correctly. According to the Council Meeting Decision Book, the Secretary General is the main responsible person for the webpage maintenance. However, it is not uncommon that Marketing Officers work with this in practice. During the workshop, we will discuss the issues that this situation creates and how to solve them.

Wednesday, October 21st, 2015 (10:00 – 13:00)

10:00 – 11:30

Synergy – do we have it?**Aims:**

To evaluate previous editions of Synergy Magazine and to discuss its development.
To provide Marketers with knowledge about how to produce a members' magazine.

Means:

- Presentation by ELSA International
- Q&A session
- Working groups
- Presentations by the working groups
- Conclusions

Comments:

The Synergy Magazine has been around for almost 30 years and it has become an inevitable part of ELSA. To make sure that the magazine is still attractive for all its targets groups, it has to stay up to date. The participants will be given an opportunity to evaluate the Synergy Magazine, which will provide a basis for further development of the magazine. Marketers will also be introduced to the steps that have to be taken when producing a members' magazine.

11:30-13:00

ELSA Day and how to brand Human Rights – Joint MKT, AA & S&C**Aims:**

To prepare the last details for the 4th edition of the ELSA Day.
To brainstorm on how we can make our commitment to human rights attractive to externals.

Means:

- Presentation by ELSA International
- Working groups
- Discussion

Comments:

ELSA Day is the ideal human rights forum to make a great impact as a big association, as a huge network. Therefore, it is necessary to promote it in a way that the message is clearly transferred and the whole idea behind the hundreds of synchronised-in-one-day events is well branded. This workshop will give valuable inputs on how to promote human-right-related events.

Friday, October 23rd, 2015 (10:00 – 19:00)

10:00 – 11:30

Promotion Strategies in S&C – Joint MKT & S&C**Aims:**

To prepare unified promotion strategies for ELSA Law Schools and ELSA Delegations.

Means:

- Presentation by ELSA International
- Working groups “Strategies of promotion”
- Discussion
- Conclusions

Comments:

ELSA Law Schools and ELSA Delegations are two of the Flagship projects of ELSA. They provide unique opportunities for law students from all over the world. In order for us to ensure the quality of the academic outcome, it is necessary to attract skilled participants. Therefore, it is important to discuss how to deliver this information to as a broad audience as possible.

11:30 – 13:00

Flagship Projects – Joint MKT, AA, S&C & STEP**Aims:**

To search for the best practices in order to brand the major projects of ELSA.

To find ways to strengthen our external image via our projects.

Means:

- Short presentation by ELSA International
- Working groups
- Discussion

Comments:

A strong identity can be built in many ways with various marketing methods. Specifically in ELSA, there is an asset that we should take advantage of and this is our projects; STEP, ELSA Law Schools, EMC2, Legal Research Groups, EHRMCC and Delegations are our major projects. Their innovation and academic prestige should be communicated to externals in a proper way in order to manage to strengthen our presence in the legal world. This workshop will brainstorm on a collective strategy that we should follow so that we make ELSA a powerful synonym to legal education.

13:00 – 15:00

Lunch

15:00 – 16:00

Marketing Database**Aims:**

To present the previous work of ELSA International on this issue and to give participants the ability to influence this project.

Means:

- Presentation by ELSA International
- Discussion
- Conclusions

Comments:

The creation of a database that enables easy access to marketing materials is a part of the Strategic Goals 2018 of ELSA. However, this issue should be addressed more. In order for us to create a tool that will be used, it is important to collect inputs and ideas from the Marketing Officers.

16:00 – 17:30

Open Forum – Your Marketing

Aims:

To give the participants the opportunity to discuss the topics they want to bring up before the Workshop.

Means:

- Open discussion

Preparation:

Think about what you believe should be discussed with the rest of the Marketers. We will create a list of topics during the week. There are no boundaries – be open and share!

17:30 – 19:00

Closing: Miscellaneous & Evaluation

Aims:

To close and evaluate the Marketing Workshop and to decide how to continue working in the months to follow.

Means:

- Q&A session
- Evaluation of the Marketing Workshop
- Closing

Comments:

We will evaluate the workshops and discuss on how we should improve our work as a team for the upcoming months.

ACADEMIC ACTIVITIES WORKSHOP**Timetable**

Time	Sun 18 th	Mon 19 th	Sun 18 th	Wed 21 th	Thu 22 th	Fri 23 th	Sat 24 st	Sun 25 th
08:00	Arrival of the Participants	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast
08:30								
09:00		Introduction to AA	How to establish a MCC	Legal Research Groups	Conference	Negotiation in practice	Final Plenary	Final Plenary
09:30								
10:00		MCC Game	Option 1: Law Review	Option 2: FM & AA: Treasuring EMC2	MKT, AA & S&C: ELSA Day and how to brand Human Rights	MKT, AA, S&C & STEP: Flagship Projects	Final Plenary	Final Plenary
10:30								
11:00	Letters of Authorisation & Payments	Lunch	Lunch	Lunch	Lunch	Lunch	Lunch	
11:30								
12:00	Opening Plenary	MKT & AA: Promotion Strategies of AA projects & MCCs	BEE, AA, S&C & STEP: Current IFP Topic (Media Law)	Mid Plenary	Sightseeing	Academic Competitions	Final Plenary	Departure of the Participants
12:30								
13:00		Presentation of local and national projects	BEE, AA, S&C & STEP: New IFP Topic	Mid Plenary	Sightseeing	EHRMCC pre-moots	Final Plenary	
13:30								
14:00		Opening Workshop	Presentation Skills	Mid Plenary	Sightseeing	Open AA Forum	Final Plenary	
14:30								
15:00	Officers' Training	Reporting Time	Mid Plenary	Dressing Time	Closing Workshop	Final Plenary		
15:30								
16:00	Freshers' Workshop	Reporting Time	Mid Plenary	Transport	Reporting Time	Final Plenary		
16:30								
17:00	HoD	Dinner	Dinner	Gala Ball	Dinner	Dinner		
17:30								
18:00	Dinner	Dinner	Dinner	Gala Ball	Dinner	Dinner		
18:30								
19:00	Party	Party	Party	Gala Ball	Party	Party		
19:30								
20:00	Party	Party	Party	Gala Ball	Party	Party		
20:30								
21:00	Party	Party	Party	Gala Ball	Party	Party		
21:30								
22:00	Party	Party	Party	Gala Ball	Party	Party		
22:30								
23:00	Party	Party	Party	Gala Ball	Party	Party		
23:30								

Preparations and Reminders for the Academic Activities Workshop

In order to actively participate and contribute to the AA Workshop, please read the following materials, and download them on the computer you will bring to the Workshop sessions:

- The [Statutes and Standing Orders](#) and the [Council Meeting Decision Book, 42nd Edition](#);
- These Working Materials;
- The Minutes of the AA Workshop in the [LXVII International Council Meeting](#) held in Cluj-Napoca, Romania, and in the V Key Area Meeting held in Salento, Italy;
- The [AA Handbook](#) and the [MCC Organisers' Manual](#);
- The [EMC2](#) and [EHRMCC](#) Rules.

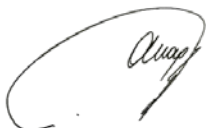
Make sure to read the Minutes from the AA Workshop at the last International Council Meeting. This is of great importance for the procedure, discussions and outcome of the Workshop sessions. In order for us to make some progress from the outcome of the AA workshops during the Key Area Meeting in Salento, it is important that you also read these minutes. You can find the rest of the documents listed above on the [Officers' Portal](#). Please bring your laptop with you, it is recommended since it will be useful during the workshops.

Please read this agenda carefully; should you need any clarifications, do not hesitate to contact the Vice President for Academic Activities of ELSA International at vpaa@elsa.org or the Vice President for Moot Court Competitions of ELSA International at mootcourts@elsa.org.

Please prepare a written Activity Report, and send it out on the listserv – AA mailing list (ELSA-AA@LISTSERV.ELSA.ORG) before the ICM. It is important for all of us to be aware of what is going on in the Network, in order for us to have the best possible outcome from the workshops. The more prepared you come to ICM, the better outcome we will have! And most importantly, bring positive energy, your own thoughts and ideas and a lot of ELSA spirit!

We are looking forward to seeing you in the AA Workshops!

Ada & Antonia



Antonia Markoviti
Vice President for Academic Activities



Ada Gawrysiak
Vice President for Moot Court Competitions

Draft Agenda

Sunday, October 18th, 2015 (17:30 – 20:30)

17:30 – 18:30

Opening Workshop – “That’s my name”

Aims:

To elect the Workshop Officers and to approve the Draft Workshop Agenda.

To get to know each other.

To share expectations for the week.

Means:

- Opening of the Academic Activities Workshop
- Election of the Workshop Chair and Vice Chair as well as the Secretaries
- Presentation of the Workshop Rules
- Presentation of the Workshop Draft Agenda by ELSA International
- Approval of the Workshop Draft Agenda
- Introduction game

Comments:

After finalizing the procedural issues for the Workshop, participants will be ready to listen to the presentations given by ELSA International, and to get actively involved in the discussions and roundtables taking place during the ICM.

18:30 – 20:00

Officers’ Training

Aims:

To train the Council Meeting and Workshop Officers, and the Directors for ELSA Spirit of the LXVIII International Council Meeting on their fundamental tasks and responsibilities during the week.

Means:

- The Workshop Chairs and Vice Chairs’ training will be delivered by the Chair and the Vice Chair of the Plenary.
- The Secretaries’ training will be delivered by the Secretary General of ELSA International.
- The Tellers and Nomination Committee’s trainings will be delivered by ELSA International.

- The Directors for ELSA Spirit's training will be delivered by the Treasurer of ELSA International.

Comments:

This is a training only for the Council Meeting and Workshop Officers, and Directors for ELSA Spirit.

18:30 – 20:00

Freshers' Workshop**Aims:**

To give a general overview of ELSA, the International Board and the International Council Meeting.

Means:

- The workshop will be conducted by ELSA International.

Comments:

The participants attending an ICM for the first time and other participants interested in finding out more information shall take part in this Workshop.

20:00 – 20:30

Heads of Delegation's Meeting**Aims:**

To provide the Heads of Delegation (HoD) of the various National Groups with information regarding their tasks and responsibilities during the week.

To address the Heads of Delegation concerning issues put forward by the ICM Organising Committee.

Means:

- The meeting will be coordinated by ELSA International and the ICM Organising Committee.

Comments:

The Heads of Delegation are the main communication channel between ELSA International and the Organising Committee, and the participants of the ICM. This is why, it is important for them to be provided with some useful information.

Monday, October 19th, 2015 (10:00 – 19:00)

10:00 – 11:00

Introduction to AA – “Let’s explore it”**Aims:**

To shortly introduce the AA area and discuss general topics.

Means:

- Presentation by ELSA International
- Q&A session
- Open discussion
- Summary

Preparation:

Please have a look at the Academic Activities part of the [Council Meeting Decision Book](#) and the [AA Handbook](#).

Comments:

We will start off carefully by giving a short overview of our Key Area and its projects and opportunities. Also, we will discuss how we want the communication and knowledge management to be structured.

11:00 – 12:00

Evaluation Tools – “Feed us with feedback”**Aims:**

To get familiar with the evaluation tools and to contribute to their qualitative improvement.

Means:

- Short presentation by ELSA International
- Working group on restructuring the evaluation system
- Discussion

Comments:

How useful is the evaluation of our projects? How can we improve the procedure? How can we encourage more Officers to evaluate? All these “how’s” can be answered through an interactive and practical workshop.

12:00 – 13:00

MCC Game

Aims:

To remind about the most important facts and to check the level of knowledge when it comes to both EHRMCC and EMC2.

Means:

- Quiz

Preparation:

Check the materials related to the EHRMCC and the EMC2, and show the Workshop what you got!

Comments:

Did you do your homework after the V Key Area Meeting? During this session, we will check your knowledge regarding the two international MCCs. This interactive session will be a good exercise for both freshers and experienced Officers, to see how much we know when it comes to two ELSA's biggest projects. We will remind ourselves the most important things, when it comes to the EHRMCC and EMC2.

13:00 – 15:00

Lunch

15:00 – 16:00

Promotion Strategies of AA projects & MCCs – Joint MKT & AA

Aims:

To brainstorm on different ways and strategies to promote EMC2 and EHRMCC, Legal Research Groups and Law Review on the international level.

To evaluate the promotion of the ongoing projects.

Means:

- Introduction by ELSA International
- Working groups
- Presentations and conclusions
- Q&A session

Preparation:

Discuss the promotion strategy you have in your Local/National Group together with your MKT/AA/MCC Officer. How do you work with these projects, and how can we improve their promotion?

Comments:

The core of organising every project is well-planned promotion. It is very important for MKT and AA Officers to cooperate and work together when planning projects. We need to focus not only on present editions of our projects, but also on this kind of promotion which will have an impact on the future ones. During this workshop, we will discuss challenges and different solutions when promoting several AA projects and MCCs. You will also have the opportunity to share your experiences from your Local and National Boards.

16:00 – 17:30

Presentations of local and national projects – “When the network shines”**Aims:**

To give the Officers a chance to present current projects and plans in their respective ELSA Groups and have a chance to inspire each other with ideas and experiences.

Means:

- Short introduction by ELSA International
- Presentations by the participants (approximately ten minutes per participant)
- Discussion

Comments:

During the OYOP workshop in the AA Workshop during the V Key Area Meeting, it became clear that there are a lot of great projects going on in the Network, which differ from the “classic AA projects”, and the Officers seemed really interested in finding out more. This workshop serves as a chance for the Officers to present their own projects and learn about others’ projects. This workshop is put on purpose in the beginning of the week, so that the Officers have time to discuss further outside of Workshop time.

17:30 – 19:00

Presentation Skills – “The Elevator Pitch Challenge”

Aims:

To develop the presentation and communication skills of the participants.

To teach the Officers how – with only a few sentences – we are able to make our audience not to miss a word.

To highlight and understand the importance of body language and the way of speaking.

Means:

- Practical activity
- Conclusion presented by ELSA International
- Discussion

Comments:

The name "elevator pitch" reflects the idea that it should be possible for someone to deliver the summary in the time span of an elevator ride, or approximately thirty seconds to two minutes. The term itself comes from a scenario of an accidental meeting with someone important in the elevator. If the conversation inside the elevator in those few seconds is interesting and value adding, the conversation will either continue after the elevator ride, or end in exchange of business cards or a scheduled meeting.

Tuesday, October 20th, 2015 (10:00 – 19:00)

10:00 – 12:00

How to establish a MCC – “To moot or not to moot?”

Aims:

To identify the challenges when organising Moot Court Competitions.

To discuss the establishment and organisation of Moot Court Competitions on the local and national levels.

To raise awareness of Moot Court Competitions.

To educate our members on how to develop them.

Means:

- Presentation by ELSA International
- Working groups
- Presentations and final conclusions
- Q&A session

Preparation:

Please prepare yourself to present ongoing Moot Court Competitions organized on the national and local levels in your National ELSA Network and get familiar with the [MCC Organisers' Manual](#).

Comments:

Moot Court Competitions are growing within our Network, but there is still a need for improvement. At the same time, there are some Officers who lack the necessary know-how. It is important that National and Local Groups establish their own Moot Court Competitions in order to strengthen legal discussions among law students.

12:00 – 13:00

Option 1: Law Review – “We want you to write”**Aims:**

To present the 1st edition of the ELSA Law Review.

To explain the steps towards the 2nd edition.

To get familiar with the project in detail.

Means:

- Presentation by ELSA International
- Q&A session and discussion

Comments:

The 1st edition of the ELSA Law Review is a reality and it is high time we get ready for the 2nd edition. In order to promote this project within the Network and encourage more National and Local Groups to organize it, we need to understand its structure, get inspired by other groups' practices and apply the best methods. During the V KAM, we had the first touch with the whole idea of the project and now we can proceed in depth in order to understand what we and also our members can gain from a Law Review.

12:00 – 13:00

Option 2: Treasuring EMC2 – Joint FM & AA**Aims:**

To present the financial situation related to the ELSA Moot Court Competition on WTO Law (EMC2).

To increase the Treasurers' knowledge about the EMC2 in general, and AA and MCC Officers' knowledge regarding the financial aspects related to the Competition.

Means:

- Presentation by ELSA International
- Discussion and Q&A session

Comments:

The ELSA Moot Court Competition is a significant part of the budget of ELSA International. It is highly important to keep the Network updated on the developments in this area and on how it influences the general budget. This knowledge is not only relevant for Treasurers, but also for MCC Officers and AA Officers responsible for MCC activities.

13:00 – 15:00

Lunch

15:00 – 16:30

Current IFP Topic (Media Law) – Joint BEE, AA, S&C & STEP**Aims:**

To present the aim of the International Focus Programme in general and to discuss the aspects of the Media Law as the current IFP topic.

To present activities in the Network which will focus on Media Law. To discuss the problems of the IFP implementation.

Means:

- Presentation by ELSA International
- Working Groups: “How does your National Group implement the IFP?”
- Discussion on current problems of the IFP implementation

Comments:

Our term is the final year of the Media Law International Focus Programme. This means that the whole year should aim at the evaluation. In addition to that, the implementation will end on the 31st of July 2016. For this reason, we have to highlight the importance of the IFP projects. The recommendation is to have a focus on Print Media. However, the implementation itself is always connected with some difficulties and, therefore, the aim of this workshop will be to discuss the problems and to find potential solutions.

16:30 – 19:00

New IFP Topic – Joint BEE, AA, S&C & STEP

Aims:

To discuss the outcome of the Working Groups' research.

To discuss every proposed New IFP Topic and its respective timeline.

Means:

- Presentation by ELSA International
- Presentation of the proposed topics by the Working Groups
- Open discussion

Preparation:

Think about potential ways to implement the proposed topics in AA, S&C and STEP activities on a local level.

Comments:

It is essential to know the definition of the International Focus Programme and to understand its aim even before the ICM. The topic to be selected should be internationally relevant, should be a hot legal topic, should have a potential for academic discussion, should have an impact on everyday life, should generate interest and, last but not least, it should be attractive to sponsors at all levels. In addition to that, it is important that we realize that the topic has to be broad enough for all the Local Groups to be able to organize projects and invite speakers. It should have a sufficient legal background, i.e. it has to be relatively easy to ensure the academic outcome of the event, since the main aim of the IFP is to raise awareness through legal education. To sum up, it is very important that the Council decides upon the voting, bearing in mind the level of potential implementation of the topic in all Key Areas, namely AA, S&C and STEP.

Wednesday, October 21st, 2015 (10:00 – 13:00)

10:00 – 11:30

Legal Research Groups – “Research, write, publish, repeat”

Aims:

To get familiar with the new topic of the International Legal Research Group (LRG).

To analyse further the structure of the project and the responsibilities of the people involved.

To present new techniques on organising a local/national LRG.

Means:

- Presentations by ELSA International
- Presentation by the International Coordination Team
- Q&A session and Discussion

Comments:

The topic of the new LRG is official: “Freedom of Expression – The protection of journalistic sources.” Our next step is to promote it to the Network and involve as many researchers as possible. The topic is very contemporary and constitutes a big focus of the Council of Europe. In this workshop, we will present the analytic timeline, we will present the responsibilities of all the people involved and we will brainstorm on how to further develop the project. Moreover, we need to underline the importance of the follow-up activities, like the LRG Conference on Social Rights and Austerity Measures.

11:30 – 13:00

ELSA Day and how to brand Human Rights – Joint MKT, AA & S&C**Aims:**

To prepare the last details for the 4th edition of the ELSA Day.

To brainstorm on how we can make our commitment to human rights attractive to externals.

Means:

- Presentation by ELSA International
- Working groups
- Discussion

Comments:

ELSA Day is the ideal human rights forum to make a great impact as a big association, as a huge network. Therefore, it is necessary to promote it in a way that the message is clearly transferred and the whole idea behind the hundreds of synchronised-in-one-day events is well branded. This workshop will give valuable inputs on how to promote human-right-related events.

Friday, October 23rd, 2015 (10:00 – 19:00)

10:00 – 11:30

Negotiation in practice – “Seal the deal”**Aims:**

To shape up the ideal approaching behaviour which is necessary when we present a project to an external.

To learn tips and tricks on how to strengthen and sell AA projects.

Means:

- Practical exercise
- Conclusion presented by ELSA International
- Discussion

Comments:

Legal Research Groups, Moot Court Competitions, Law Review... They are strong as names, but which are the key words, the methods to convince externals to contribute and members to participate? This session will provide the Officers with valuable elements for their project management career through an interactive way.

11:30 – 13:00

Flagship Projects – Joint MKT, AA, S&C & STEP**Aims:**

To search for the best practices in order to brand the major projects of ELSA.

To find ways to strengthen our external image via our projects.

Means:

- Short presentation by ELSA International
- Working groups
- Discussion

Comments:

A strong identity can be built in many ways with various marketing methods. Specifically in ELSA, there is an asset that we should take advantage of and this is our projects; STEP, ELSA Law Schools, EMC2, Legal Research Groups, EHRMCC and Delegations are our major projects. Their innovation and academic prestige should be communicated to externals in a proper way in order to manage to strengthen our presence in the legal world. This workshop will brainstorm on a

collective strategy that we should follow so that we make ELSA a powerful synonym to legal education.

13:00 – 15:00

Lunch

15:00 – 16:00

Academic Competitions – “Again, to the law and beyond”

Aims:

To discuss the progress regarding the promotion of the academic competitions in the Network.
To find a direction towards the most suitable kind for an international event.
To work on the tools that Officers need for the organisation of local and national events.

Means:

- Presentation by ELSA International
- Q&A session and discussion

Comments:

During the V KAM, we realized how much likeable academic competitions are and, also, how attractive is the idea of a European organisation. At the same time, the big question was whether a negotiation competition or a contract negotiation competition would be a better scenario. This workshop will present the pros and cons of each kind so that the Officers become aware of the details and decide which of the two they would prefer to organise.

16:00 – 17:00

EHRMCC pre-moots – “Pre-prepare for the pre-stigious competition”

Aims:

To discuss and present the idea of organising pre-moots of the European Human Rights Moot Court Competition by ELSA Groups.
To go step by step through its organization.
To give the floor to the Officers to present the ongoing National Rounds organised in the Network.

Means:

- Presentation by ELSA International
- Discussion and analysis by the Workshop
- Presentations by the participants
- Q&A session

Preparation:

Visit the webpage of [EHRMCC](#) and get familiar with the Competition and its structure. Moreover, study the [rules](#) of the Competition.

Comments:

The 4th edition of the European Human Rights Moot Court Competition has already been launched. The Competition is getting bigger and expanding all over Europe. Therefore, there is a need for discussion on how to improve the different stages of it. Every year, around 100 teams register and only 16 of them take part in the Final Oral Round in Strasbourg, France. The aim of the pre-moots is to create an additional oral stage of the Competition. In this way, we can give the chance to teams from different countries to plead against each other and prepare for the Final Oral Round, or – if not being qualified – experience the oral stage of the EHRMCC. The difference between the National Rounds and the pre-moots is in encouraging ELSA Groups to organize pre-moots in cooperation with foreign ELSA Groups, in order to make them acquire an international character.

17:00 – 18:00

Open AA Forum – “Rolling in the deep”**Aims:**

To provide the participants with an open space so that they address topics within ELSA or the AA area that they would like to discuss or get inputs for. The topics for this session will be gathered on the AA mailing list and be later presented during the Open AA Forum of the ICM. It is also possible to add topics to this workshop during the ICM week.

Means:

- Discussion on the topics and projects proposed by the Network in an open way

Preparation:

Think about the topics you would like to discuss with the other participants of the AA Workshop or projects you would like to present, and share them on the AA mailing list or send an email to the Vice President for Academic Activities or the Vice President for Moot Court Competitions of ELSA International.

18:00 – 19:00

Closing – “The finest fin”

Aims:

To sum up the ICM together as well as gather inputs for the Workshop content for the next ICM to be held in Malta.

To give feedback and properly close the Workshop.

Means:

- Evaluation of the Workshop
- Roundtable to gather inputs
- Final Q&A session
- Closing of the Workshop

Preparation:

Think about issues and topics that are unclear. Do not hesitate to ask questions if you feel the need that something should be clarified. Give constructive feedback on the event.

SEMINARS AND CONFERENCES WORKSHOP

Timetable

Time	Sun 18 th	Mon 19 th	Tue 20 th	Wed 21 th	Thu 22 th	Fri 23 th	Sat 24 st	Sun 25 th
08:00	Arrival of the Participants	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast
08:30								
09:00								
09:30		S&C Knowledge	Training	ELSA Delegations	Conference	MKT & S&C: Promotion Strategies in S&C	Final Plenary	
10:00								
10:30								
11:00	Letters of Authorisation & Payments	Lunch	Lunch	Lunch	Lunch	Lunch	Lunch	
11:30								
12:00								
12:30	Opening Plenary	Specification and Evaluation	MKT, AA & S&C: ELSA Day and how to brand Human Rights	MKT, AA & S&C: ELSA Day and how to brand Human Rights	Conference	MKT, AA, S&C & STEP: Flagship Projects	Final Plenary	Departure of the Participants
13:00								
13:30								
14:00		Lunch	Lunch	Lunch	Lunch	Lunch	Lunch	
14:30								
15:00								
15:30	Opening Workshop	ELSA Law Schools I	BEE, AA, S&C & STEP: Current IFP Topic (Media Law)	Mid Plenary	Sightseeing	Strategic Goals 2018	Final Plenary	
16:00								
16:30								
17:00	Reporting Time	Reporting Time	Reporting Time	Reporting Time	Reporting Time	Reporting Time	Reporting Time	
17:30								
18:00								
18:30	Officers' Training	Freshers' Workshop	BEE, AA, S&C & STEP: New IFP Topic	Mid Plenary	Dressing Time	Closing Workshop	Final Plenary	
19:00								
19:30	HoD	Dinner	Dinner	Dinner	Transport	Dinner	Dinner	
20:00								
20:30	Party	Party	Party	Party	Gala Ball	Party	Party	
21:00								
21:30	Party	Party	Party	Party	Gala Ball	Party	Party	
22:00								
22:30								
23:00								
23:30	Party	Party	Party	Party	Gala Ball	Party	Party	
23:30								

Preparations and Reminders for the Seminars and Conferences Workshop

Please read and bring the following materials to the S&C Workshop sessions:

- The [Statutes and Standing Orders](#) in force;
- The [Council Meeting Decision Book, 42nd Edition](#);
- The Minutes of the [LXVII International Council Meeting](#) held in Cluj-Napoca, Romania;
- Your national One Year Operational Plans;
- Energy, ideas, motivation and, of course, your national and local drinks and food!

Make sure that you read the minutes from at least the previous International Council Meeting. This is of great importance for the procedure, discussions and outcome of the Workshop sessions. If you bring your laptop with you, it is recommendable that you have these minutes downloaded on your computer.

It is also important for the efficiency of the Workshop that you be prepared regarding the content of our internal regulations. Please read the Statutes and Standing Orders and the Council Meeting Decision Book, with particular attention to the decisions related to ELSA in general, to S&C and to BEE (Institutional Relations).

Also, feel free to use the listserv – S&C mailing list (ELSA-SC@LISTSERV.ELSA.ORG) and start any discussions before the ICM. **We also expect from you to send your Activity Reports on the S&C mailing list prior to the ICM.**

Should you need any clarifications, please do not hesitate to contact the Vice President for Seminars and Conferences of ELSA International at vpssc@elsa.org.

Welcome to the S&C Workshop!



Matej Sadloň

Vice President for Seminars and Conferences

ELSA International 2015/2016

Draft Agenda**Sunday, October 18th, 2015 (17:30 – 20:30)**

17:30 – 18:30

Opening Workshop**Aims:**

To get to know each other.

To prepare for the week to follow.

To elect the Workshop Officers.

To present and approve the Draft Workshop Agenda.

To decide upon Workshop Rules.

Means:

- Speed dating
- Election of the Chair, the Vice Chair and the Secretaries
- Presentation of the Draft Workshop Agenda by ELSA International
- Approval of the Draft Workshop Agenda
- Presentation of the Workshop Rules

Preparation:

Prepare your inputs for this ICM. Read the agenda carefully and think about Workshop Rules that could be adopted, especially “finger rules”. Think about why we have these meetings and how we can profit the most from them. What influence does the ICM have on your work as an ELSA Officer?

18:30 – 20:00

Officers’ Training**Aims:**

To train the Council Meeting and Workshop Officers, and the Directors for ELSA Spirit of the LXVIII International Council Meeting on their fundamental tasks and responsibilities during the week.

Means:

- The Workshop Chairs and Vice Chairs’ training will be delivered by the Chair and the Vice Chair of the Plenary.
- The Secretaries’ training will be delivered by the Secretary General of ELSA International.

- The Tellers and Nomination Committee's trainings will be delivered by ELSA International.
- The Directors for ELSA Spirit's training will be delivered by the Treasurer of ELSA International.

Comments:

This is a training only for the Council Meeting and Workshop Officers, and Directors for ELSA Spirit.

18:30 – 20:00

Freshers' Workshop**Aims:**

To give a general overview of ELSA, the International Board and the International Council Meeting.

Means:

- The workshop will be conducted by ELSA International.

Comments:

The participants attending an ICM for the first time and other participants interested in finding out more information shall take part in this Workshop.

20:00 – 20:30

Heads of Delegation's Meeting**Aims:**

To provide the Heads of Delegation (HoD) of the various National Groups with information regarding their tasks and responsibilities during the week.

To address the Heads of Delegation concerning issues put forward by the ICM Organising Committee.

Means:

- The meeting will be coordinated by ELSA International and the ICM Organising Committee.

Comments:

The Heads of Delegation are the main communication channel between ELSA International and the Organising Committee, and the participants of the ICM. This is why, it is important for them to be provided with some useful information.

Monday, October 19th, 2015 (10:00 – 19:00)

10:00 – 12:00

S&C Knowledge**Aims:**

To gain an insight into the quality of the Officers' knowledge.

To find the drawbacks and to provide the Officers with useful information.

To discuss together the wide range of activities that we are required to develop and to analyse parts of the Decision Book related to the area of Seminars and Conferences.

Means:

- S&C knowledge exam
- Presentation by ELSA International
- Open discussion

Comments:

Due to the fact that the first precondition for being a good Officer is to know what his/her tasks are, the aim of this workshop will be to test the knowledge. Therefore, it is recommended that you visit the [Officers' Portal](#) before the ICM. In addition to that, we will discuss about the structure of this wide area and about the different possibilities for its development. We will also go through the relevant parts of the Decision Book related to the area of Seminars and Conferences and we will discuss how the related provisions can be useful for planning and managing your S&C events, for learning and getting inspired.

12:00 – 13:00

Specification and Evaluation**Aims:**

To discuss the problems concerning the functionality of the Specification and Evaluation systems.

To find potential solutions.

Means:

- Introduction by ELSA International
- Discussion

Comments:

This problem has already been addressed during the V Key Area Meeting. In order for us to be effective, it is very important that you think about this problem even before the ICM and search for potential strategies and simplifications.

13:00 – 15:00

Lunch

15:00 – 17:30

ELSA Law Schools I**Aims:**

To provide the Officers with a basic knowledge about the ELSA Law Schools' requirements.
To discuss the current stage of the unification, its problems and solutions in the form of a proposal prepared by the Working Group on ELSA Law Schools Unification.

Means:

- Presentation by ELSA International
- Presentation of proposal by ELSA International and the Working Group on ELSA Law Schools Unification
- Open discussion
- Voting on a Workshop recommendation of the proposal to the Council

Comments:

According to the Strategic Goals 2018, ELSA Law Schools should be the leading scientific project of ELSA. Therefore, one of the main aims of ELSA International for term 2015/2016 is to unify these projects and to create the biggest system of extra-university legal education in Europe. Currently, ELSA Law Schools are one of the Flagship projects of the Network. From the perspective of the participant, an ELSA Law School is a service. At the time of the application, the participants want transparency in what they are applying for, when the application period starts and ends, what is the outline of the subtopics and when they are expected to confirm their participation by wiring the money. Through the unified system and the unified deadlines, it will be guaranteed that the participants will have all the relevant information easily and conveniently accessible. The proposal prepared by the Working Group on ELSA Law Schools Unification under

ELSA International is, therefore, a crucial step towards the development of the high quality of education provided by the ELSA Network.

17:30 – 19:00

ELSA Law Schools II

Aims:

To provide the Officers with a basic know-how on organizing an ELSA Law School via a practical exercise.

Means:

- Introduction by ELSA International
- Working groups “Organize an ELSA Law School”

Comments:

An ELSA Law School is a complex project connected with a long period of preparation, application process, payment in advance, accommodation, meals, provision for education and other services. Therefore, it is very important to train the Officers' skills in the respective field.

Tuesday, October 20th, 2015 (10:00 – 19:00)

10:00 – 13:00

Training on Grants

Aims:

To provide the Officers with necessary know-how in the area of grants.

Means:

- Training delivered by a Trainer from the International Trainers' Pool

Preparation:

Please make sure that you check your email accounts regularly for possible preparatory questions.

13:00 – 15:00

Lunch

15:00 – 16:30

Current IFP Topic (Media Law) – Joint BEE, AA, S&C & STEP

Aims:

To present the aim of the International Focus Programme in general and to discuss the aspects of the Media Law as the current IFP topic.

To present activities in the Network, which will focus on Media Law. To discuss the problems of the IFP implementation.

Means:

- Presentation by ELSA International
- Working Groups: “How does your National Group implement the IFP?”
- Discussion on current problems of the IFP implementation

Comments:

Our term is the final year of the Media Law International Focus Programme. This means that the whole year should aim at the evaluation. In addition to that, the implementation will end on the 31st of July 2016. For this reason, we have to highlight the importance of the IFP projects. The recommendation is to have a focus on Print Media. However, the implementation itself is always connected with some difficulties and, therefore, the aim of this workshop will be to discuss the problems and to find potential solutions.

16:30 – 19:00

New IFP Topic – Joint BEE, AA, S&C & STEP

Aims:

To discuss the outcome of the Working Groups’ research.

To discuss every proposed New IFP Topic and its respective timeline.

Means:

- Presentation by ELSA International
- Presentation of the proposed topics by the Working Groups
- Open discussion

Preparation:

Think about potential ways to implement the proposed topics in AA, S&C and STEP activities on a local level.

Comments:

It is essential to know the definition of the International Focus Programme and to understand its aim even before the ICM. The topic to be selected should be internationally relevant, should be a hot legal topic, should have a potential for academic discussion, should have an impact on everyday life, should generate interest and, last but not least, it should be attractive to sponsors at all levels. In addition to that, it is important that we realize that the topic has to be broad enough for all the Local Groups to be able to organize projects and invite speakers. It should have a sufficient legal background, i.e. it has to be relatively easy to ensure the academic outcome of the event, since the main aim of the IFP is to raise awareness through legal education. To sum up, it is very important that the Council decides upon the voting, bearing in mind the level of potential implementation of the topic in all Key Areas, namely AA, S&C and STEP.

Wednesday, October 21st, 2015 (10:00 – 13:00)

10:00 – 11:30

ELSA Delegations**Aims:**

To brief the Officers on the Institutional Relations of ELSA.

To discuss the further development of ELSA Delegations and to brainstorm on the simplification of the workload connected with this Flagship project.

Means:

- Presentation by ELSA International
- Group discussions
- Working Groups “How to simplify the work of the Delegations team”

Comments:

The area of ELSA Delegations has grown significantly during the past years, and nowadays we are facing many challenges while sending our members to represent ELSA in international institutions. The Workshop will discuss potential improvements to this project and the ways how to maximize the benefits for our Members.

11:30 – 13:00

ELSA Day and how to brand Human Rights – Joint MKT, AA & S&C**Aims:**

To prepare the last details for the 4th edition of the ELSA Day.

To brainstorm on how we can make our commitment to human rights attractive to externals.

Means:

- Presentation by ELSA International
- Working groups
- Discussion

Comments:

ELSA Day is the ideal human rights forum to make a great impact as a big association, as a huge network. Therefore, it is necessary to promote it in a way that the message is clearly transferred and the whole idea behind the hundreds of synchronised-in-one-day events is well branded. This workshop will give valuable inputs on how to promote human-right-related events.

Friday, October 23rd, 2015 (10:00 – 19:00)

10:00 – 11:30

Promotion Strategies in S&C – Joint MKT & S&C**Aims:**

To prepare unified promotion strategies for ELSA Law Schools and ELSA Delegations.

Means:

- Presentation by ELSA International
- Working groups “Strategies of promotion”
- Discussion
- Conclusions

Comments:

ELSA Law Schools and ELSA Delegations are two of the Flagship projects of ELSA. They provide unique opportunities for law students from all over the world. In order for us to ensure the quality of the academic outcome, it is necessary to attract skilled participants. Therefore, it is important to discuss how to deliver this information to as a broad audience as possible.

11:30 – 13:00

Flagship Projects – Joint MKT, AA, S&C & STEP**Aims:**

To search for the best practices in order to brand the major projects of ELSA.

To find ways to strengthen our external image via our projects.

Means:

- Short presentation by ELSA International
- Working groups
- Discussion

Comments:

A strong identity can be built in many ways with various marketing methods. Specifically in ELSA, there is an asset that we should take advantage of and this is our projects; STEP, ELSA Law Schools, EMC2, Legal Research Groups, EHRMCC and Delegations are our major projects. Their innovation and academic prestige should be communicated to externals in a proper way in order to manage to strengthen our presence in the legal world. This workshop will brainstorm on a collective strategy that we should follow so that we make ELSA a powerful synonym to legal education.

13:00 – 15:00

Lunch

15:00 – 16:00

Strategic Goals 2018

Aims:

To discuss the Strategic Plan of ELSA.
To analyse the goals related to the S&C area.
To discuss the further development of S&C projects.

Means:

- Presentation by ELSA International
- Group discussion

Comments:

During this session, we will analyse the current Strategic Plan of ELSA. We will also discuss how relevant goals can be achieved in the S&C area.

16:00 – 16:30

S&C Proposal

Aims:

To discuss the proposed amendment to the Council Meeting Decision Book submitted by ELSA Germany.

Means:

- Presentation of the proposal
- Discussion
- Voting on a Workshop recommendation for this proposal to the Council

Comments:

Read carefully the proposal which can be found [here](#).

16:30 – 18:30

Miscellaneous

Aims:

To discuss topics that are not included in the original agenda.

To give the floor to all the participants in order to share their ideas and present national and/or local projects that can be inspiring for others.

Means:

- Miscellaneous forum
- Roundtable discussion

Comments:

Due to limited time we have, not all topics can be discussed and we will leave the time for this in the end of the week, where all participants can bring up any topics of interest. Also, we will give the floor to all national and local Officers to present their projects, because we are here to support and to inspire each other.

18:30 – 19:00

Closing Workshop

Aims:

To evaluate the week.

To give feedback on the content of the Workshops.

To close the S&C Workshop.

Means:

- Summary and conclusion
- Closing S&C Workshop

Comments:

In this session, we will focus on what we can improve when we meet the next time. ELSA International is open to any inputs on how to create even better workshops.

STUDENT TRAINEE EXCHANGE PROGRAMME WORKSHOP**Timetable**

Time	Sun 18 th	Mon 19 th	Tue 20 th	Wed 21 th	Thu 22 th	Fri 23 th	Sat 24 st	Sun 25 th
08:00	Arrival of the Participants	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast
08:30								
09:00								
09:30								
10:00		STEP Calendar	Training	Decision Book	Conference	Student Hunting - STEP Promotion	Final Plenary	Departure of the Participants
10:30	Job Hunting - Tools							
11:00	Job Hunting - Negotiation							
11:30	BEE, MKT & STEP: ELSA Recruiting							
12:00								
12:30	Letters of Authorisation & Payments	Lunch	Lunch	Lunch	Lunch	Lunch		
13:00								
13:30	Opening Plenary	Statistics, Activity Reports, OYOP, SotN	BEE, AA, S&C & STEP: Current IFP Topic (Media Law)	Mid Plenary	Sightseeing	Cancellations	Final Plenary	
14:00								
14:30		STEP Team	BEE, AA, S&C & STEP: New IFP Topic			STEP IT Procedure		
15:00								
15:30						Reception and Evaluation		
16:00	STEP Globalisation	Miscellaneous and Closing						
16:30								
17:00	Opening Workshop	Reporting Time	Reporting Time	Dressing Time	Reporting Time			
17:30								
18:00	Officers' Training	Freshers' Workshop		Transport				
18:30								
19:00	HoD	Dinner	Dinner	Dinner	Dinner	Dinner		
19:30								
20:00	Dinner							
20:30								
21:00	Party	Party	Party	Party	Gala Ball	Party	Party	
21:30								
22:00								
22:30								
23:00								
23:30								

Preparations and Reminders for the Student Trainee Exchange Programme Workshop

In order to actively participate and contribute to the STEP Workshop sessions, please, do not forget to:

- Read these Working Materials;
- Read relevant parts of the [Statutes and Standing Orders](#) in force after the LXVII International Council Meeting held in Cluj-Napoca, Romania;
- Read the STEP part of the [Council Meeting Decision Book, 42nd Edition](#);
- Read the [STEP Calendar 2015/2016](#);
- Read the [STEP Handbook](#);
- Read the [One Year Operational Plan](#) of ELSA International 2015/2016;
- Bring your ELSA spirit!

Please read the aforementioned documents carefully. This is of great importance for the discussions and the outcome of the Workshop sessions.

Moreover, please read the following Draft Agenda carefully. Should you need any clarifications, please do not hesitate to contact the Vice President for STEP of ELSA International at vpstep@elsa.org.

Lastly, it is highly recommended that you use the listserv – STEP mailing list (ELSA-STEP@LISTSERV.ELSA.ORG) or the [STEP Team 2015/2016 Facebook group](#) and that you start a discussion even before the ICM. Feel free to bring up ideas you may want to share, no matter if you will be able to personally participate in the meeting or not. Your inputs are always valuable for everyone!

It is my pleasure to welcome you to the STEP Workshop!



Vedran Stanković

Vice President for Student Trainee Exchange Programme

ELSA International 2015/2016

Draft Agenda

Sunday, October 18th, 2015 (17:30 – 20:30)

17:30 – 18:30

Opening Workshop

Aims:

To present the Draft Agenda for the ICM, particularly for the STEP Workshop.

To approve it.

To elect the Workshop Officers and to decide upon Workshop Rules.

To express our expectations for the upcoming week.

To get to know each other!

Means:

- Opening of the Student Trainee Exchange Programme Workshop
- Presentation of the tasks of the Workshop Officers
- Election of the Workshop Chair, the Vice Chair and the Secretaries
- Deciding on the Workshop rules
- Presentation of the Workshop Draft Agenda by ELSA International
- Approval of the Workshop Draft Agenda
- Icebreaker game
- Roundtable: Expectations of the participants

Preparation:

Think about your expectations for this ICM – why we have these meetings and how we can profit the most from them. Read the agenda carefully and think about Workshop Rules that can be adopted. Be ready to present yourself!

18:30 – 20:00

Officers' Training

Aims:

To train the Council Meeting and Workshop Officers, and the Directors for ELSA Spirit of the LXVIII International Council Meeting on their fundamental tasks and responsibilities during the week.

Means:

- The Workshop Chairs and Vice Chairs' training will be delivered by the Chair and the Vice Chair of the Plenary.
- The Secretaries' training will be delivered by the Secretary General of ELSA International.
- The Tellers and Nomination Committee's trainings will be delivered by ELSA International.
- The Directors for ELSA Spirit's training will be delivered by the Treasurer of ELSA International.

Comments:

This is a training only for the Council Meeting and Workshop Officers, and Directors for ELSA Spirit.

18:30 – 20:00

Freshers' Workshop**Aims:**

To give a general overview of ELSA, the International Board and the International Council Meeting.

Means:

- The workshop will be conducted by ELSA International.

Comments:

The participants attending an ICM for the first time and other participants interested in finding out more information shall take part in this Workshop.

20:00 – 20:30

Heads of Delegation's Meeting**Aims:**

To provide the Heads of Delegation (HoD) of the various National Groups with information regarding their tasks and responsibilities during the week.

To address the Heads of Delegation concerning issues put forward by the ICM Organising Committee.

Means:

- The meeting will be coordinated by ELSA International and the ICM Organising Committee.

Comments:

The Heads of Delegation are the main communication channel between ELSA International and the Organising Committee, and the participants of the ICM. This is why, it is important for them to be provided with some useful information.

Monday, October 19th, 2015 (10:00 – 19:00)

10:00 – 11:30

STEP Calendar**Aims:**

To present the STEP Calendar and explain its parts and dates.

To raise awareness of set deadlines.

To provide the Officers with knowledge on planning their work during their term in office.

Means:

- Presentation on the STEP Calendar by ELSA International
- Practical task
- Roundtable discussion
- Q&A session
- Presentation and discussion about the Proposal for amending the Decision Book

Comments:

In order to make our STEP work as efficient as possible, there is a need for us to set the deadlines for STEP procedures. Therefore, for the last few years, we are establishing the STEP Calendar with all the important dates and parts of the STEP cycles. During this session, we will discuss how the STEP dates for the upcoming year were picked up, how to comply with them, what the Officers' main responsibilities are and how the tasks distribution during the year looks like. We will also discuss the submitted Proposal for amending the STEP part of the Decision Book.

Preparation:

Read the [STEP Calendar 2015/2016](#). Think about your workload periods during the year and your own planned ELSA Calendar.

11:30 – 13:00

ELSA Recruiting – Joint BEE, MKT & STEP

Aims:

To discuss how to spread job opportunities in the international Network and how to fundraise out of it.

Means:

- Presentation by ELSA International
- Discussion
- Conclusions

Comments:

ELSA International receives a lot of requests to promote internships and job vacancies inside our Network. Our members are supposedly interested in these opportunities and many companies are even willing to contribute financially to this promotion. What is missing is a platform, pricing and strategy on how to make sure that these announcements reach our individual members. A similar service, when it comes to job offers within one country, is also a good fundraising tool for National Groups.

13:00 – 15:00

Lunch

15:00 – 16:00

Statistics, Activity Reports, OYOP, SotN

Aim:

To present and analyse the statistics and results of the last STEP year.

To present and elaborate on the STEP-related parts of the OYOP of ELSA International 2015/2016.

To present and analyse the results of the 19th State of the Network Report. To discuss about what has been done so far and what the plans for the rest of the term are.

Means:

- Presentation by ELSA International
- Roundtable discussion
- Q&A

Preparation:

Be ready to share last year's results and achievements of your respective ELSA Group and this year's activity report and plans.

Comments:

Good results depend on good planning. For good planning we need to analyse, evaluate and understand the previous results. After that, we can create SMART goals.

16:00 – 18:00

STEP Team**Aim:**

To raise awareness of the importance of us working as a team in order to achieve great results.
To be aware of the other Officers we rely upon.

Means:

- Presentation by ELSA International
- Practical tasks
- Discussion

Preparation:

Think about which people you are cooperating with while conducting activities as a STEP Officer.
Get ready for practical involvement!

18:00 – 19:00

STEP Globalisation**Aims:**

To get familiar with the STEP Globalization goals.
To present the future plans regarding STEP expansion outside Europe.
To discuss about the formal framework of STEP Globalisation.

Means:

- Presentation on the STEP Globalization by ELSA International
- Presentation on the results of Working Group on Drafting the Standard Agreement
- Discussion
- Questions & Answers

Tuesday, October 20th, 2015 (10:00 – 19:00)

10:00 – 13:00

Training

Aims:

To provide the Marketers with a training on soft skills.

Means:

- Training delivered by a Trainer from the International Trainers' Pool

Preparation:

Please make sure that you check your email accounts regularly for possible preparatory questions.

13:00 – 15:00

Lunch

15:00 – 16:30

Current IFP Topic (Media Law) – Joint BEE, AA, S&C & STEP

Aims:

To present the aim of the International Focus Programme in general and to discuss the aspects of the Media Law as the current IFP topic.

To present activities in the Network which will focus on Media Law. To discuss the problems of the IFP implementation.

Means:

- Presentation by ELSA International
- Working Groups: “How does your National Group implement the IFP?”
- Discussion on current problems of the IFP implementation

Comments:

Our term is the final year of the Media Law International Focus Programme. This means that the whole year should aim at the evaluation. In addition to that, the implementation will end on the 31st of July 2016. For this reason, we have to highlight the importance of the IFP projects. The recommendation is to have a focus on Print Media. However, the implementation itself is always connected with some difficulties and, therefore, the aim of this workshop will be to discuss the problems and to find potential solutions.

16:30 – 19:00

New IFP Topic – Joint BEE, AA, S&C & STEP

Aims:

To discuss the outcome of the Working Groups' research.

To discuss every proposed New IFP Topic and its respective timeline.

Means:

- Presentation by ELSA International
- Presentation of the proposed topics by the Working Groups
- Open discussion

Preparation:

Think about potential ways to implement the proposed topics in AA, S&C and STEP activities on a local level.

Comments:

It is essential to know the definition of the International Focus Programme and to understand its aim even before the ICM. The topic to be selected should be internationally relevant, should be a hot legal topic, should have a potential for academic discussion, should have an impact on everyday life, should generate interest and, last but not least, it should be attractive to sponsors at all levels. In addition to that, it is important that we realize that the topic has to be broad enough for all the Local Groups to be able to organize projects and invite speakers. It should have a sufficient legal background, i.e. it has to be relatively easy to ensure the academic outcome of the event, since the main aim of the IFP is to raise awareness through legal education. To sum up, it is very important that the Council decides upon the voting, bearing in mind the level of potential implementation of the topic in all Key Areas, namely AA, S&C and STEP.

Wednesday, October 21st, 2015 (10:00 – 13:00)

10:00 – 10:30

Decision Book

Aims:

To get familiar with and have a common understanding of the STEP-related part of the Decision Book.

To discuss parts that may be considered vague or that could potentially be changed in the future.

Means:

- Presentation by ELSA International

- Q&A session
- Discussion

Preparation:

Read the STEP-related part of the [Council Meeting Decision Book](#).

10:30 – 11:30

Job Hunting – Tools**Aim:**

To provide the Officers with skills, materials, information and new ideas on how to promote and 'sell' STEP to the potential employers.

To provide officers with knowledge on how to use existing STEP tools.

Means:

- Presentation by ELSA International
- Presentation of STEP tools
- Discussion

Comments:

Results and success of STEP depend on how we manage to represent it to externals. It is of utmost importance for STEP Officers to have these skills in order to succeed.

11:30 – 13:00

Job Hunting – Negotiation**Aim:**

To highlight the importance of negotiation skills.

To develop negotiation skills, since they are crucial for a successful Job Hunting.

Means:

- Practical task

Preparation:

Get ready for practical involvement!

Friday, October 23rd, 2015 (10:00 – 19:00)

10:00 – 11:30

Student Hunting – STEP Promotion**Aims:**

To introduce and discuss about the promotion strategy of STEP.

To get familiar with STEP promotional materials and ways of promotion.

To learn how to detect the target groups for promotion.

Means:

- Presentation by ELSA International
- Presentation of current STEP promotional materials
- Working groups
- Discussion

Preparation:

Think of the promotional strategy that you employ, and the materials that you use. Be ready to share your ideas and experience.

11:30 – 13:00

Flagship Projects – Joint MKT, AA, S&C & STEP**Aims:**

To search for the best practices in order to brand the major projects of ELSA.

To find ways to strengthen our external image via our projects.

Means:

- Short presentation by ELSA International
- Working groups
- Discussion

Comments:

A strong identity can be built in many ways with various marketing methods. Specifically in ELSA, there is an asset that we should take advantage of and this is our projects; STEP, ELSA Law Schools, EMC2, Legal Research Groups, EHRMCC and Delegations are our major projects. Their innovation and academic prestige should be communicated to externals in a proper way in order to manage to strengthen our presence in the legal world. This workshop will brainstorm on a collective strategy that we should follow so that we make ELSA a powerful synonym to legal education.

13:00 – 15:00

Lunch

15:00 – 16:00

Cancellations

Aims:

To analyse the statistics and reasons for traineeship cancellations.

To inform and discuss about the consequences of traineeship cancellations.

To brainstorm on how to avoid and cope with cancellations.

Means:

- Presentation by ELSA International
- Discussion

Preparations:

Think about the reasons behind cancellations and how to deal with them. Be ready to share your experience if you had any.

16:00 – 17:00

STEP IT Procedure

Aims:

To present IT tools and systems that are used for STEP administration.

To give an insight on the Matching procedure.

Means:

- Presentation by ELSA International
- Q&A
- Discussion

Comments:

STEP procedure and therefore results rely upon STEP IT system. It is important that STEP Officers understand and are familiar with it and that we are constantly improving and developing the system.

17:00 – 18:00

Reception and Evaluation

Aims:

To be familiar with the content of Reception and the details that we must bear in mind.

To work on the improvement of Reception in STEP.

To explain the purpose and raise awareness of the importance of Evaluation.

Means:

- Presentation by ELSA International
- Q&A session
- Discussion

Comments:

Reception is a part of the STEP Cycle that makes STEP a unique traineeship programme. Evaluations are important tools for getting a feedback on our work in order to improve it in the future. This session will focus on us doing the final parts of the STEP Cycle in the right way.

18:00 – 19:00

Miscellaneous and Closing

Aims:

To open the floor for discussion on the postponed or new topics.

To give feedback on and close the Workshop.

Means:

- Open discussion
- Q&A session
- Roundtable
- Closing the STEP Workshop

Preparations:

Think about the topics you would like to raise. Be ready to give constructive feedback on the event. Bring tissues for wiping off the tears because the Workshop has ended.

ACTIVITY REPORTS

INTERNATIONAL BOARD 2015/2016

ANNA HAIPOLA, President of ELSA International 2015/2016

Board Management

In the beginning of the term a lot of time is consumed in board meetings and preparing for them, finding a routine and assisting others in their daily work. I had lunch with each board member separately in order to get a clear view on the strengths, opportunities, weaknesses and threats that individual members of the board face. I also wanted to know about their expectations when it comes to me as the responsible for board management.

We have been practising team building in the form of board dates, celebrating birthdays and having a twenty-minute coffee break (fika) weekly, during which it is forbidden to talk about ELSA.

External Relations

During transition I attended many meetings with our partners. After I took over I have made sure to introduce myself to our partners and make sure they familiarise themselves with me and the new International Board. Cooperation with most of them, namely CBL International and DLA Piper, has started off smoothly and has already resulted in many members applying for CBL programmes and many groups cooperating with DLA Piper on the national or local level.

I have been assisting Matej with the first IBA-ELSA Law Students' Conference that will take place in London between the 14th and 15th of November. We have been in touch with several alumni and invited them to become speakers in the conference.

The termination of Corporate Partnership with CMS has also kept me occupied recently. My action plan is to establish a database of potential partners, start contacting them annually and archiving the results of each contact. This will be done in cooperation with my External Relations team.

South Programme

Recently I have spent time establishing a cooperation between the South Programme and ELSA International. This is a contact initiated by the previous board. South Programme is a collaboration of European Union and Council of Europe, dedicated to the promotion of democracy, rule of law and human rights in Southern Mediterranean countries in the aftermath of Arab spring. I personally see this as an opportunity for ELSA to live up to its vision and contribute to the development of our neighbouring countries.

Coaching National Groups

Each year the International Board appoints one person in the in the board per National Group to act as coach. The idea is that one person will have a deeper knowledge about the National Group and will be able to assist with the needs they might have. This year I have 7 coaching countries, namely ELSA Armenia, ELSA Belgium, ELSA Bulgaria, ELSA Italy, ELSA Latvia, ELSA Republic of Moldova and ELSA Russia. I am in contact with all of my coaching groups and planning to visit all of them during the year.

ELSA Iceland and ELSA Kazakhstan

In terms of quantity expansion we have two target countries, Iceland and Kazakhstan. Hector and I have had several Skype meetings with active law students from Iceland, resulting in them having a group of seven people willing to form the first board. They plan to be present at the Nordic Officers' Meeting in Bergen, Norway, between 6th and 8th of November. When it comes to Kazakhstan, no contact has been made. I have done research on the history of the group on VKontakte, a Russian social network, and paper archives in the ELSA house.

LI International Presidents' Meeting in Thessaloniki, Greece

From 26th to 30th of August the International Presidents' Meeting took place in Thessaloniki, Greece. There were around 50 international participants which made it a great first meeting to start the new year. The discussions revolved around IPM participation, archiving information on external relations and board management. Some time was also dedicated to the upcoming 35th Anniversary of ELSA International.

HECTOR T'SAMIS, Secretary General of ELSA International 2015/2016**Transition**

In July, the members of the former International Board welcomed us all warmly to the ELSA House. They had prepared a month full of knowledge and experience sharing. Unfortunately, my predecessor, Alina Shchetinina could not be present in Brussels and, therefore, my area transition took place via Skype, apart from one week that we spent in Trier, Germany, since it was necessary for some sessions to be delivered in person. One of the highlights of July was definitely the Transition Barbeque, since we managed to organize the largest ever event for the ELSA Network at the ELSA House. By the end of the Transition month, most former IB members have left and we started to slowly – but confidently - take over. And we owe this confidence to them, whom I would like to thank for their assistance and the contact that they are still keeping with us. Special gratitude to the former Secretary General of ELSA International, Alina, for her effort, her innovative ideas, her interactive exercises and her motivation that equipped me well before the start of my term.

One Year Operational Plan

During the last week of our Transition, we attended the OYOP training delivered by Óscar Lema Bouza, ITP trainer and former President of ELSA International. Under his coordination, we managed to express all of our ideas and plans, to negotiate with each other, and to create the first draft of our One Year Operational Plan. The final version was compiled and sent out to the Network during August. We decided to adopt a different structure and make sure that all points included constitute a shared vision. I would, therefore, like to thank our OYOP trainer, Óscar, for his guidance, his patience and his invaluable inputs.

IMers 2015/2016

During the first days of August, I sent out an introductory email to the IM mailing list welcoming everyone to a new year of IM in ELSA. A lot of responses were received by Secretaries General introducing themselves to each other. As included in my Action Plan, regular communication will be the tool I will implement throughout the year in order to create a safe space for active involvement and motivation shared.

Furthermore, having realised the great extent and potential of the IM area, I decided that I need an extensive team of people contributing to the development of the Internal Management of ELSA. So far, there is a call for the 35th Anniversary Team, the Human Resources Team, the Training Team, the Information Technology Team, the Proofreading Team and the Director for Quality Management. At the same time, through this, I aim at raising the awareness of what a Secretary General really does.

Coaching National Groups

A very important part of an IB member's work is the coaching of National Groups. I am very glad to be the coach of – alphabetically listed – ELSA Belarus, ELSA France, ELSA Georgia, ELSA

Montenegro, ELSA Norway, ELSA Slovenia and ELSA Turkey. I have already introduced myself to them and they all seem quite responsive. I have also met some of the respective National Board members during the LI IPM and the V SAM. For this year, one of my objectives is close contact with Coaching National Groups, in order for the coaching system to be proved necessary and useful for the Network.

LI International Presidents' Meeting in Thessaloniki, Greece

From the 26th to the 30th of August 2015, I returned to my hometown, in order to attend the LI IPM and follow the first discussions of the Presidents for this term. Bearing in mind that the beginning of the academic year is crucial for attracting new members and human resources influence every Board member's work, I delivered a workshop on Recruitment including best practices and tips that the President can bring to their ELSA Groups. Last but not least, I would like to thank the Organising Committee for the smooth and excellent conduct and hosting of this summer IPM.

V Supporting Area Meeting in Prague, Czech Republic

From the 2nd to the 6th of September 2015, I traveled to Prague, Czech Republic in order to coordinate the Internal Management Workshop sessions of the V Supporting Area Meeting. The IM Workshop was comprised of both National and Local Officers, which contributed to a very interesting comparison of points of view. The content of the workshops delivered was mostly introductory, since some changes have recently taken place in the IM area, e.g. the new Human Resources Strategy, which was adopted in Cluj-Napoca, Romania, during the last ICM. A lot of knowledge was exchanged and a lot of motivation was shared. Lastly, I would like to express my gratitude to the Organising Committee for their devotion, their assistance and the hosting of a successful and unforgettable SAMmer in Prague!

LXVIII International Council Meeting in Batumi, Georgia

Since the beginning of August, I have been closely following the organisation of the upcoming LXVIII ICM to held in Batumi, Georgia, between the 18th and the 25th of October 2015. I have been in constant communication with the Head of the Organising Committee, Irakli Karkashadze, who has been regularly informing me and the rest of the IB about any updates. The biggest ICM-related project of mine so far, was the compilation of the Working Materials that you are now reading, with the invaluable help of my colleagues. Unfortunately, a pre-ICM visit was not organized during the Transition month, which is something that will be neutralized with my earlier arrival in Batumi in October. However, the members of the OC are experienced organisers and we are confident that this ICM will be an amazing event by the Black Sea!

19th State of the Network

One of the most useful tools of collecting data and statistics for the Network, the State of the Network Inquiry has been simplified this year aiming at the receipt of more concrete and measurable results. The compilation of the 19th SotN fell under my responsibilities and has already been sent out to the Network.

LXIX International Council Meeting in Qawra, Malta

People say “Always plan ahead. It was not raining when Noah built the ark.” Bearing that in mind, I have already started communicating with the Organising Committee of the LXIX ICM to be held in Malta, between the 20th and the 27th of March 2016. I have a proper cooperation with and I receive constant updates from the Organising Committee, which seems to have a lot of energy to host the 35th Anniversary celebration of ELSA, and make that ICM an event to remember!

Human Resources

During the last ICM held in Cluj-Napoca, Romania, an amendment to the Council Meeting Decision Book was approved by the Council and, thus, the new Human Resources Strategy of ELSA has been introduced. This term is the first time that it is going to start being practically implemented by the Network. In order for me to achieve this, raising a awareness on the new framework my step one. I have already presented it shortly during the LI IPM and more thoroughly during the V SAM. At the same time, I have started working on the timeline for the members of the Human Resources Team to undertake their responsibilities as soon as they are appointed.

Moreover, taking into consideration how vast all areas are, it is always important for a Board member to delegate some tasks to cooperating Officers. The compilation of our first official call for Officers fell under my responsibilities has already been sent out to the Network.

Training

From the first days in office, I have started communicating with the members of the International Trainers’ Pool, which has been extended this year after the appointment of new trainers that attended the last ‘Train the Trainers’ Week held in Thessaloniki, Greece, last June. So far, the ITP has received two requests (Pre-Training Questionnaires) and both were met. Since rendering the Network familiar with the concept of trainings in ELSA is one of my main objectives this year, I have already contributed to the 58th edition of the Synergy Magazine with an article on training in ELSA, I aim at constant communication with the ITP Trainers, in order to receive their input, and at the same time, I am working on the timeline for the members of the Training Team to start working as soon as they are appointed. Besides that, I have been also creating a new structure for the 4th edition of the Training Newsletter which will be released in the first semester of 2016.

Miscellaneous

Communication with the Network is the most important every day task, since I am the main responsible for the informative email address (elsa@elsa.org) of our Association on the international level. Moreover, I make sure that all the Board Meeting Minutes are kept correctly for the final audit. As soon as compiled by the Secretary, who changes every time, I undertake their formatting, their correction and their final signing by the IB members. At the same time, I am overiewing the process of ELSA getting the notarial deed, which was started by the former Board, in order for our new Statutes to come in force. Last but not least, I have participated in the roundtable among various student associations and exchanged knowledge on IM-related issues.

MAREK ŠKULTÉTY, Treasurer of ELSA International 2015/2016**Transition Month and Administration of the ELSA House**

My predecessor, Lauri Vaihemäki, took my transition suggestions very seriously, and has miraculously gamified the whole process – I could not wish for a stronger motivational boost to start my year off with. For example, I have been receiving experience points for completed “Quests” – serious topics to be trained in such as accounting, office administration and especially grants, or personal visits to entities such as the World Trade Organization and partners of the EMCC in Geneva, or the European Court of Human Rights in Strasbourg. Thank you, Lauri.

The four day OYOP training delivered by an alumni trainer, Óscar Lema Bouza was then a big storming moment in the formation of the new International Board. We have experienced how difficult it was to find a consensus by limiting our ideas to the topics of utmost importance. Still, the board has developed through the training significantly, and has emerged from it firmly standing on a unanimously agreed set of goals.

After a thorough explanations of the daily management of the ELSA House by our Landlord, I have created a list of all of the suppliers of the house. Along with fellow Board members, we have went through the Archives in the office, and managed to sort out some unnecessary items. Additionally, I have been appointed as the person responsible for the hardware maintenance within the house (printer, router, etc.), which also included setting up the ELSA Laptops and their connection to the internal house network, and contacting these suppliers about a change in the responsible person.

From a more financial perspective, I have created several supportive tools – for example a detailed list of suppliers of the ELSA House, or a yearly financial plan including a liquidity budget.

Action Plan Compliance

Already during the Transition period, I have summarized and reviewed the Tax situation. As the start of the term was difficult from a time management perspective, I have started off to approach the tax issue by initially contacting other student associations. The Treasurer of the ESN, Jovana Stanković, has invited me to the meeting of the Financial Committee of ESN, where I did not only present ELSA, but where I have also inquired about ESN’s approach to their tax situation. Moreover, I have gained insight on the ESN’s approach to the professionalization of financial record keeping by discussing the conditions and costs of having a part-time accountant. At a roundtable of Students’ association organized in the ELSA House, I have also managed to discuss the situation of JADE with the Treasurer, Pierre Louis Vanantwerpen, and scheduled further meetings. Furthermore, I am in active communication with ELSA Belgium, members of who are very helpfully providing me with important inputs on the matter, especially on the VAT legislation within Belgium. As stated, help with the tax situation will also be a part of the duties of the Director for FM, a call for whom has been already issued.

Regarding the Financial Strategy part of my action plan, I have delivered a workshop during the SAM, the contents of which I have incorporated into the Financial Strategy implementation proposal, which I have drafted myself. The proposal shall be discussed within the Treasurers' workshops, and presented to the Council during this Council meeting. In addition to the proposal, a call for a working group on Financial Strategy has been also issued in order to provide more inputs on the matter before the next ICM.

As far as the Auditing improvements part of my Action Plan, I have initiated communication with the Auditors of ELSA International 2015/2016 by an opening e-mail, where I have stated my ideas for the form of this year's communication, and proposed a (ideally) bi-monthly report basis, in order to keep the auditors updated also outside of the reporting period.

The ELSA Development Foundation

The new Board of Directors of the EDF has officially elected me as the Chairman on its first meeting, thus making me responsible for the entire administration and communication on behalf of the Foundation. I have also presented a statistical summary on how the funds from the EDF have been used in the past already during the first meeting. In the second meeting, the first EDF Application has been received and voted on, and a new EDF Financial report template has been tested for the first time. In later meetings, I have prepared and presented an online real-time version of the current usage summary, in order to allow instant information flow to the rest of the Board. I have updated the EDF reports before sending them out by including relevant provisions of the regulations, and after receiving their filled out versions with the required data, prepared and invoiced all of the national contributions.

Based on the outcomes and discussion during the SAM, I have drafted a proposal regarding the EDF, in order to increase its transparency levels and allow it more flexibility in monetary distributions, before a complete reformation can be done by the Working Group on EDF reformation.

Grants

While not being a grant expert myself, additional focus was placed on grants already during transition month, when we have along with the VP AA and VP S&C started to draft a new grant application for the upcoming LRG conference. I have been in contact with the OC of the Conference on austerity measures on the light of the Social Charter in Strasbourg, as this project has been funded by a grant under the administration of ELSA International, and have updated them about the reporting procedure of this grant. As most of our grants contributions come from the European Youth Foundation, it is necessary for me to be in constant communication with this "FM Partner". I have also reviewed all of the current grant applications/agreements, and updated the International board about the corresponding responsibilities stemming from them. We are also currently in process of application for two new grants by the 1st of October from the EYF – one project and one structural grant.

Due to the increased workload the grant procedures require, a call for a director for Fundraising has been issued, in order to provide additional human resources on the matter.

V Supporting Area Meeting in Prague, Czech Republic

The first internal meeting during this term, SAM in Prague, has required preparations already from the start of the term. After the creation of the FM part of the working materials, I have created a roadmap for a Chair, in order to (for whoever might be elected) easily follow the expected outline of the workshops. Additionally, I have created 8 presentations (“maybe too many” as stated in evaluation) and additional contents of the workshops delivered. For the attendants of the SAM, the “Secret Treat” workshop was created and also compiled by the Treasurer.

Membership Fees

The situation with Local Group reports, as stated in an explanation email on the FM mailing list has delayed the invoicing of this year’s membership fees. After the inputs used as a basis for the formula were gathered, I have calculated and sent out all of the invoices for the membership fees and Observership administration fees. During follow ups, I have been in contact with countries wishing to renegotiate their payment agreements, and with countries having administrative difficulties regarding their payment procedures, in order to help them resolve their financial obligations in due time.

Coaching National Groups

I have recorded and sent out an introductory video to all of my coaching groups (ELSA Albania, ELSA Germany, ELSA Hungary, ELSA Luxembourg, ELSA Switzerland and ELSA Ukraine) at the start of my term. Already during the SAM I have had delightful initial talks (and meals) with some of the mentioned groups, and the opening Skypes have been conducted with ELSA Ukraine, and ELSA Luxembourg. Negotiations of NCM visits are progressing along with the rest of my responsibilities.

Treasuring Routines

Since the start of the term, I have actively been participating in everyday treasuring tasks – sending or paying invoices, payment tracking, accounting, bank accounts’ and cash management – and especially in the never-ending and time demanding process of finding the cheapest possible travel solutions (flights, busses), and their booking for both the current and a part of the previous International Boards (IPM, SAM, KAM, ICM...) and trainers.

Regarding the access to the accounts of ELSA, I have had a very smooth mandate change of the banking system and accounts themselves, as my predecessor has very specifically instructed my already before departing from home, what documents to bring. The visit to the bank was also attend by the President, who shall receive their own card in order to allow more payment flexibility during periods of intensive traveling, as was suggested by my predecessor.

Additionally, even though the term of my predecessor has ended, it was required from me to provide him with the necessary documentation for the Final Accounts, in order for them to be compiled and sent to our auditing partner Mazars – I have compiled an extract of the accounting data through a set of various reports and sent them to Lauri.

DAGNE SABOCKYTE, Vice President for Marketing of ELSA International 2015/2016**58th edition of the Synergy Magazine**

Since the beginning of the term 2015/2016, I have been working on the 58th edition of ELSA's members' magazine Synergy. My predecessor, Idil Buke Civelek, started the preparations for this issue and I have continued the work after entering the office. This includes, inter alia, searching for and collecting articles, negotiating advertisements, creating the layout, creating the final shipping list and coordinating printing and shipping details with the printing company. I have focused on preserving the modernized layout of the magazine and the quality of the articles. At the moment the magazine is about to be sent to print.

Advertising

An advertising offer had been sent out to potential advertisers by my predecessor, Idil Buke Civelek, in connection to the planning of the next issue of Synergy. I took over all the contacts when I entered the office on the 1st of August and luckily I could confirm three new advertisers for the Synergy magazine and the webpage of ELSA already during the first month in office. At the moment I am evaluating the structure of the human resources working with advertisements on the international level of ELSA and preparing the work for the Director for Advertisements.

Promotion of the two Moot Courts

The first big launches of the year are the launches of ELSA's two moot court competitions. In the beginning of this year I set the goals for the marketing of the MMCs together with my colleague Ada Gawrysiak, the Vice President for Moot Court Competitions. This year we will focus on creating a clear promotion plan and raising the awareness about the MCCs within the ELSA Network. The first concrete step towards the goal was taken when an Assistant for Marketing of the Moot Court Competitions was appointed.

- EHRMCC - The fourth edition of the European Human Rights Moot Court Competition was launched on the 18th of August. A marketing package was created and the webpage of the EHRMCC was updated. The first promotional wave of the EHRMCC was successful; the reach of the EHRMCC Facebook post was more than 12 000 on the day of the launch and the promotion has been on-going even after the launch - both online, face-to-face and by distributing printed materials.
- EMC2 - At the moment I am preparing for the launch of the 14th ELSA Moot Court Competition. Together with the Assistant for Marketing of the MCCs I have created an updated marketing material package. Also the webpage of EMC2 has been updated. The competition will be launched on the 18th of September.

Marketing Team

The international team of Marketing has been growing under the past three years, but it has not always functioned as well as it could. My aim is to make sure that it becomes well-functioning and sustainable. So far, a call for Director for Public Relations, Director for Advertising and Graphic Design Team has been issued. Currently I am going through all the applications and deciding upon the structure of the international Marketing team.

Besides the international Marketing positions, one of my priorities during the first months in office was to build a unified team of Marketers in ELSA in general. I introduced the Marketing mailing list, created a Facebook group for the Marketing Officers and provided help and support when requested. I met more than twenty Marketing Officers at the Supporting Area Meeting in Prague and I collected their ideas and inputs for the upcoming year. It helped me to understand the current needs and ideas of the Marketing Officers, so that my work in regards to this can be adjusted accordingly.

V Supporting Area Meeting in Prague, Czech Republic

As mentioned above, I was in Prague for the V Supporting Area Meeting between the 2nd and 6th of September, where I conducted Marketing workshops for the Marketing Officers. Given the fact that the majority of the participants were new to Marketing, I decided to focus on education in order to provide the Officers with general marketing knowledge and thus build a stable basis for the upcoming year. Furthermore, I presented some of the current issues in the area of Marketing and initiated discussions for further development. I was happy with the outcome of the meeting and based on the evaluation forms, the participants were quite satisfied as well. A follow-up email was sent out after the meeting.

Coaching National Groups

I am the coach of ELSA Bosnia and Herzegovina, ELSA Croatia, ELSA Lithuania, ELSA the Netherlands and ELSA Spain. Even though I experienced some troubles when trying to come in touch with some of the groups, I have managed to collect all the correct contact details of the groups and introduce myself to all the Bosnian, Croatian, Lithuanian, Dutch and Spanish National Officers now. Besides providing my coaching groups with help and support when needed, the next step will be to gather information about their upcoming events and, if possible, to schedule visits to them.

ANTONIA MARKOVITI, Vice President for Academic Activities of ELSA International 2015/2016**Transition and first period in the office**

The transition month was the critical step for the beginning of our term. Our board got very bonded and our common OYOP captured many of our ideas and plans. The fruitful AA transition with my predecessor, Olav Vogt Engeland, highlighted the necessity of continuity in our AA projects.

Supporting the network and cooperating with it

One of the first actions while at the AA desk was to work on the communication channels. Specifically, we contacted with Ada Gawrysiak the AA officers and I personally contacted my coaching countries: Cyprus, Denmark, Finland, Ireland, Portugal and Slovak Republic. I am in very frequent communication with most of them, I discussed with many at the IPM Thessaloniki and KAM Salento, and I am planning to visit them. In November I will go to the NCM of ELSA Finland. Very soon the new EI Team will be appointed and we will be able to proceed working on our projects.

Key Area Meeting Salento, 2nd – 6th of September 2015

AA was the biggest and a very active workshop at the V. Key Area Meeting. Experienced and new officers exchanged many ideas and they made clear what they expect in national and international level. They, also, support actively the development of the AA area by contributing to the international projects and to their expansion.

Legal Research Group

The LRG on Social Rights is in the phase of conclusion: the report was published in July and now we are preparing the Concluding Conference in cooperation with Council of Europe (CoE) and the assistance of ELSA Strasbourg on 30/11-5/12/2015. A working group consisting of people involved in the project is preparing an Executive Summary of the 1,577-page-report.

During transition we had a meeting with the Media Division of CoE, who will be our academic advisor on the new LRG on Freedom of Expression and Protection of Journalistic Sources, which is a big focus of CoE and a very contemporary topic. The timeline will be similar with the one of last year. Right now we are in the phase of preparing the academic framework, promotional materials and forming the International Coordination Team.

We have set as priority to establish and further brand the ELSA flagship projects. In AA – except for the MCCs - the LRG seems to have the best potential. Consequently, we will follow the necessary promotion strategy.

The ELSA Law Review

It is high time to have the ELSA Law Review revived. The 1st edition is estimated to be ready in the beginning of October, so that we can prepare for the call for submissions for the 2nd edition. Católica Global School of Law has been a valuable partner in peer-reviewing the selected submissions. This year, a big Editorial Board will undertake this responsibility in order to avoid further struggles and guarantee the desirable continuity.

ELSA Day

It is a big pleasure that I have been assigned the responsibility for the international coordination of the ELSA Day – 25th November 2015. Moreover, my responsibility as main contact person with CoE facilitates the arrangement of the event. This year's focus will be Gender Equality. It is very fortunate that the date is the same with the Universal Day of the Elimination of Violence against Women. The Gender Equality Department of CoE will send promotional materials to 40 local groups and an expert to one of the specified local events. We have updated the Project Outline which gives all relevant information to organisers. National ELSA Day coordinators have been appointed.

Enhancing the academic quality and establishing new project partnerships

An important goal of our OYOP is to increase the academic quality of the projects. Therefore I am in the process of contacting potential contributors and also maintaining contact with the current ones. We had a meeting at UNESCO during transition and I communicate with the No Hate Speech Movement. I will be the Head of Delegation at the Conference on Freedom of Expression in Council of Europe, since it is on the topic of the new LRG, and I will keep researching opportunities to have our projects promoted. Finally, I am glad to have begun working with our Treasurer, Marek Škultéty, to draft the project grant applications for this year.

ADA GAWRYSIAK, Vice President for Moot Court Competitions of ELSA International 2015/2016**The European Human Rights Moot Court Competition (EHRMCC)**

The fourth edition of the European Human Rights Moot Court Competition was launched on August 18th. Exactly at 2 pm, we opened the competition for registration. We published the case and new rules on the updated version of the website. At the same time the promotion wave on ELSA's channels started. Once again we were convinced that the strength of our Association is in the fact that we are working as a whole Network. We were able to reach students from around the Europe, thanks to the contribution of our Members. I was pleased to see all the changing cover photos on Facebook profiles.

I already introduced to AA and MCC Officers the concept of organizing EHRMCC pre-moots by ELSA Groups. I believe that it is the most suitable solution for ELSA to develop the competition. Moreover, with the help of Assistants, we started with logistic arrangements for the Final Oral Round, as well as searching for fundraising opportunities in order to stabilize the financial situation of the competition. I am currently working on establishing a pool of judges for scoring the Written Submissions and the Final Oral Round. I can announce with a great pleasure that we already received the first confirmations from the Judges from the European Court of Human Rights regarding their participation in the Final in Strasbourg.

Moreover, I am in constant contact with the Council of Europe and the European Human Rights Association, as well as the Academic Board- working on EHRMCC improvements.

The ELSA Moot Court Competition on WTO Law (EMC2)

My work with EMC2 started much earlier than the launch of the competition on September 18th. I coordinated the final revision of the case, which was done by the members of the Academic Board, and also finalised the updating process of the rules. Together with the Academic Board, I have also been working on the lists of Panellists for the Regional Rounds and the Written Submissions scoring. We have been discussing the structure of the Regional Round and how to reach out underrepresented areas and involve them in the competition.

Thanks to the help of the Assistant for MCC Marketing, promotion packages has been sent to the Officers and the word about EMC2 was spread around the whole world once again. Moreover, we managed to update the layout of the webpage.

A big part of my work has been dedicated to all the arrangements connected with the Regional Rounds. I initiated the contact with all the appointed Organizers, helping them to get started and sent them all necessary materials. This year we arranged a global skype meeting, with previous Regional Round Organizers from Warsaw, in order to share experiences from the past and start

evaluating previously organized Rounds. Additionally, in order to improve reporting obligations, the reporting templates for Regional Round Organizers had been created.

Together with Assistant for EMC2 Fundraising we worked on structure of the EMC2 Sponsorships. We will provide more visibility to our main supporters and present clear overview of benefits connected with each level. We presented the structure to our current sponsors. Moreover, we contacted several possible sponsors all over the world for building up new stable partnerships. The big focus regarding fundraising will still be on the African Round, we are reaching out to African institutions and law firms in order to make the round more self-sustainable for the future. Thanks to my predecessor, Tanja and her work we already have stable-sponsorships and contacts from last year, on which we can follow up right now.

Internal meetings

Our first opportunity to meet with the Officers at international meeting came with the V Key Area Meeting. We had the pleasure to present our ideas for upcoming year in Salento, Italy, between the 2nd and the 6th of September 2015.

Together with Antonia Markoviti, Vice President for Academic Activities, we prepared workshops for AA and MCC Officers in order to provide participants with general knowledge about our projects, as well as to exchange ideas and share the best practices.

I conducted workshops about upcoming 4th edition of the European Human Right Moot Court Competition and 14th the ELSA Moot Court Competition on WTO law. We focused on structure of both competitions, differences, and what is the most important - on linking Local and National Groups to our biggest projects. During the workshop about creating a team to participate in MCC, we discussed different possibilities how to involve ELSA members and encourage them to become a part of the team in EHRMCC or EMC2. Moreover, I facilitated discussions about promotion of both MCCs. Participants were searching for key words to promote the competitions. We reached conclusion that our promotion strategy should be also focused on our Network, making EHRMCC and EMC2 more accessible and understandable for our Officers.

Communication with the Network

Since the beginning of my term I set up a goal to raise awareness of our two international MCC within the whole Network. Moreover, I am working closely with the Officers, when it comes to Moot Courts in general. I am helping and supporting Officers when it comes to the establishment of their national and local MCCs in their respective countries. Together with Antonia, we believe that good communication is the key to a great cooperation. Therefore we have started to communicate with officers through the AA mailing list and other social media platforms. We want to create an atmosphere where AA and MCC Officers feel free to ask questions and share their ideas.

Assistants

This year, the Human Resources in Moot Courts Competitions have been restructured. From now on, I will be working closely with two teams – one working on EMC2, and the second one on EHRMCC. Additionally, Assistant for MCC Marketing has been appointed. After introductions and first skype meetings, we are ready to work on EHRMCC and EMC2. Thanks to the help from the teams, we will be able to focus more on needed improvements and creating strategies for future.

MATEJ SADLOŇ, Vice President for Seminars and Conferences of ELSA International 2015/2016

The same as the other Board members, I took part in the transition, I was communicating with my coaching countries and national officers, I was supporting the network with advice, I was preparing materials for KAM and ICM and handling other daily tasks. However, the core of my work during the beginning of my term was focusing on improvements and development of the S&C area.

ELSA Law Schools

First of all, the biggest project of this year in the S&C area is definitely the ELSA Law Schools unification. As I have promised in my candidacy, my priority will be to unify the deadlines, create a joint application procedure and to create the biggest system of legal education in Europe. The first step was the draft proposal prepared by myself; the second one was the creation of the Working Group aimed at this issue. Third was approximately 30 hours of skype meetings with two coordinators of this Working Group, Tibor Korman and Julien Donzel. They have provided me with the potential concerns of the proposed procedure, with comments on many different problems and improvements. Fourth step was to solve these problems and to prepare a perfect proposal for the Decision Book. Therefore, I can now proudly state that I cannot imagine a more precise proposal.

International Focus Programme

As you know, this year is the final year of the current International Focus Programme, Media law. This is connected with the fact that the network needs to decide upon a new topic for next years. This was the second big task I had during this August. However, the Working Group worked pretty well and we have in these Working Materials 3 Input Papers on potential topics and 3 different proposals connected with them.

IT Solutions

Another significant projects I am working on right now are the IT solutions for ELSA International. Firstly, the renewal of the webpages is currently researched. Secondly, the login accounts for National Groups allowing them to update their parts of International webpages will be another new feature on our webpages. Thirdly, the Application systems are of the biggest importance for the S&C area and because of that I have spent quite a lot of time on their research. To sum up, I expect that the winter will take a significant IT improvement to the ELSA network.

International Conferences

Apart from the improvements, I have had a lot of work with the upcoming International Conferences, too. First of all, ELSA International is a co-organizer of the International Bar Association's Annual Conference, which will this year be aimed at Banking, Finance and Careers

and will be held in London. This is connected with the fact that I am responsible for the academic programme and I will be the co-chair of this Conference. Secondly, the other big International project is the Concluding LRG Conference organized by ELSA Strasbourg. Due to the fact that partners of ELSA International are involved, it is a necessity to supervise the whole organization very carefully, i.e. we are working very closely with the Organizing Committee. Thirdly, the cooperation with the Council of Europe is during this year connected with other two big International Conferences - World Forum for Democracy and Freedom of Expression Conference. ELSA will play an active role in both of them. In addition to that, Final IFP Conference will take place in Italy this year.

ELSA Delegations

In addition to that, I have been also working on the second S&C Flagship project, the ELSA Delegations. Due to the fact that the workload connected with it is based on a bureaucracy and unstructured IT solutions, the first thing I was focusing on was to simplify the whole procedure. I have few new ideas, but I am still waiting for the appointment of my new team to start the real brainstorming. Another novelty here is the restructuring of the team. This will make the tasks of the members more certain and the whole team will be less dependent on the Vice President for Seminars and Conferences. In addition to that, I have already planned the whole Delegations Calendar that should be based on 6 Calls. One of these Calls has already taken place.

To conclude, these were the most important issues, on which I was working during the last 2 months. Plus, I was also communicating with ELSA's partners, worked on a grant application, prepared some knowledge management novelties, restructured other team positions, created coaching system for ELSA Law Schools, prepared inputs for a new partners' structure, created a Flagship promotion strategy, etc.

VEDRAN STANKOVIĆ, Vice President for Student Trainee Exchange Programme of ELSA International 2015/2016**Transition**

During the month of July, I have spent time with my new International Board colleagues and with our predecessors, in order to ensure the transfer of knowledge and information needed for the ensuring of the continuity of work. I was particularly working closely with my predecessor Dariia Oliinyk. We went through all of the STEP related information and issues and she gave me an invaluable information and insight in STEP work that will help me in my work this term.

OYOP

The year in the Office has started with creating an ELSA International OYOP. The International Board has decided that we will create an OYOP as one comprehensive document, because the goals that we have set transpire all different areas of ELSA. The parts that are particularly connected to STEP, are STEP Expansion, STEP Globalization, IT Development and Data Protection – therefore these will be my main goals in this term.

STEP Calendar

I have started working on the creation of STEP Calendar and setting the dates even before and during Transition, when I have also conducted a research on STEP officers' preferences and opinions. However, I have finished the work at the beginning of August, because I needed to adjust some of the deadlines to the new dates of the ICM, and sent it to the Network.

STEP IT Procedure

I have set as one of my main goals of this year to work on further IT development of STEP area. Firstly, transferring the remaining STEP forms in online format. Secondly, what is also a goal of the whole International Board, to modernize our websites, therefore STEP Portal too – make it more visually attractive, user-friendly and functional. We have maintained the cooperation with current IT Team, and will also expand the Team with new officers, in order to be able to achieve this goal.

Working Groups

During Transition, ELSA International has issued a call for 4 working groups – on Data Protection within ELSA, on Drafting the Standard Agreement to Be Used with the External Organisations in Order to Exchange Traineeship Opportunities within STEP, on Contractual Obligations within STEP and on IP Rights Compliance. The Council and the Network expressed their wish to research these topics and provide the answers on the questions and situations that are currently unclear. Considering that all these issues are closely connected to STEP, I was put in charge of coordinating all these Working Groups. With the rest of the International Board, I have selected

the members of the Working Groups and started working by presenting the general content, structure and timeline of the Working Groups.

STEP Team

Considering that the term of the STEP ELSA International officers 2014/2015 was set to end on 31st of August, I have maintained communication with the Assistants for Regional Development and given them final tasks – to contact their coaching National Groups, to be informed about the transition and situation in the Groups, to provide them support if needed, and to inform them about the upcoming change in the STEP Team. There was also issued a call for the new ELSA International officers 2015/2016, including the new STEP Team.

STEP Partners

I have been in contact with the current and some old, but currently not active STEP Partners of ELSA International, in order to obtain new STEP traineeship opportunities and cooperation. I have also decided, with the approval of the International Board, to promote the traineeship opportunity with one of our regular STEP partners, outside of the STEP Cycles, because I believed that there are more benefits from that kind of cooperation at that moment.

LI International Presidents' Meeting

I have attended the International Presidents Meeting where I have attended and assisted the President in conducting the workshops. I have also conducted my own workshop on Legal background in ELSA – about Data Protection, Intellectual Property rights and contractual obligations in ELSA. These topics are of high importance for all areas in ELSA, and presidents as responsible persons in their respective ELSA groups must be aware of these topics, how to deal with them and what are all the responsibilities and potential consequences.

V Key Area Meeting

I have attended the first international internal meeting of the year that gathers STEP officers, amongst the other key area officers – Key Area Meeting. I have delivered workshops on the core topics of STEP, in which I have strived to put the emphasis on more practical involvement of the participants and development of their soft skills. I can gladly say that the Meeting was successful, the participants have got some new information and new ideas and we have all gained inspiration and motivation for the upcoming period of work!

INTERNATIONAL BOARD 2014/2015

ARMIN KHOSHNEWISZADEH, President of ELSA International 2014/2015

General Coordination and Board Management

After a good transition from the previous board we quickly started establishing routines and having regular board meetings. It was important for us in the beginning to discuss together before making bigger decisions, but without using too much time. This strategy worked well, as we rarely got stuck in the meeting room for too long at the time.

From our first meeting a few weeks after the elections in ICM Malta we were made more aware about the visa issues of Alina, Idil and Dasha and have since then been working towards making sure all three board members would be able to serve their positions from the offices in Brussels. As is apparent our efforts had limited success and towards the end of the year only Idil was able to physically be at the transition with the new board in Brussels. I have been assisting during this time with providing documents and other necessary things to try to solve this issue. As well I had an overall responsibility to answer visa related questions at the International Council Meetings. Due to the difficulties with visa, our board work was fragmented throughout the year. At most board and other meetings Skype was used which made our work less efficient. All in all we were able to carry out our responsibilities and work as a team even with this impediment.

External Relations

Starting the year ELSA was in a better financial position than the last few years. This enabled us to a bigger degree to focus on our work and fund the expenses for the ELSA House, office expenses, travels and other budgetary expenses.

Early in the year Queen Mary University of Law (QMUL) lowered their contribution, a move which was expected. As well Individuum and Iowa College of Law dropped out as partners. This has been brought up and discussed at various meetings and can be looked at in further detail in the minutes of those meetings.

CMS, our corporate partner, were on a general level absent for a while, but we got a new contact person in the second part of the year which meant a better regular contact with their main Frankfurt office. They were interested in being a more active partner and after the initial talks the further work was left to the new president. As has been the tradition the last 3 year the IV Partners Reception was hosted at CMS DeBacker in Brussels. A good turnout of partners, alumni and members gathered for an update on ELSA's development. After the presentation there was socializing and finger food. I thank CMS for hosting this event yet again.

DLA Piper was signed on right before our term started and in the first half of the year the partnership proved to be volatile. As we learnt to know each other and adjust our expectations accordingly our co-operation improved and stabilized significantly. Marko Dolenc was the main contact, while I was the supporting contact.

Unfortunately, no new partners were signed on during our term. A good basis was started with MEININGER and BARBRI International and hopefully that can develop into something in the future.

A good foundation was also started with the South Programme, a part of the Council of Europe and the European Union. We were paid a decent sum of money to write a report to the South Programme on how to include Arab law students more into ELSA's activities. Even though there were talks about finishing up a contract before the end of our term, it was not possible, and the new president is taking this initiative further.

All in all our financial situation has been good, especially since we were given a €35 000 grant from the European Union's Erasmus+ programme. Lauri Vaihemäki will explain this further in his report and during the presentations at the International Council Meeting in Batumi.

Expansion

During the term I was responsible for the geographical expansion of the ELSA Network. The Republic of Moldova, the Republic of Armenia and the Russian Federation all became observers of ELSA. I worked closely with the presidents of all three National Groups throughout the year to advice on their Observership applications and on the general strategy of development. Cyprus also joined as a full member, while Iceland unfortunately had their Observership terminated. That means we had 43 National Groups as part of ELSA at the end of our term.

Internal Meetings

The two International Presidents' Meetings (IPMs) took place in Graz, Austria and Baku, Azerbaijan. They were both large IPMs having about 50 participants each. The main focus of the IPMs were experience sharing. Time was allocated to talk about strengths and weaknesses of the participants' National or Local Group and to share experiences on how to develop. There were also sessions on leadership, trainings on management and website development, key area knowledge, strategic planning and implementation, statutes amendments, logo update and many more subject that were discussed. It was also a pleasure to celebrate the 50th International Presidents' Meeting at the IPM in Baku. I congratulate the organizing committee for making it so memorable. The two ICMs in Bodrum, Turkey and Cluj-Napoca, Romania were also successful and the BEE WS were one of the largest ones at both meetings.

In addition to the statutory meetings I also attended the autumn NCM of ELSA UK and both NCMs of ELSA Romania. For the 25th anniversary of ELSA Czech Republic I visited Prague for the celebration and I handed over a diploma on behalf of the International Board to the National Group congratulating them on 25 successful years.

Transition

As Alina was out of the House due to visa problems, my role in planning the transition was amplified. It took a lot of time coordinating all the schedules, but at the end it fell into place. Together with my successor Anna we travelled to Madrid, Lisbon and London (Dagne joined for this trip) for partner meetings in addition to the traditional visit to Strasbourg with the rest of the board to meet with the Council of Europe.

All in all I have had a wonderful time and believe we have achieved many things throughout the year living and working from the ELSA House in Brussels! Should there be any questions related to my term in office I will be present at the ICM in Batumi together with the treasurer Lauri Vaihemäki to present our annual report and final accounts.

ALINA SHCHETININA, Secretary General of ELSA International 2014/2015**LXVII International Council Meeting**

My main duties as a Secretary General were to direct the work of the Plenary and the Internal Management Workshop. Together with the plenary chairs, I have given training on how to write and compile minutes to the plenary and workshop secretaries. The highlight of the ICM was an adoption of the new Human Resources Strategy, prepared by the Human Resources Team and the Working Group on Human Resources. After the ICM, I have spent a month working on the plenary and workshop minutes: they were worked through with the secretaries, then compiled and sent to the network for corrections, as a final stage the corrections have been inserted and the final compilation has been done. The Statutes had been changed at the ICM, therefore I kept contacting a lawyer in order to register the changes. The Standing Orders and the Decision Book were updated by me and sent out together with the minutes.

Visa Issues

Throughout the whole year, 3 board members (including me) didn't have proper visas to stay and work in Brussels. Ten months in a row starting from July 2014 were devoted to contacting the immigration office in Belgium, trying to find a support from European Institutions and looking through every possibility to find a loop in Belgium law that will allow us to get a response from the authorities faster. Before ICM Cluj-Napoca, Dasha and I have again applied for the Belgium visa in Ukraine and were refused. Our board was at risk of not being fully present at the ICM. Therefore, Dasha and I have applied for Romanian visas and luckily we received them. Returning back to Ukraine, we tried different ways to get back to Brussels. Unfortunately for me, my visa specifically excluded travel to Brussels, and therefore I have been working from home since mid-February. The visa issues have taken a lot of time and effort from our side and I hope that ELSA will be able to find a way to solve those issues for the upcoming years. ELSA strives for the cultural diversity; therefore, the new generations should work together to make it possible for everyone to visit our events and to work for ELSA.

Working Groups

At the beginning of the year, I had 3 Working Groups: Statutes and Standing Orders, National Trainers' Pool and Human Resources. After the second ICM, the Working Group on Statutes and Standing Orders has ceased to exist because they have reached the goals to prepare and revise the Statutes and Standing Orders of ELSA. The other two groups were working till August and I was in charge of revising their work, giving them new tasks if necessary and finishing up the Manuals we were working on. The work is still in progress and we hope to show the results at the ICM in Batumi.

Train the Trainers' Week 2015

The preparations for the 'Train the Trainers' Week has started already in February. I have been contacting the trainers to host the event. Afterwards we had several Skype meetings in order to set

the structure of the event. For the first time in ELSA history the host for the event was appointed by ELSA International. I have been negotiating with several hosts. ELSA Greece was fully in charge of the organizational part of the event. Moreover, Lauri and I were budgeting the event as well as we were responsible for arranging the travel to and from the event for our trainers. From the 22nd to the 28th of June the 'Train the Trainers' Week took place. I have been participating in the event and supervising the participants in order to give recommendations to my board when appointing the new trainers. As the result of the event 8 trainers were appointed to the International Trainers' Pool of ELSA.

Training

The work with the International Trainers' Pool has continued after the ICM. My Training Team and I were in constant contact with the ITP trainers and the groups, who want to obtain training for their events. My main task was to monitor the groups, to advise them how to apply for training and EDF, though after publishing the 3rd edition of the Training Newsletter, the amount of questions asked has reduced. I have been included in a Skype meeting with Trainers from the ITP. Overall we have been 10 people at that meeting, where we discussed the potential of the ITP, the threats we have at the moment and the ways to further develop. Moreover, I have started to refresh the ITP list and the data of trainers by creating a form to be filled in. I have also been responsible for arranging training for the newly elected International Board. I have sent 2 Pre-training Questionnaire forms for the Teambuilding and One Year Operational Plan training, appointed trainers and arranged their visit to the ELSA House.

Transition

One month of transition requires a lot of preparation from the side of the predecessors. I have been in charge of the general planning for the transition. I have drawn the timeline for my board to submit their agendas. It goes without saying, that I was preparing my own transition for Hector. My board and I had several Skype meetings in order to set topics for transition, to make a precise plan on how we want to deliver it and we set the goals we want to reach at the end. My transition was very unusual, because I have been partly delivering it via Skype. I found it challenging to deliver all the sessions via Skype, therefore my board and I decided to arrange personal transition somewhere outside of Brussels, since my visa restrictions didn't allow me to stay there. On the 9th of July I went to Trier, Germany to meet Hector in person and to deliver the transition face-to-face. We have been working for 10 days from early morning till late at night to cover all the topics from the IM area. After Hector returned to the House and I came back home, Skype sessions have continued till the 26th of July.

Miscellaneous

Besides the projects I had, the daily work for me remained the same: operating several emails accounts. Besides that every week I was creating agendas for the Board Meetings, participated in them and corrected the minutes of our Board Meetings before they were printed. I was in charge of informing the network about upcoming events and our partners by drafting the emails and calls. In May together with Dasha, I have visited NCM of ELSA Ukraine and delivered to them a session

on General ELSA knowledge. During the transition Hector and I started to update the website's information regarding the National Groups. At the end of July, I was entitled to write two articles for the Annual Report of ELSA International on Human Resources development and State of the Network.

Final Words

I want to express my gratitude towards my Team of Directors: Gabriel Valentin Badea and Joao Ferreira da Silva (the Training Team); Hector Tsamis and Makar Holst (the Human Resources Team) for the amazing job they did this year. Moreover, I want to thank the members of my Working Groups on Statutes and Standing Orders, on Human Resources and on National Trainers' Pool for a thought-tough research, for their interest and never ending motivation.

The last, but not least and definitely the most important, I want to thank Armin, Lauri, Idil, Olav, Tanja, Marko and Dasha, who have been my support and my inspiration. It has been a pleasure to share every moment of this year together!

LAURI VAIHEMÄKI, Treasurer of ELSA International 2014/2015**General**

As most supporting areas, the Treasurer of ELSA International has wide variety of day-to-day administrative tasks, which are rarely visible to the public. This included budgeting, bookkeeping, accounting, invoicing as Treasurer specific duties and communication with the Network, participating in the common decision making and travelling as common duties of a Board Member. During my term I drafted the interim accounts and the final accounts of ELSA International, which both are audited by two internal auditors and presented to the Council for approval. The final accounts are also audited by Mazars Ltd. in London. This inspection is still ongoing while I am writing this report.

EDF

As a Treasurer of ELSA International, I acted also as a Chairman of the ELSA Development Foundation. In practice this meant receiving grant applications from the Network, drafting recommendations and presenting them in the meetings and following up with the projects that were granted support. Part of this administrative work was sending the EDF reports to the Network and collecting contributions accordingly.

Internal meetings and regulations

During my term I took part in the following internal meetings of ELSA. The first of these was the Supporting Area Meeting in Madrid, Spain in September 2014 together with the Secretary General, Alina, and Vice President for Marketing, Idil. For this meeting I prepared working materials with my colleagues, a joint workshop with secretary generals, a joint training with marketers and Financial Management workshops for my own officers.

The second was the International Council Meeting in Bodrum, Turkey, in October 2014 with the whole International Board. For this I took care of the travel arrangements of the Board, prepared working materials and revised budget together with them and planned Financial Management workshops. Main financial topics of the fall ICM were fairness of the membership fee calculations, upcoming regulatory changes and securing partnership incomes of ELSA.

The third meeting and also an ICM took place in Cluj-Napoca, Romania in April 2015 and the tasks required were the same than in the first ICM. In this meeting we discussed and passed several proposals drafted by the International Board increasing transparency, professionalism and responsibility of the Financial Management throughout the Network.

I was also present in the ELSA's conference "Freedom of Expression" which took place in Zagreb, Croatia in November 2014. There my main tasks were to oversee use of the European Youth Foundation Grant and consolidate our relationship with their representative in the event. I was also responsible for reporting the grant to the Foundation after the event.

Coaching countries and travels

I had the pleasure to be a coach and supported for the following National Groups: ELSA Switzerland, ELSA Ukraine, ELSA Czech Republic, ELSA Ireland, ELSA Hungary and ELSA Slovenia. Apart from ELSA Czech Republic and ELSA Slovenia, I was able to visit all these coaching countries and attend their NCMs. I also organized meetings with representatives of my coaching countries during the ICMs. Apart from my own coaching countries, I had a pleasure to visit the fall NCM of ELSA the Netherlands.

Grants

During my term I was responsible for reporting grant awarded to the previous Board of ELSA International 2013/2014 by the European Youth Foundation for organizing already mentioned conference in Zagreb. The reporting was successful and we got positive feedback for our transparency and self-reflection, despite having to pay back part of the grant which had not been used.

During our term we submitted two project grant application to the European Youth Foundation, which will be used to organize a concluding conference for the Legal Research Group in fall 2015 and the final conference of the Media law focus program in spring 2016. Both of these applications were awarded, 18.000 EUR and 18.200 EUR respectively. As a Treasurer, I was main responsible for drafting the applications and communicating with the Foundation.

Finally, ELSA International applied for the first time for an operational grant for the calendar year 2015 from the Erasmus+ program, which is under the European Commission. This application was also successful and ELSA International was granted 35.000 EUR, which was divided between my term and the term of 2015/2016. I was also the main responsible for these applications.

Moot Courts

ELSA organizes annually two international moot court competitions, one on human rights together with the Council of Europe and one on international trade law together with the World Trade Organization. For both these competitions I worked in close co-operation with the Vice-President of Moot Court Competitions Tanja. My main responsibilities were budgeting, invoicing of the participants and financial reporting to our partners.

A special focus this year was on the second regional round in Africa, which this year was heavily supported by ELSA. This meant balancing sponsorships between this round and the general competition, creating of a new private donation system and working closely with our African contact persons.

I was also present in the finals of the both competitions in Strasbourg and in Geneva, to oversee the use of financial resources and help with the practical organization.

Transition

The cycle of an ELSA term both start and ends with a transition. I would like to thank my predecessor, Rebecca Yourstone for giving me a good, solid and most importantly patient transition. For my enthusiastic successor Marek Škultéty from Czech Republic, I wish all the luck for an amazing term and I know he will take good care of my legacy.

Financial situation

When I started my term ELSA International had no major external debts, funds of EDF and ELSA had been separated from each other and the organization had a good liquidity. I am happy to report that this excellent situation has only improved since then.

Without mentioning exact numbers before the audit has been concluded, it seems that my term has been profitable for the association and since this money is not required for balancing out the EDF funds, as was the case in the last term, this opens up a possibility for the association to improve or invest during the ongoing term or save up for the future.

Thank you

In the end I would like to thank all my seven other International Board members of 2014/2015 for the most adventurous and challenging year of my life so far. Each one of us was elected for a reason and in the end I could not imagine doing this work with anyone else.

A special thank you belongs to my director Bea Šebalj from ELSA Croatia. Her support was invaluable for updating EDF reporting system and I truly enjoyed her company over the term.

Finally, my gratitude belongs to officers of 2014/2015 for working and experiencing ELSA with us. We were inspired to run for our positions by you and you continued being our reason to work until the end of the term. Happy retirement to all of us!

IDIL BUKE CIVELEK, Vice President for Marketing of ELSA International 2014/2015**Branding of the Key Area Events and Unification**

As it is mentioned in my OYOP, one of my biggest aims for the year was to bring the Marketeers closer to a level where we convey a united image of our Association to the members and externals, and other various target groups. First of all, we had a workshop at SAM in Madrid, and discussed the basics and essentials for a proper branding in a general perspective. And since some Key Area events have been organized for quite a long time, we agreed on taking a step further and analysing the current situation of these projects to see what we can point out for a stronger promotion and visualization. I believe that rather than the members/non-members and externals, much more officers managed to get a better insight about these projects, which enable a better promotion strategy. On the other hand, the results also show that we managed to reach much more people with our promotions, which also prove that one sound - promotion is a strong tool to put an emphasis on in the future. Besides from the materials that were created, we managed to evaluate the focus points of the respective events to convey the general image in the best way possible and improved the visibility of our Association with its various events organized.

ELSA Summer Law Schools and Delegations

As there has been a great improvement of both areas ELSA Summer Law Schools and Delegations, Marko Dolenc, the Vice President for Seminars & Conferences and me decided to put a focus on how to reach much more people by also improving the quality of our promotion strategy. After scheduling a new timetable for the ELSA Summer Law Schools at ICM Bodrum, we collected all the data from the Organizing Committees in order to include them in our united promotion. Afterwards, with the help of the Graphic Design Team, we provided the Network with various marketing materials and templates, where we were stressing social and academic part of the ELSA Summer Law Schools.

Also the delegations are one of the great opportunities that we provide to our members, and for sure this area needed a special focus, which would enable us to receive more applications. We set out from the point that it is one of the unique opportunities for students to be observers in the meetings of various institutions over Europe, and emphasized the fact of taking part in international decision-makings. Again, I created various marketing materials and templates, so that the officers would be able to promote easily and in a unified way.

Moot Courts

Tanja Sheikhi, the Vice President for Moot Court Competitions and me were searching for a new way of approach from the beginning of our terms, and managed to create a different aspect for both of the moot court competitions rather than just promoting the competitions till the registration deadline and sending the promotion materials to the Network. We created a strategy, which would enable the visibility of the competitions for the next year as well. Therefore, I created several materials for the promotion of European Human Rights Moot Court Competition

(HRMCC) before the Final Round took place in Strasbourg in order to draw attention to the event itself, and also kept the social media active during the competition.

For the ELSA Moot Court Competition, we focused on its universal approach and had a promotion strategy by emphasizing the worldwide challenge for the participating teams. Therefore, we were also strengthening its visibility by promoting the regional rounds in different continents, in order to keep it active till the next edition. In addition to the packages provided to the officers, I was also responsible for creating the materials for the Regional Rounds, such as diplomas, name tags, banners etc. As we did with the HRMCC, I again created materials before the Final Oral Round in Geneva took place, so that we could draw the attention to the most important phase of the competition. Indeed, all the materials for the Final Oral Round, such as banners, diplomas, nametags, table signs, roll-ups, programmes etc. were created by me.

Student Trainee Exchange Programme (STEP)

With the Vice President for Student Trainee Exchange Programme, we focused on branding STEP as a global project, which aims to address out of Europe as well. During the promotions, we continued the countdown before publishing all the traineeships for both cycles, since we realized that it still helps the programme to be more visible. On the other hand, I was working with the Graphic Design Team on a new promotional package for STEP, which turned out to be a great improvement for the visual identity of STEP, which enabled us to re-brand the programme. I believe that STEP now has a very clear and professional look.

Academic Activities (AA)

As the ELSA Day was organized as a part of the area of Academic Activities, Olav Vogt Engeland, the Vice President for Academic Activities and me were trying to motivate the officers and strengthen the visibility of this day, although it has been organized for the second time in the same year. I created a new promotional package and this was distributed between all local and national groups, which strengthen the visibility of the ELSA Day. I was also working on the International Legal Research Group on Social Rights and provided the national groups with the necessary material packages and assisted the work for the final report, by checking the general outline and creating cover for the report. Moreover, I created a cover for the previous Legal Research Group on Children Rights.

Synergy Magazine

The 56th edition of the Synergy Magazine was focused on “European Social Charter”, which was a theme decided by the Council of Europe. But for me, 57th edition was one of the flagship projects in my area, and since I was trying to create a more professional image for the magazine, I tried to pick one of the most convenient topics with the help of my board, which is “the right to privacy and its future”. As I have received really good feedbacks from the external authors, I believe that the quality of Synergy has been improved with various aspects on the topic. Also I was working in co-operation with our printing company Druka from the previous year, and everything went well besides some problems with the delivery due to the mistakes in the addresses provided by the local

and national groups.

Advertising

The area of advertising has been a challenging field for us, and with the Director for Advertising Vako Chilashvili, we sorted out all of our contacts in order to approach them with various strategies. In the end, we managed to get new advertisers for the autumn and spring editions of the Synergy Magazine, and already negotiated with an advertiser for the 58th issue, which will be published in autumn 2015. Moreover, we received plenty much online advertisers for our website, therefore I can say that it has been a productive year for advertising. More details can be found in the activity report of my Director for Advertising, Vako Chilashvili.

Annual Report

One of the last tasks in our term in office was the Annual Report. After the ICM took place in April, I started the preparations and drafted the outline for the report with my board members, deciding on the external contributions and general framework. In the end, we managed to receive variety of articles from our partners and external contacts stressing the successful co-operation they had with ELSA during our term. After compiling 52 pages of articles, I am proud with the work we had done throughout the year and glad to work on our last compilation of the year.

Transition

As the transition month is scheduled for July, the preparations started earlier. I created a monthly schedule for my successor due to her needs and expectations, and scheduled sessions with my directors and assistants to give her more insight about the work. On the other hand, the transition preparations involved common efforts from the whole board. We were structuring the common and joint sessions in order to give a proper outline. The preparations included the meetings with externals and social events after the sessions as well. Also I was trying to finalize my work in the office and updated the necessary tools/folders for my successor in order to have a smooth transition month. Overall, I am glad with the transition I managed to deliver to my successor and in general, and I hope the new board will continue with a high motivation and inspiration.

Miscellaneous

I compiled the Training Newsletter with Alina Shchetinina, the Secretary General of ELSA International for the first time after several years. Also together with the Graphic Design Team, we drafted a guideline for the logo call, since we decided on opening a call for possible logo updates of our Association as a result of the discussion held in IPM Graz, SAM Madrid and ICM Bodrum. I had a meeting with all my Directors and Assistants about the area they cover. I have also been in contact with our partners regarding their visibility through ELSA channels. I have also been taking part in the general administrative work as a board member of the International Board of ELSA. Moreover, I have been in contact with my Coaching Groups and kept track on their activities.

OLAV VOGT ENGELAND, Vice President for Academic Activities of ELSA International 2014/2015

It is difficult to summarise a whole ELSA year in just a couple of pages. So many events, travels, conferences, competitions, meetings and last but not least – inspiring people. The most exciting year of my life, at least so far, ended in August and below I will give the key points of what happened in my area while having the great honour of living and working in Brussels.

Network(ing)

One of our main priorities was to be as present and approachable as possible for our colleagues in the national and local groups. I believe we do a relatively good job here by for example establishing active communication channels and by scheduling a very busy travel programme. I was able to visit 14 countries (5 of them being my coaching countries) and intense interaction with externals in and outside Brussels increased the visibility of our projects and our association as a whole.

ELSA Day

The first project I was in charge of was the ELSA Day. This year's focus was social responsibility and the wide catalogue of events showed that we can indeed make a positive impact on our local societies. 133 events were reported in 33 different countries and I am confident the real number was even higher since many initiatives were not registered. The winner of the ELSA Day competition was ELSA Timisoara from Romania. Their charity event at an orphanage truly illustrated what we want ELSA to stand for!

Legal Research Groups and Essay Competition

Throughout my term, Legal Research Groups (LRG) emerged as the largest and most ambitious flag ship project. The Legal Research Group on Children's Rights was finally published in February – consisting of 12 national reports. The great effort from all national groups. Missing Children Europe, and other related NGOs, used our research in their recommendation on how to improve EU legislation. ELSA was present when the results were presented to European policy makers and our academic abilities were truly recognised by our partner organisations.

The biggest LRG was definitely the LRG on Social Rights. 28 national reports were submitted in April/May and the final report was published this summer. 300 individual participants and more than 1500 pages put a focus on the current status of social rights in an impressive number of legislations throughout our continent. Our work will be presented at a concluding conference in Strasbourg this November – meaning that our efforts will be noticed by the international legal community. This LRG is a clear example of extreme commitment, determination and academic quality. My deepest gratitude goes to all involved participants and especially to my dear colleagues in the ICT.

Furthermore, as a follow-up project to the LRG, the International Essay Competition on Social Rights, was launched in April. The topic was the right to housing of irregular migrants. The winning prize was a publication by, and an internship in, the Council of Europe. Despite this fantastic prize, we had only 7 submitted essays. A very competent panel of experts was recruited as judges and Ekaterina Baliuk from Russia received the highest score. Congratulations!

Last but not least, a new LRG, for the term 15/16, was initiated together with the Media Division of the Council of Europe and I am sure we will receive even more recognition if we build on the great LRG traditions within AA.

Law Review

The first edition of ELSA Law Review (in modern history) was not as easy to coordinate as the legal writings mentioned above. An editorial board was recruited in the beginning of the year and they did a wonderful job! Católica Global School of Law became our project partner, having the role as peer reviewers, and by April, 10 articles were selected among the 43 that were originally submitted. There was not enough time to distribute the final publication before the end of the term but I am sure my successor Antonia Markoviti will take very well care of that.

Working Groups

One of the greatest achievements of ICM Cluj-Napoca was the introduction of a brand new AA-part of the Decision Book. Our internal regulations now ensure a more narrow focus and a more consistent and up to date approach. The preparations were made by a working group prior to the meeting and it was encouraging to see the solid support we received by the AA Network!

Moreover, after 14 years, it was time to update the Human Rights Handbook. A new one was efficiently drafted and presented to the Network. The WG operated very independently and created brilliant results!

Also, a working group on negotiation competitions started collecting materials that can unify the concept within our Network. A lot of focus was put on this competition during my term and hopefully the idea will continue growing so that we perhaps can organise a negotiation competition on European level.

Institutions

One of my most important tasks was to keep in touch with our partner institutions. The support of Council of Europe (CoE) cannot be underestimated. Without them there is no ELSA as we know her today and close contact was of course prioritised. We attended several CoE conferences and especially the No Hate Speech Movement expressed interest in our academic achievements. The previous (2013) LRG on Hate Speech was heavily promoted at various events and our commitment was referred to and empathised by several stakeholders of the campaign!

Another institution that appreciated our academic writings was UNECO. Our Hate Speech LRG was presented at a high level forum in Paris in June and a closer cooperation was initiated. UNESCO reached out to the whole world and they represent fantastic opportunities to our members!

Final words

In the last paragraph, after my very last term as an ELSA officer, I would like, of course, to thank my colleagues. Below you find the names of the people who assisted me with remarkable support throughout the year – either as directors, assistants or WG members. Without you there would have been no results. Thank you!

Adriana Moças (Director for Human Rights), Tessa Mellia Borg (Editor in Chief) Alex Adamou, Suzanne Scott and Nicoleta Raluca Sipos (Editorial Board of the Law Review), Philipp Gnatzy (Director for Negotiation Competitions), Bruno Filipe Monteiro (Academic Coordinator - LRG), Desirée Ramada (Human Resources Coordinator - LRG), Carlota Fernández (Technical Editor - LRG) and Ioannis Kouvakas (Linguistic Editor - LRG). Working groups: Claus-Maria Sperling, Antonia Markoviti, Jakub Caja, Darko Dizdarevic, Marie-Hélène Gostiaux, Stefanos Xenofontos, Ana-Maria Paponja, Felix Meyer, Ipshita Singh, Denise Schwarz, Tatu Kärhä and Katja Schager.

I found some of my best friends in this association and I hope life will bring us together sooner or later. For now, life moves on and I'm in need of a university degree. ELSA Oslo, Norway and International – thank you and see you again! From Oslo with love and law...

TANJA SHEIKHI, Vice President for Moot Court Competitions of ELSA International 2014/2015

Please find below my Activity Report for my term in office from February 2015 until July 2015. Even though the content mostly will cover the moot court competitions organized by ELSA International, I would like to thank my entire board, without the amazing support of Armin, Alina, Lauri, Idil Olav, Marko and Dariia it would not have been the same! We had a great time together and we never gave up on us, or the Network – THANK YOU!

The European Human Rights Moot Court Competition (EHRMCC)*General*

The planning of the 3rd edition started already in the term of 2013/2014 and the previous board, it was a pleasure to continue the great work and develop the competition in various ways. We introduced two new positions as assistants for EHRMCC. I had the pleasure to with Hana Pavlišová & Ida Dojčinović throughout the year, the competition would not have been the same without the involvement of both Hana and Ida. They had the responsibility to communicate with the teams and handle the administration. Besides assisting with the process of the competition, they were a great access when it comes to evaluation and improvements for future editions. Together we looked up faults in regards of the rules and the different guidelines for both teams and judges.

Final Round

In the end of February I travelled to Strasbourg together with Armin, Olav, Lauri and the two assistants Hana and Ida. Having ELSA Strasbourg involved during the year was extremely helpful in regards of finding human resources and logistical arrangements during the Final. Sixteen teams were gathered from twelve European countries, ready to plead in front of human rights experts in the venues of the ECHR. This year we had more than 25 experts from different professional backgrounds acting as judges in the competition. In the Grand Final we had the honour to have two actual judges from the ECHR in the panel, acting as judges in front of the two final teams. The week of the Final in Strasbourg contained of various social events, also a panel discussion with the focus on “professional career opportunities within Human Rights”. Two wonderful receptions were hosted, the opening ceremony by the Permanent Representation of UK and the closing reception by the Permanent Representation of Belgium.

4th edition

It has been outmost important for me to have the future in mind when working with the current edition. The competition is young and therefore it is important to be critical, and most importantly open for developments. In the beginning of our term, we were introduced to the South Programme during one of our meetings with the Council of Europe. This is a project in cooperation with the EU with the purpose to connect the countries in the “Southern Mediterranean”. The idea was to

make the EHRMCC open for these selected countries in the future, with the purpose to raise the awareness about the convention and its practical use in today's society. In December 2015 we wrote a report in order to map out the possibilities to expand the competition, what consequences this would have and how we could proceed. The Academic Board that was established this year were very helpful with the rules and improvements for future editions. The European Human Rights Associations has, as always, been extremely helpful, and also willing to be in charge of the case for the 4th edition.

The ELSA Moot Court Competition on WTO Law (EMC2)

General

The assistants for EMC2, Ada Gawrysiak & Bogdan Ilea, have dealt with the communication and contact with the teams during the year. The administration, such as registration of teams, written submissions etc. was a joined effort since the amount of teams are extremely higher than the EHRMCC. Most of my hours were spent on the sponsors of the competition, a factor that was prioritized during my term in office. The challenges with the African Round and the process of establishing a new fund in Switzerland has indeed been time-consuming, but also important projects for the future.

Regional Rounds

March was the month of the Regional Rounds! It was indeed hectic, but also the most enriching month of my term. Teams from all over the world gathered in Manila, Washington D.C., Halle, Bucharest and Johannesburg – to present what they have studied since September when the competition was launched. I had the privilege to meet our sponsor in person, both previous and new panellist and of course dedicated students. I was the main responsible person from ELSA International during the Rounds and with the help from the organizing committee in each round I was able to manage all tasks that was required, such as organizing score sheets, preparing pleading rooms, briefing panellists etc. After each round I wrote and sent out pre-reports to the participating teams with the scores of the round and the final result. Before and during my travels I had to manage last minute cancellations of panellists and other situations that we could not foresee, this I have my board members and the assistants Ada and Bogdan to thank for assisting me in these situations.

Final Oral Round

From the 2nd to 7th of June the Final Oral Round took place, the ELSA team travelled to Geneva to participate in the largest event of ELSA International. Teams, coaches and panellists from all over the world were gathered for this special occasion in the venues of the World Trade Organization. We aimed to organize a week with quality events for the participants, both social and academic, for the teams, panellists and sponsors. The teams had the chance to network with panellist from various law firms, institutions and governments. A sponsor reception was held in the middle of the week where we invited all EMC2 sponsors to present themselves and give the students an insight in possible global career options. The Final Oral Round contained preliminary rounds, quarterfinals, semi-finals and the grand final. Without the immense support

and help from my board members, assistants and the international organizing committee the week would not have been as successful. We were in charge of communicating and sharing information to the teams, preparing pleading rooms, briefing panellist and counting scores. The overall responsibility of the Final Oral Round is of ELSA International and we were determined to keep the quality high as it always has been.

14th edition

The work for the 14th edition started quickly after the Final Oral Round in Geneva. New strategies and plans needed to be discussed with the WTO and the ongoing working groups within the Academic Board, in order to set a stable foundation for the new VP MCC and the board. The African Round was the biggest challenge for me, therefore I worked very closely with Lauri to prepare financial reports and evaluate the process in order to make it self-sustainable for the future. The call for Regional Rounds in March 2016 was sent out, as well as the call for the case author. I also discussed general improvements for the future in regards of rules, guidelines and administration etc. together with the WTO.

The Network and general work

During our term in office we discovered many things, one of them was the workload of the VP MCC. Mainly the problem with human resources and the amount of work that currently exists. The competitions are growing and a drastic change was needed in our opinion. Our conclusion was to restructure the assistant/IOC positions and instead create two teams for both EMC2 and EHRMCC. The team members would have more specific tasks and start working very closely with the VP MCC as early as possible. This was discussed with the newly elected board and together we decided to follow up on this idea.

The ICM in Cluj-Napoca in April was the last time the entire board was gathered, the reason was the visa issues three of our board unfortunately had to go through. For that reason we were not all present in Brussels during the last period our term. It was a special feeling to meet the Network for the last time, and to present results of different projects of our board, to meet officers and members face to face – something I was missing extremely when living in Brussels.

Transition was one of the most important tasks for me during the year, to gather all the knowledge and information you have gained in one year is not easy. I discussed with my board members, especially Idil who I have been discussing promotion strategies with, and Lauri who has been a big supporter in regards of sponsors and financial situations of the moot courts. Transition became a way to evaluate the year, and transfer all information to the new board, and to share both good and bad experiences. I realized, that plans you had in the beginning of the year, did not end up as you planned – other amazing ideas and projects became real instead.

I would like to thank the Network for believing in our work, for keep organizing amazing projects and for keeping the spirit up! Thank you again to my amazing board members, and for being a part of the best year of my life.

MARKO DOLENEC, Vice President for Seminars and Conferences of ELSA International 2014/2015

My Activity Report mostly relates to the period from March to July, but in many segments outlines the main accomplishments of the term in office 2014/2015.

ICM Cluj-Napoca

ICM preparations are basically done throughout the entire year by fulfilling smaller tasks and shaping own ideas, but the heaviest preparations for the ICM Cluj-Napoca were done from February to April. The amount of proposals (52!) received from the Network and prepared by us, the International Board, showed the great interest that the Network has in developing our Association and into making it up to date and ready to face challenges in contemporary international surrounding. The high attendance of the S&C workshop was a huge motivation boost for me to prepare the content of my workshops and also for my 4 last months in office. In the area of S&C we have built the ground for unification of ELSA Law Schools, started to revise the Quality Standards, and discussed challenges connected with quantitative increase in delegations alongside with many other “daily” aspects of our work.

I would like to thank to my workshop officers from both ICMs and to hardworking Organizing Committees for making both ICMs truly enjoyable experiences for the IB and the entire ELSA Network.

Delegations

Being one of the focuses I set for my term in office, delegations are one of the areas where many improvements were done and in which both quality and quantity have increased significantly. Internal improvements are connected with team structure where more human resources were involved (2 Directors and 5 Academic Coordinators for the UN Human Rights Bodies, UN ECOSOC and UNODC, UNCITRAL and WIPO), workload was divided more equally, better way of keeping databases was introduced and more efforts were invested in preparations of delegates.

Externally, we worked more on transparency by making selection criteria public, explaining selection process into details on both KAM and ICMs and also on all NCM were I or my team members were present. After many years, we introduced the complete promotional package for delegations together with a more structured approach to the promotion of delegations with the big help and support of Idil Civelek, VP Marketing of EI.

Big steps towards expansion and diversification in the area were undertaken and during this term in office we got one new delegation partner which is the United Nations Office on Drugs and Crime. Alongside with expansion, I made improvements in terms of diversification of the delegations. I was not opening calls for the sessions that usually had few applications and was

opening other bodies and committees instead. Moreover, the close cooperation with Council of Europe continued and ELSA was present with 15 delegates at the third World Forum for Democracy and their participation was funded by CoE. During transition meeting in Strasbourg we agreed to keep this cooperation for the fourth edition of the Forum.

The term in office was finished with amazing overall results. We have opened in total 65 delegation possibilities (increase of 44% comparing to last year) for which we received 1172 applications (increase of 85%) and have appointed 342 members to be our delegates which is 130 people more comparing to the last year.

ELSA Law Schools

As the most demanding project, Law Schools definitely captured the attention of the officers throughout the whole Network and this year we had an increase from 19 organized ELSA Law Schools last year, to 34 ELSA Law Schools this year which is a historical record of our Association. Knowing that the project was organized in 21 ELSA countries, it can easily be said that the ELSA Law Schools have become the flagship of our area, in addition to the international flagship that this term in office were delegations. Together with VP Marketing, Idil Civelek, and our Graphic Design Team member Sofia Johansson, we have prepared the promotional package for ELSA Summer Law School which was directed towards branding. In addition to the package, we again launched the web page where the details from all schools were regularly updated.

The Working Group that elaborated challenges connected with ELSA Law School unification started its work in January and the members prepared two extensive proposals that were presented and approved by vast majority during the ICM in Cluj-Napoca.

In terms of other ways of supporting, together with my assistant for ELSA Law Schools, Guillermo Andrés Alberola, we were dealing with daily request to provide guidance to organizers, to facilitate the contacts between speakers and organizers and to provide inputs on various organizational aspects. As an attempt to bring organizers closer to exchange ideas and brainstorm on challenges, we have opened and administered the Facebook group for SLS organizers. I was also glad that many groups have submitted high quality applications to obtain the financial support from the ELSA Development Foundation and that the Board of Directors was able to show our support also by granting them funds of several hundreds of Euros.

Earlier this year we also had a Winter Law School taking place in Innsbruck in Austria which was the first ELSA Winter Law School after many years.

Study Visits and Institutional Visits

Due the excellent work of Assistant for Institutional Visits and Study Visits, Patrick Zischeck, the subarea of SV and IV was maintained on satisfactory level. The Study Visit Guide was updated and Patrick, with the Support of Alex Rindö from the IT Team, has introduced the new functions such as search field that enables search by location, desired period of visit, program of the visit,

etc. The Guide was enriched with groups from ALSA, DLSA and ILSA what makes the SV matching broader and culturally more diverse. The Institutional Guide was introduced as tool similar to SV Guide where all groups can publish options for institutional visits in their cities.

Personally, I had the responsibility for Study Visits in the ELSA House where we also made huge improvements in comparison with previous years what was directly in line with our openness policy. Throughout the year IB has hosted 640 members and non-members from 31 ELSA group that visited House as a part of ELSA House Study Visit program.

IFP

The term in office 2014/2015 was the second year of the implementation of the Media Law topic. In November the Mid IFP conference took place in Zagreb under the topic Freedom of expression. The conference was funded by European Youth Foundation and gathered more than 60 participants.

The priority I set for the IFP in my term, in addition to encouraging groups to organize IFP activities, was to obtain the partnership which would allow us to get stronger academic support for our events. Together with Josie Beal, Director for IFP, I prepared the strategy to approach externals; we updated the IFP Media Card and have approached several contacts. We received a positive answer from Centre for Socio-Legal Studies (CSLS) at Oxford University and after Josie has negotiated initial terms of cooperation, Armin met with them in Oxford and the things looked promising. However, they have re-thought their position and we weren't able to conclude the cooperation agreement. This does not hinder the successful implementation of the Media Law programme, but having an academic support would help ELSA to proceed faster with preparing the final IFP results – conference and publication.

Since the final year of the Media Law implementation is approaching and there is a lot of preparatory work that will have to be done for the new topic very soon, I decided to start working on some preparations already in this period in order to make things easier for the new IB. Therefore, I opened the call for the Network to suggest potential IFP topics already during transition period so the new board could start preparing for the autumn International Council Meeting in Batumi – where the new topic will be elected by the Network. In addition to the new call, the news of receiving the grant from the European Youth Foundation for the Final IFP Conference, which me, Lauri, Olav and Bea Sebalj, Director for FM, drafted in March, encouraged us to open the call for the host of this conference. We have received several very strong applications for the host of the Final IFP conference and it has been decided that the hosts will be ELSA Trieste and ELSA Bologna and that the conference is going to take place in Trieste, Italy from 16th to 21st of May 2016.

Knowledge Management novelties

With an invaluable help of the Assistant for Institutional Visits and Study Visits and with great inputs from the Assistant for ELSA Law Schools, I have finalized handbooks on Institutional

Visits and ELSA Law Schools. Both handbooks were prepared in their biggest parts during last term in office and were now made public and are available for use. With those tools Knowledge Management in the S&C area is completed with necessary tools for proper functioning and all projects are having tools on know-how. In addition to two handbooks, the Delegation Guidelines for UN ECOSOC, UNCITRAL and WIPO were updated and with the support from Graphic Design Team, they were made visually more appealing and also made publicly available to everyone, especially to future delegates.

Grant applications

During the year I had the chance to support Lauri in submitting the grant applications to the European Youth Foundation. We have applied for two international activities and both were granted with significant financial support. Therefore we were happy to support ELSA Strasbourg for the conference on European Social Charter that is taking place in November 2015 and ELSA Trieste and ELSA Bologna for above mentioned Final IFP conference that will take place in May 2016.

External Relations

Throughout the year I was working closely with the DLA Piper Corporate Responsibility Team on the implementation of their Break into the Law programme in the ELSA groups that have DLA offices. Due the way how the cooperation was created and a very low interest from the national groups we have faced many challenges and initial cooperation plan had to be altered. During later period of time we had some developments for which I hope will bring some improvements in the cooperation in the near future.

With CBL International I maintained general communication with the contact persons and was administrating applications for their winter and summer programmes in China, Shanghai and Dubai. Several ELSA members have participated in those programs under special terms CBL is offering to us.

European Voice organized the annual EU Studies Fair in February and as their partner we were present and had our stand there. Together with the rest of my board, I was presenting ELSA's activities to all interested students. This year around 150 ELSA members registered for the Fair which is getting more and more popular in our Network.

International Trademark Association (INTA) keeps receiving our groups that are coming to Brussels and giving them lectures. I was the main responsible to facilitate the contact and to arrange details with the groups. We also sent delegation to their annual conference which took place in Munich in December 2014. Furthermore, I was cooperating with other externals such as Queen Mary, IE Law School and IELPO facilitating the communication between groups and speakers for various international events. During transition period, we had the evaluation meetings with all mentioned externals and introduced the new board to our contact persons there.

Coaching Groups

I had a pleasure to cooperate throughout the year with my coaching groups: ELSA Austria, ELSA Italy, ELSA Serbia, ELSA Sweden and ELSA the Netherlands. Coaching was one of the favourite and most inspiring parts of my work. Four out of five of my coaching groups were extremely responsive, ready to share and ask for help and I can proudly say that they did an amazing job this year in their respective National Groups. In the first part of the year I had a chance to participate at the NCM of ELSA Italy in Lecce and at the NCM of ELSA Austria in Linz, while in the second part of the year I participated at the NCM of ELSA Sweden in Orebro. The inspiration I got when meeting the members at those NCMs was driving me forward throughout the entire year and I will cherish the memories for the rest of my life. Alongside with visits at the NCMs, I had a regular communication with all my groups and had a chance to personally meet all of them and both ICMs.

As one of the highlights of the year, in the end of my term in office, I received the news that I was elected for an honorary member of ELSA Italy. Being left completely speechless, I can promise that even after my term I will stay on your disposal and always ready to support you.

Transition

In my opinion, one of the most important tasks of each ELSA officer is to provide a good transition to the successor in order to ensure that ELSA keeps growing and our project improving. Therefore my last months in office were dedicated to planning transition and completing all necessary work to ensure the proper starting point for Matej. Together with the rest of the board I have worked on general outline for transition and prepared all my individual sessions, together with all joint and general sessions to which I have contributed with my knowledge and experience. I would like to thank my successor and the entire International Board of ELSA 2015/2016 for all their patience and great discussions we had during transition month. I wish everything we discussed for your term in office, and even more, will be achieved.

Final Words

To begin with, I would like to thank my board members Armin, Alina, Lauri, Idil, Olav, Tanja and Dariia. I cannot be more grateful to live and to work with you. Thank you for your courage to face many challenges and for being the true support to each other. You are special to me and you will be with me for the rest of my life.

Also, I would like to thank all the S&Cers for their hard work during the year and all their valuable inputs. It was a great pleasure getting to know you and working with you. You have all been a true source of inspiration and motivation during the year for me and I hope our paths will cross again. Finally, I would like to thank all the members of the ELSA International team: all the Assistants, Directors and team members, for all their hard work, assistance and motivation, especially to Josie, Guillermo, Patrick, Horiana, Martin, Frida, Mia, Eliana and Dirk with whom I worked the closest. You were not only the best team one VP S&C can wish for, but you were my true support and motivation to work better and more. Thank you for your work and your friendship.

DARIIA OLIINYK, Vice President for Student Trainee Exchange Programme of ELSA International 2014/2015**STEP 2014/2015 in numbers**

222 Traineeships (267 trainees got spots) = 33% increase compared to last year

2,302 Applicants = 5% increase compared to last year

STEP Automation

During the term due to the great help of our IT Team we managed to make the matching process partially automatic. Now the created system checks automatically whether the applicant fits to the requirements set by the employer or not and to which extend. This system eases the matching process and helps to allocate more time for proper CVs and motivation letters verification. Moreover, the system makes the whole process of matching more transparent and objective, since the applicants' names and personal details are hidden throughout the matching.

Together with Mr. Alexander Rindö (IT Team) we focused on updating the structure of the STEP website, optimization of internal processes connected to maintaining and uploading the information to the portal. All set goals have been successfully achieved during the term.

The General Terms of Participation for the applicants also got upgraded: now we have improved personal data protection clauses and additional disclaimers in the application form.

STEP Expansion

In 2014/2015 ELSA international opened 10 STEP traineeships for which 18 ELSA members have been accepted. Besides, the coaching strategy gave its results and we got STEP traineeships in the ELSA Network countries which never had them before.

During our term in the office the cooperation with the Dominican Law Students' Association within STEP has been launched, the cooperation with the Asian Law Students' Association got developed. Furthermore, we found the friendly organisation for STEP in Australia – the job site BeyondLaw. We started to dream about a global STEP programme that would unite trainees and employers from all over the world. To make this exchange possible the Council of ELSA adopted a historical change of our regulations that will allow a mutual exchange of traineeships and trainees between ELSA and other law students' organizations. I look forward to see how this initiative will develop and if it will bring us closer to the core idea behind STEP: a world without borders for legal students and professionals.

STEP Branding

In the beginning of our term when I and my devoted colleague – Ms. Idil Buke Civelek – talked about STEP, we agreed on that the visual identity of STEP does not correspond fully to the brand

of this project, although it is regarded as one of the biggest brands of our Association. STEP comes up with the global perspective, internationality and exchange as a brand, which should also be transmitted via its visual identity. This is how we got the STEP branding as one of the focus goals during our year.

So our aim was to underline a unique nature and image of STEP as a project through marketing and available visual tools. And here is what we did:

1. We emphasized the global character of STEP by launching a functional world map as one of the search options for potential applicants.
2. We took a new approach about the testimonials: we ask the STEP trainees to make their stories more personal and practical. We also made them more visually appealing.
3. For the second cycle of the STEP countdown campaign we tried to avoid traditional references to the countries, their main sights, facts about them or stereotypes. Instead, the idea was to invoke to the inner nature of STEP, which is personal development, growth, self-actualization, self-transcendence and self-discovery. The posters we used contained the close-up portraits of the International Board members and their quotes associated with STEP.
4. We believe that there should be a common approach between the marketing materials we use to attract the potential applicants, since we are addressing 40.000 members from 43 different countries, including various target groups. Therefore, we worked on more simple and clear images in order to improve the visual identity of STEP and reflect the brand in a more professional way.

None of these achievements could be possible without enormous support of my family, my Board, my Directors and Assistants and officers all around the network of ELSA who inspired me during the year – thank you for this!

ELSA INTERNATIONAL TEAM 2014/2015**NICOLAS HAAS, Assistant for Jurisdiction of ELSA International 2014/2015**

As Assistant for Jurisdiction I'm responsible to chair the independent Jurisdiction Working Group as it is laid out in the Decision Book. During the last term we recruited more people to the Working Group and furthermore got one additional task in connection with the EMCC.

The main task, to move the legal seat is currently on hold due to legal issues in connection with taxes. Therefore the Jurisdiction Working Group was assisting the IB on solving the tax issues. I arranged 2 meetings with Attorneys in Brussel to discuss our tax situation from different angles. The most important results were then presented at the ICM in Cluj-Napoca, unfortunately the workshop lacked time to make a decision on the next steps, so the only recommendation the Working Group received was, that legal experts can be hired. During my 2 stays in Brussel I was able to go through the archives and scan quite a lot of important documents. As the new project was coming up, I mainly shifted my personal focus on that, away from moving the legal seat.

ELSA International was asked by externals to make available a legal entity in Switzerland, where it would be possible to donate money for the EMCC and the externals would then be able to deduct those donations from taxes. As the Swiss tax law only allows tax deductions for legal entities based in Switzerland, ELSA International is unable to accept this money as long as the move of the legal seat to Switzerland is not completed. Similar issues arise with EDF that is based in Brussels. For the ELSA Groups in Switzerland however it would have created problems with their accounting (change of the accounting standards) and the new obligation to constantly report their activities to the tax authorities. Therefore it was decided to create a new legal entity in Switzerland with the purpose to accept and administrate the money received by those externals.

Research showed that the better legal form in the early stages of this legal entity would be a Swiss association, but it can be transformed to a Swiss foundation in the future. Due to legal complexity when having such a tax exempted status and to stay in accordance with Swiss tax law the Working Group is currently scouting for Alumni competent in Swiss Law that would act as board members of this legal entity. Big obstacles are the non-compete clauses in contracts of Alumni contacted so far.

Finally as Chair of the Jurisdiction Working Group I've been involved in 2 other Working Groups, the Statutes and Standing Orders Working Group and the Working Group on Members-Observership. In both Working Groups I've been giving inputs on the effects on our regulations, should the legal seat be moved to Switzerland.

LOES VAN DER GRAAF AND NICOLAS STANGL, Strategic Implementation Team of ELSA International 2014/2015

During the Supporting Area Meeting, although not appointed yet, Loes conducted a workshop on Strategic Implementation in the FM and IM areas. In these workshops, we created a basic roadmap for other workshops to be given in this year.

At the ICM, we gave our first workshop as the Strategic Implementation Team in the S&C workshop. We tried to focus more on how groups have already implemented several goals and in which areas they needed suggestions. Participants came with good practices that were also helpful for the other participants. At the moment, we are rewriting the roadmap to fit the BEE workshop. As we cannot attend the ICM, we will try to help Armin in the preparations.

Most of the work of this year has been brainstorming about how we can monitor the SG implementation through good SotN questionnaires that can be transformed into statistics, so the progress of the strategic goals can be followed. Since a lot of goals cannot be monitored in numbers, as this is quite tricky.

This year, we also wanted to set up a database where we can collect best practices per operational goal. We have had some talks about this with members from the IT team and the design of the database is in progress. We want to create different search options so for these technical aspects, we are consulting people who are more experienced in this field. We hope to have this database either finished or almost finished by the end of our term.

Furthermore Nico was present at the EU Studies fair and represented ELSA together with members of the IB.

MAKAR HOLST AND HECTOR TSAMIS, Human Resources Team of ELSA International 2014/2015

After discussions at both SAM Madrid and ICM Bodrum, there was agreement across the network regarding the need for a revision of the previous Human Resources Strategy of ELSA (hereinafter HRS). We were appointed as Directors for Human Resources by the International Board in December 2014. Our assignment was the coordination of the Working Group on Human Resources (hereinafter WGHR) set up by the IB on our objective to update the Human Resources Strategy of ELSA (hereinafter HRS).

HR Cycles

We started working actively in January 2015, and our work began on the basis of the five human resources cycles presented and discussed during ICM Bodrum. We divided the members of the WGHR into couples, and by applying a rotation system we asked them to elaborate on a HR cycle per week. At the end of each week, we collected the inputs submitted from each couple and forwarded it to the next in line, accompanied with their new assignments. Thus, we ensured that all WGHR members shared their thoughts, expressed their ideas, and contributed their input, aiming at a more comprehensive description of each HR Cycle. Although we had set a fairly strict timetable before the working group began their work, there was an ongoing need to adjust the timetable, since most members of the WGHR also had other ELSA-related tasks to perform. This offset our original timetable by a few weeks.

Decision Book Amendment Proposal

After the collection of the entire work of the whole WGHR and the subsequent conclusion of the first stage, we proceeded in drafting a proposal to amend the “Human Resources” section of the Decision Book. The proposal to amend the Decision Book set the general fundamental regulatory framework regarding human resources in the Network and the implementation of the HRS to be created. The proposal was submitted to the Secretary General of ELSA International to be included in the Working Materials for ICM Cluj-Napoca, and was approved by the council during the plenary session.

Post-ICM Cluj-Napoca

After every member of the WGHR had provided us with their input on the different cycles, we continued our work by compiling the work into five different documents, so that each document corresponded to a cycle. Together with the Secretary General of ELSA International we agreed upon template for the HRS with the key focus begin real-life applicability. Hereafter we mixed up the WGHR pairs’ and assigned the new pairs with a single cycle in order for them to rewrite the compilations according to the provided template.

Post-ICM Issues

Since distributing the compilations to the pairs' of the WGHR we ran into a slight stalemate. This could both be attributed to the fact that most of the members of the WGHR had to study for exams shortly after ICM Cluj-Napoca. Also since most of the members of the WGHR were Secretaries General in their respective countries, their time to work on the HRS was limited due to the planning of their NCM's and transitions.

Conclusion

Since our appointment we have taken the first steps on the long, but necessary journey of revising ELSA's HRS and in our opinion the work done by us and the WGHR during the second half of our term has provided a solid foundation for the next Directors of Human Resources to complete our work.

BEA ŠEBALJ, Director for Financial Management of ELSA International 2014/2015

After appointed for the position of the Director for Financial Management in early October, I immediately started to work on my first task – to study the European Commission call for proposals for framework partners. It was of great importance to study the document thoroughly, to see whether we are eligible to apply since the framework agreement was one of the possibilities to solve the visa issues. For this purpose, I created a six pages summary document and presented it to Lauri, the Treasurer of ELSA International on our meeting in ICM Bodrum. During the meeting we concluded that ELSA International does not meet the conditions for the application.

After ICM Bodrum, next ELSA event was Mid IFP Conference where I had the role of Treasurer of ELSA Zagreb and co-operated with Lauri regarding the budget and other financial aspects of the agreement. As a Director, I helped with reporting to the European Youth Foundation that we filled on time and without any problems since both of us personally participated in the event.

In December, I have travelled to Brussels for the Christmas Cocktail. Luckily, I was able to stay there for four days and during my visit, I had the chance to get an insight of Lauri's day-to-day work and helped with various tasks, such as World Forum for Democracy claim forms.

During January we held several skype meetings and in February we finally got a 3rd member of our small but fun FM family – Marek Škultéty, Treasurer of ELSA Czech Republic. When our team was finally complete, Lauri gave us new tasks and we started planning the upcoming ICM Cluj-Napoca. At the same time I was co-operating with Marko Dolenec, VP S&C of ELSA International regarding the preparations for the 2nd application cycle of the European Youth Foundation grant, which had its deadline in April. This application was for funding of the Final-IFP Conference.

At ICM Cluj-Napoca I held a workshop on EDF for the Treasurers, to present them what we have been doing with the EDF reporting template, to discuss it and to give inputs on how and what to improve. After collecting all the comments and suggestions during the workshop, I came back home with a to-do list. During the next months, Lauri, Marek and I have been implementing those inputs on the template and by the end of September, everything will be finished and ready for the network to use.

Furthermore, in late December I also attended NCM Linz, in February I was a delegate to the 60th Session of the Committee on the Elimination of Discrimination against Women (CEDAW) and in July I was in Geneva for the Final Oral Round of the EMC2 as a part of the International Organizing Committee.

Ultimately, I would like to say a huge thank you to Lauri and Marek, my FM family, for unforgettable moments and wonderful friendship.

**MAREK ŠKULTÉTY, Director for Financial Management of ELSA International
2014/2015**

My work for ELSA International started on the 17th of December, when I was appointed participant of two working groups, namely Membership fees and Jurisdiction.

Membership Fees

On the 27th of January, the initial opening skype of the Membership fee working group, which I have had honour to be the chair of, took place. Several skypes, brainstorming, and researches of the previous ICM's minutes had shown many different approaches to how the membership fee was calculated in the past, and that similar problems were popping up from time to time. It has been decided, that in order to get the current most relevant data from the Network, a form of a simple Questionnaire shall be used, including a small motivational package. This Questionnaire has been sent out on the 9th of February (with a deadline of 22nd of February), and a total of 26 answers from unique countries has provided the working group with enough substantial data to base its further work upon - covering the majority of the entire membership fee contribution in terms of responses.

A simple statistical analysis has been undertaken, and further skypes evaluated its results. After compromise-yielding discussions, the final output of the working group - a set of proposed changes based on the Network's responses – was initially discussed within the FM workshops (and awarded “the best workshop” label in the evaluations), recommended to the council for approval, and later after discussion within the Council, unanimously approved as a new system of membership fees.

Jurisdiction

While taxes being the focus of my Master thesis, it was the area to which I wanted to contribute the most, when joining the Jurisdiction working group. My initial tasks then encompassed research done within numerous ELSA International documents from terms going as far as 2006. I also participated telephonically at a meeting with tax experts in Brussels, along with the Treasurer of ELSA International, and the Chair of the working group, Nicolas Haas, where I provided the experts with my comments on the current situation. In collaboration with the Chair, who has constantly provided necessary inputs and research, we have drafted a chronological report of the current tax situation for the purpose of the Auditors of ELSA International. At the NCM of ELSA Switzerland, I got the chance to meet most of the Working group in person, and further discussions regarding the topic were facilitated. Due to the halt being caused by the tax issue, however, the working group was unable to proceed without this being resolved until the end of the year.

Director for Financial management

Due to my previous tax-related work done on behalf of the Jurisdiction working group, I have also applied for the position of the second Director for Financial management, to which I was appointed on the 18th of February. My initial tasks were to prepare a tax-related workshop for the participants at the ICM Bodrum, a task on which I have also been assisted by the Chair of the Jurisdiction Working Group, due to the interconnection of the two issues. The aim of the workshop was to give a presentation about the tax-associated problem ELSA International faces, with a report on the current progress, and a hope of finding the most suitable solution for the arisen problems.

My further tasks included assistance to the Treasurer of ELSA international with proposals for the ICM Cluj-Napoca, and a research on a more user-friendly and applicable cloud-based accounting programme for ELSA International. After the ICM Cluj-Napoca, where I have been elected the new Treasurer of ELSA International, I have remained in daily communication with my predecessor, and “started the transition” already before arriving to Brussels.

SOFIA JOHANSSON, ROSTISLAV ANDRLÍK AND ALEXANDER BISCHOFF, Graphic Design Team of ELSA International 2014/2015**Introduction**

The goal for this year in the GDT has been to update existing promotion material for STEP, Summer Law School and general templates used by the network. Regarding STEP the goal was also to try to create a new more contemporary and defined logo. The GDT has also been responsible for assisting the network in questions relating to design and the creation of marketing material.

With the management of Idil Buke Civelek, VP Marketing of ELSA International, the work has been divided between the members of the Graphic Design Team and feedback meeting has been held to support each other in the design work.

Sofia Johansson*Video for WFD*

I was responsible for creating a promotion video for the World Forum for Democracy. The video was created with material from all the participants of the Forum and aimed to show the experience of being a delegate and also further explain what a delegate can gain from such an experience.

Summer Law School Materials

One of the goals for this year was to update the materials for the Summer Law Schools and make it more contemporary. The common promotion material was supposed to be able to be used by the whole network in the promotion of the project Summer Law School in general. In February the new Summer Law School promotion material was released and distributed to the network.

Delegation guidelines

Since the delegations guidelines have been updated, the visuals for the guidelines were also updated.

Rostislav Andrlík*STEP logo drafts*

As this term's officers are interested in a change of the STEP visuals, my task was to draft a few ideas for a new logo. Some of them were more or less successful, but nothing is final yet. However, I managed to sell one of the logo drafts to my client, so I've got that going for me, which is nice.

Letterhead drafts

It will seem like I am terrible at what I do, but I also managed to create a few letterhead drafts, none of which produced an acceptable proposal. The Network's logo is a big let-down, anything made to fit with its styling looks like a modern graphics piece of the 80's.

STEP Countries Templates

Created the new look of the STEP Facebook flyers you may have noticed among ELSA Germany's promo materials last year. Not sure if it came to use in the end or not.

ELSA International page on elsa.org - overhaul

During ICM Bodrum, I recreated the whole page where you can find every member of IB and its support teams, making it look more light and also making the teams easier to be found with tap-to-enlarge buttons assigned to the Board member who oversees a given team or individual. The page with this layout should still be present on ELSA.org, however IB did not approve the transition and so yet again, this job went straight through the chimney.

VAKO TCHILASHVILI, Director for Advertising of ELSA International 2014/2015

In the beginning of my term at first I had long discussions about development of advertising in ELSA with previous Director for advertisements Irakli Karkashadze. The main challenge was to have the main database updated so every time I was sending out the offer to potential advertisers minimum work is necessary. I started my term with the representative email, where represented myself to the members of our mailing list. At that stage I found out that after summer term there are plenty of changes in database. Because almost 60-70 email addresses appeared to be suspended or changed. It was really tough job to search for new email addresses and in some cases even contact universities to send me new contact details for their PR and Marketing departments. After this the database did not need any major updates and every time I send out the offers I receive just a few undelivered emails that do not take much effort to find out the reason and update the information in database. So after every offer the database is as fresh as possible.

As for the advertisements itself, in recent years many active advertisement have become partners of ELSA so I do not have to work with them, so potential advertisers that I am currently contacting are more or less new. Despite that fact during my term I was able to get three advertising confirmations.

These are following:

4 November: WAGENINGEN UNIVERSITY - 3 month online advertisement (with discount) - 1425 euro.

11 January: Université du Luxembourg- 3 month online advertisement (with discount) - 1425 euro.

21 January: Université du Luxembourg - Advertisement in 57th edition of Synergy Magazine (with discount) - 1116 euro.

Monastery of San Nicolò - has contacted me about 1 month advertisement but before they had their internal procedures sorted advertising of the program became non feasible for them.

I am still waiting for the reply from Private Universität im Fürstentum Liechtenstein, they want 1 month advertisement, but have not informed me yet about the exact date of starting advertising. On July 23 I sent another reminder to Universitat im Fustentom , but they have not replied since then.

Two potential advertisers contacted me after launching spring discount offer, but both have missed the deadline for discount.

Currently there are two interested potential advertisers:

Szabó László - Certified translator in English and Hungarian who wants to advertise Legal English Dictionary.

and

Kizmet Adams - who wants to advertise LL.M. program at the University of Georgia School of Law.

I have contacted both advertisers and informed them about the prices of advertisements, presently I am waiting for their reply.

During our conference call last month I have also mentioned the advertiser that has not paid the fee after signing the confirmation letter, it is Wageningen University and the contact person has still not replied to our emails.

ADRIANA MOÇAS, Director for Human Rights of ELSA International 2014/2015

I started my term in office as the Director for Human Rights in September of 2014 with a huge motivation to contribute to the ELSA network. In our first meeting, Olav, Vice-President for Academic Activities of ELSA International 2014/2015, explained me what has been done in the last couple of years in this position and what was expected from me in the new term. Two very important tasks awaited me: to assist ELSA International in the organization of the ELSA Day and to update the Human Rights Handbook.

Regarding the ELSA Day, I created the specification form and was responsible for the compilation of all the events organized this year. Furthermore, I included the data in the ELSA website regularly. I was also in charge of managing the videos and photos the ELSA Day Coordinators have sent, as well as the evaluation forms.

The second (and maybe major) task that was assigned to me was the update of the Human Rights Handbook. Fourteen years have passed since this Handbook has been drafted, which screamed for an urgent revision. After successive postponements, it was decided that 2015 was THE year! In January the members of the working group were selected and I was thrilled to start with the project. I was lucky enough to have amazing officers working with me. Their hard work and time invested in this project was outstanding and I want to personally thank them for their deep sense of responsibility: thank you Ana-Maria Paponja, Felix Meyer, Marie-Hélène Gostiaux and Stefanos Xenofontos. Our aim was to provide the officers with an interesting and helpful handbook. Including a general view on human rights, it also contains organizational tips, hot topics, sources for research and other useful information. We have also followed closely the discussions in regards to what our commitment to Human Rights involves, in order to guarantee that the perspective set out in the handbook fits the thinking of the network at the moment.

I tried to be present in several international events, where I approached officers and explained them the importance of having their input. I took part in the ELSA Mid-IFP Conference in Zagreb, where we discussed freedom of expression, hate speech and conflicting rights, as well as in the NCM of ELSA Germany, where I had the opportunity to explain in the Human Rights Workshop what I was in charge of this year. I have also been present in the Conference “The Future of Protection of Social Rights in Europe”, which took place in Brussels, and in the World Forum for Democracy, as part of the ELSA Delegation. Furthermore, I was invited by ELSA the Netherlands to be present at their National Moot Court Competition in Human Rights, where I gave a short presentation about the role of human rights in our association. Finally, in ICM Cluj-Napoca in spring 2015 I presented the Handbook with my colleagues that were present at the ICM: Felix and Marie-Hélène. After that, we received some input from active officers and made the necessary changes before the publication.

Moreover, since day one I made myself available to officers to contact me at any time and with any type of question, suggestion, idea, clarification. Although the contacts have not been many, the ones that existed resulted in an interesting exchange of ideas.

BRUNO FILIPE MONTEIRO, International Academic Coordinator of the Legal Research Group on Social Rights of ELSA International 2014/2015**From ICM Club until the end of term of ELSA 2014/2015**

As International Academic Coordinator for ELSA's Legal Research Project on Social Rights I was responsible for carrying out the following tasks and activities:

- Jointly with the International Linguistic Editor and International Technical editor finished revising late first drafts and final drafts;
- Continued supporting and providing extensive feedback for all 28 ELSA National Research Groups;
- As part of the ICT, responsible for the final decision to accept or reject an ELSA report from being published;
- Jointly with the VP for Academic Activities, launched the ELSA Working Group on Social Rights to draft an executive summary of the final report;
- Jointly with the VP for Academic Activities, selected a group of 6 researchers from the Legal Research project on Social Rights;
- Provided initial description of the workload, timeline and overall tasks to the researchers of the working group.

From the start of term of ELSA 2015/2016

As Coordinator of ELSA's Working Group on Social Rights:

- Assigned the necessary topics and tasks for each member to start working on the executive summary;
- Jointly with the VP for AA, held the 1st Meeting of the Working Group where it was:
 - Explained the working group and its purpose;
 - Explained in detail what would be their tasks and assignments;
 - Set the structure, content and size of the executive summary;
 - Set the final timeline;
 - Provided information on the Conference on Social Rights;

DESIRÉE RAMADA, International Human Resources Coordinator of the Legal Research Group on Social Rights of ELSA International 2014/2015

As International HR Coordinator I executed the bulk of my responsibilities at the beginning of the year. Once National Coordinators were appointed, National Research Groups were confirmed, clarification deadlines expired, draft and Final National Reports were received and provided of feedback, my workload was light post ICM.

For the remainder of the project I manned the LRG e-mail account, contributed to the materials of the subsequent Essay Competition and troubleshooted where necessary.

IOANNIS KOUVAKAS, International Linguistic Editor of the Legal Research Group on Social Rights of ELSA International 2014/2015

As the International Linguistic Editor, my main task was to ensure that the Linguistic Guidelines are followed by each and every National Research Group, and to assist National Linguistic Editors with any difficulties they might experience throughout the project.

Before the launch of the project, it was necessary to provide all National Research Groups with a detailed Guideline on proper citing of all possible international and national sources. Instructions on proper use of legal terms and English were also included in the Guidelines, which had to be as thorough as possible, so as to avoid inconsistencies in final National Reports.

From the launch of the project and until the mid-term deadline, the International Coordination Team held regular skype-meetings, in order to decide on crucial issues, tackle difficulties arising and set out further parameters of the project (such as deadlines, clarifications, relevant conferences, essay competition). Also, I assisted National Linguistic Editors that had specific questions regarding the Guidelines.

Until the final submission of National Reports, I assisted National Coordinators and Linguistic Editors on avoiding mistakes and fixing details, in order for National Reports to be submitted correctly and on time. Then all National Reports were finalised and merged into a 1577 page publication!

CARLOTA FERNÁNDEZ DE LA CANCELA, International Technical Editor of the Legal Research Group on Social Rights of ELSA International 2014/2015

After ICM Cluj-Napoca, my main responsibilities regarding the LRG on Social Rights were various.

First, I remained available for troubleshooting and assisted the National Groups with the formatting of their final reports. Moreover, I was in charge of creating a package with different materials aimed to help the groups publish their National Reports on their own.

Although we faced some delays in the deadlines, during June and July I compiled 28 National Reports together in order to create the Final Report of the LRG on Social Rights that was published by ELSA International on July 16th, 2015.

Additionally and with regards to the subsequent Essay Competition on Social Rights, I was in charge of creating the marketing materials for the promotion of the project. Besides, I contacted several professors from my university in Spain and led the negotiations that resulted in the ICADE Faculty of Law becoming partner of the project. Consequently, I was in charge of the overall communication with the Faculty and this particular group of judges.

IDA DOJČINOVIĆ AND HANA PAVLIŠOVÁ, Assistants for the European Human Rights Moot Court Competition (EHRMCC) of ELSA International 2014/2015

Our term started in the mid-September last year. Both of us were also members for the IOC for the EMC2 FOR in Geneva last year and that experience helped us a lot as we already knew what to expect, what the main challenges usually are, and consequently what was already proven as the best practice. Moreover, Tanja was also a member of that IOC, so we all shared previous mutual trust that we can always rely on each other and can work very productively together.

Before we were appointed the case for the 3rd edition of the EHRMCC was already published. From then until 3rd of November 2014 we were in charge of the registration of teams. We were both happy that in the end we had 106 registered teams.

During the entire period of the competition, we were communicating with the teams (providing necessary or updated information, clarifying the meaning of rules or guidelines, receiving clarification questions, etc.). Upon the Written Submissions' deadline, 23rd of November 2014, together with Tanja, we reviewed all 114 submissions (in total 57 teams sent their submissions) and calculated penalty points. At that phase our workload was average, in comparison with the second phase.

Biggest and most important part of our work was the participation in the organization of the final oral round in Strasbourg. Three days before the official opening of the Final oral round we arrived to Strasbourg to have an informative meeting with the Council of Europe, to check out premises assigned in the Court and get familiar with routes we needed to use. Given our Geneva experience, together with Tanja we provided training on timekeeping to members of ELSA Strasbourg.

We were in charge of teams and were ensuring the flawless flow of the competition. In other words, we were handling with all practicalities during the FOR. List includes: arranging folders with scoring and timekeepers sheets for all pleadings, setting up the pleading rooms, welcoming and escorting teams to their pleading rooms, taking teams to the lunch as it was organized in the Council of Europe, welcoming and briefing the judges, calculating final scores, timekeeping at pleadings, resolving on-spot issues, participating to the social programme, etc.

After the competition, our tasks were two folded, partially because we have decided to suggest certain changes for the improvement of organization technicalities. Due to spelling mistakes, we had to arrange printing of correct certificates, and then we prepared and send the evaluation forms to the teams and went through the results while trying to pick up the things we can improve for the next editions. Simultaneously, we drafted the final report. We have noticed the amount and partially the structure of the last years' report can be improved. As Ida was participating last year as a participant to the competition, she had valuable inputs from the participants' point of view. Also, few coaches who trained teams participating in first two editions felt comfortable

approaching us in Strasbourg with constructive criticism. Unlike the previous years, this year's report was published in a record time (little over 2 weeks upon the FOR).

Secondly, we have recalled there were certain occurring issues in regards to scoring sheets, timekeepers' sheets and team appearance sheets. Quite often, despite briefing judges and having an example of correctly filled sheets in the Judges room; judges would misinterpret the sheet and fill incorrectly or forget to put a specific number. If timekeepers did not realize it immediately, we had situations of calling and trying to find them and visit them again. That of course was interrupting the ordinary organization, was time-consuming, and sometimes even made judges feeling very uncomfortable. Therefore immediately upon Strasbourg, we drafted new version of all types of MCC sheets (including: written submission scoring sheet, oral pleading scoring sheet, timekeepers' sheet, team appearance sheet). As we know same sheets with slight changes are used for the EMC2, we also drafted them. Hopefully, they will already be in use in Geneva this year. After the ICM we were at disposal for any follow up tasks.

During all our term we have had regular communication (Skype meetings, e-mails) even when Tanja was travelling to regional rounds of the EMC2. Despite the workload, we have both enjoyed working together with each other and with Tanja. We hope we raised the level of quality of this year's organisation and will leave better sheets, rules and guidelines to the next year assistants.

ADA GAWRYSIAK AND BOGDAN ILEA, Assistants for the ELSA Moot Court Competition on WTO Law (EMC2) of ELSA International 2014/2015

It all started on the 15th of September when the 13th edition of the ELSA Moot Court Competition on WTO has been launched. Excited about new challenges, after receiving all needed information from Tanja during our first Skype meeting we were ready to help with preparations of the competition. Our main task was to check the email account on a daily basis and answering to all the questions and requests as soon as possible. We were also responsible for registering teams for the competition and getting from them all the personal information needed for this purpose. This year we had almost 90 teams registered, it is amazing how popular EMC2 has become around the whole world and how significant opportunity ELSA gives students, as it is a possibility to start a career at WTO. Around the registration deadline we were receiving a lot of messages, but thanks to good cooperation we managed to keep the teams updated and we registered them right away after their registration form had been filled out.

After the registration was done, the next deadline was connected with the Written Submissions in January, since the mid-term evaluation was happening in ELSA house at the same time, we helped Tanja with receiving the copies of documents. Knowing how important the quick confirmation about us receiving the Written Submissions was for the teams, we spent the 18th of January being online. We managed to send all the confirmation e-mails on the same day, mostly in a less than an hour after receiving them. After that, we helped Tanja with checking penalty points for team's Written Submissions in accordance with the penalty system, which can be found in the Rules of the competition. Soon after that we had our first Skype meeting with the International Organizing Committee for Final Oral Round which was due to take place in Geneva.

Between sorting and checking out Written Submission, we were also helping some of the teams, who requested our help with VISA issues and VISA invitation letters.

The Final Oral Round took place between 2nd to the 7th of June in Geneva, we met with the entire team of the IOC and we began to take care of various tasks during the event. We were communication with the teams during the event, informing them about pleadings and schedule. Moreover, we were handling task of timekeepers. The Final Oral Round was once again truly successful and perfectly organized. The week was over before we knew it, as we were getting ready for the post-preparations of the EMC2.

At the end, we would like to thank Tanja for this great opportunity and amazing experience. It was a pleasure helping you with EMC2 preparations!

HORIANA SECARA, MARTIN DEBUSMANN, FRIDA FOSTVEDT, MIA VUCEVAC, DIRK DE BOER AND ELIANA ROCCHI, Delegations Team of ELSA International 2014/2015**The Delegations Team 2014/2015**

In 2014/2015, the Delegations Team was comprised of two Directors for Delegations and 4 Academic Coordinators:

- Directors for Delegations: Horiana Secara and Martin Debusmann
- UN ECOSOC& UNODC¹: Frida Fostvedt
- HR Body: Mia Vucevac
- UNCITRAL: Dirk de Boer²
- WIPO: Eliana Rocchi

Achievements

2014/2015 has been the most successful year for Delegations in ELSA International so far. We outnumbered the previous years in terms of applications, appointed delegates and participating National Groups. Mainly, we succeeded in securing a new partnership with the United Nations on Office and Drugs, which led to two new delegation fields on Narcotics and Corruption, we responded to the request to change the application form for data security purposes, we were present at national and international meetings, we kept the network updated with the results of our activity, we introduced an automatic procedure to inform the national groups which made the process of communication efficient.

Statistics³

Total number of applicants – 1.417

Total number of delegates appointed - 336

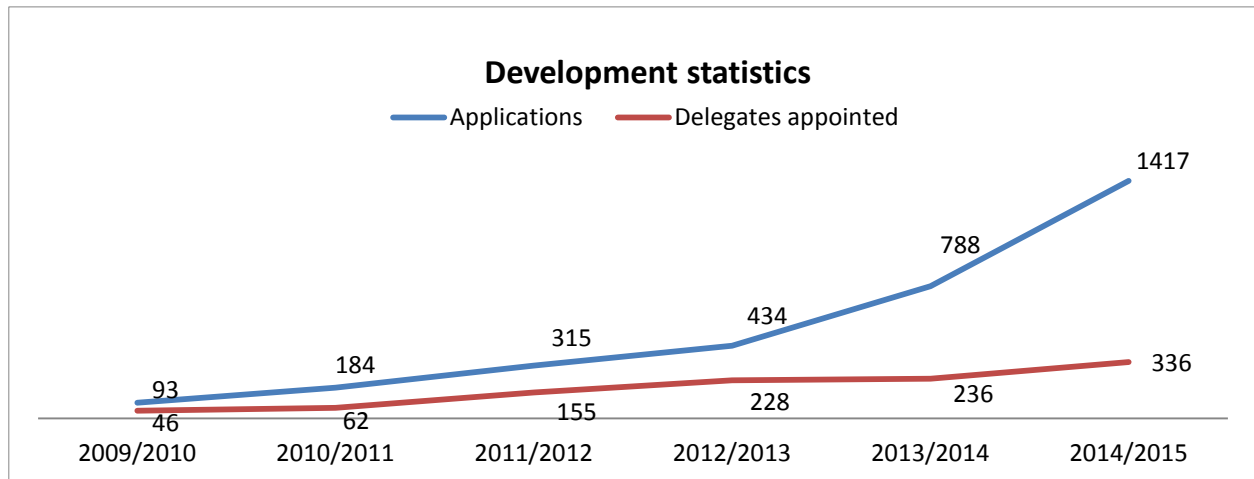
Total number of delegations - 71

Delegates who completed the Survey – 252

¹ The new partnership with UNODC was concluded in December 2014.

² Supported by Cristian Boruzi until December 2014.

³ The information included in this Report for the 2014/2015 term covers the activity of the Delegation Department from 1st of October 2014 till 12th September 2015.



Earlier this term, we published our selection criteria in order to allow equal chances. We got approval from the ICMs to appoint a mix of experienced and fresh delegates, so that being a delegate can be seen as an appreciation of both past and future commitment.

We are especially happy that we could include delegates from rather dormant National Groups in our delegations. In Albania, for example, Delegations has led to high attraction and has motivated quite a lot of students to identify with our organisation, so that we can firmly state that our work contributes to spread ELSA's idea in Europe.

New partnership with UNODC

In December 2014, we were able to conclude a new partnership with UNODC, the United Nations Office on Drugs and Crime in Vienna. UNODC aims at fighting illicit drugs and international crime, and operates in all regions of the world through field offices. Our partnership started with invitations to the illicit drugs strand of UNODC, which included a big international conference in Doha. The reports of our fascinated delegates can be found on Facebook and on the internet; they give the impression of a remarkable and unforgettable event. This June, due to the high appreciation of our work, we were able to expand the cooperation onto the anti-corruption strand, which resulted in the invitation to another big conference in St Petersburg this November.

UNODC is open to a closer cooperation with ELSA International, i.e. by establishing a research project on national corruption (Legal Research Group/ IFP), and by enhancing transition between delegation groups.

Marketing campaign

The International Board has run a "Delegations" marketing campaign that included the prominent placement of calls for applications, emails, posts on ELSA's webpage, a new Facebook wall paper (that was shared and installed by IB, EI Delegations, National Groups, Local groups, and even individuals) and the Delegations Facebook page (<https://www.facebook.com/elsa.delegations>).

The Delegations Facebook page has proven a very easy, well-visited and helpful tool in the marketing approach and we believe that it was reflected in the increase of the numbers of applications. Thanks to its separation from the official page, the team could post on its own, and more Delegations-related activity was visible than it could have been on IB's page (where the Delegations posts would have caused an overflow). Posts were primarily concerning experience sharing and further marketing, i.e. comments of former participants and pictures of delegation groups. Calls for applications were posted on IB's Facebook page (in order to make them visible for everyone), and only re-posted on the Delegations page, so that all relevant information was channelled through the official portal.

The Delegations team strongly proposes to maintain the separate ELSA Delegations page on Facebook.

Presence at International and National Meetings

The team was highly present on the international stage. We travelled to the ICMs in Bodrum and Cluj-Napoca, to the IPM in Baku, to EI's Christmas Cocktail and the Transition BBQ, and among others, to the German, Norwegian, and Italian NCMs. Each time, we gave an official presentation about ELSA Delegations, and promoted Delegations in the network.

Coordination of delegations

The coordination of delegates/delegations was done by the Academic Coordinators. They were in charge with informing all the applicants of the results of selections, registration and online coordination of the appointed delegates (the coordination is organisational but also academic), continuous supervision and assistance of delegates through email and Skype. The Academic Coordinators also managed the letters of accreditation and certificates of participation (the certificates are issued at their request).

Besides managing the delegations, the Academic Coordinators were also in charge with proposing new opening calls, monitoring the UN websites, academic research, managing and updating the Delegations Facebook page. It is important to mention that with less people we managed twice the workload from the previous term and almost four times the workload from two terms ago when the size of team was similar.

Continuous improvements

We introduced a survey for each delegation which the delegates need to submit before they are eligible of their certificates of participation. The feedback received was taken in consideration and discussed at half-term in order to implement some changes. The comments we received were mostly positive and only calling for minor issues.⁴

⁴ Such as financial support through ELSA, internal issues of the delegation groups, further information on the topics.

Also, we respected ELSA Turkey's idea⁵ from the ICM Cluj-Napoca, even though it was voted down, by enhancing our notification system to the National Boards on accepted delegates.

Furthermore, we amended our applications forms to make them more concise and to allow better data protection. At the initiative of Frida Fostvedt and in collaboration with the IT team of ELSA, we managed to create an automatic process which informs the national boards of the applications received from their national group.

ELSA Delegations are a result of the partnerships between ELSA and the UN bodies and other international bodies, therefore the activity of this department is important for maintaining, nurturing such partnerships but also to make our association and our values known to entire global political community. The one who benefit from this partnership are of course the ELSA members who have access to key meetings which impact the international community. Therefore its importance, the interest of our network (1.417 applications⁶), the direct involvement of our members (336 delegates) places the department of Delegations at the heart of ELSA.

Considering all of the above we can be proud of our achievements and wish to thank the entire team for their dedication and for an outstanding performance.

⁵ ELSA Turkey aimed at excluding applicants that were not trustful through a pre-application check-up and a confirmation letter of membership.

⁶ Only for the 2014/2015 term.

**JOSIE BEAL, Director for International Focus Programme of ELSA International
2014/2015****Communication**

Throughout this year, I have been available to ELSA officers who are interested in the IFP to assist them in answering their questions and supporting them in their commitment and work in relation to the IFP.

Media Law Handbook

The handbook was only recently updated and it is a comprehensive tool to support ELSA officers. I have not made any updates to it during my term due to it having been updated recently.

Implementation

We continued to use the 3 year implementation guide this year which has given more structure to the IFP and appears to be working well. General presentations were given on IFP at the ICM's. Overall, the statistics for this year show a good level of implementation for the IFP. Unfortunately, the statistics in relation to the submission of the IFP Project Reports are low (although they are slightly higher than last year). This is a common problem within the IFP, and ELSA in general. We can see from the SotN and Activity Reports that more IFP events have been organised than those that have been reported. I would encourage all ELSA Groups to review their processes for submitting the IFP Project Report and to try and ensure that they are accurately reporting events. The evaluation system should allow us to keep track of the levels of IFP implementation but the way that it is currently used is not working effectively. The network is encouraged to retrospectively submit IFP Project Reports.

IFP Partnership

This was my main focus during my term. I researched potential contacts and discussed them with Marko before selecting contacts to approach. We managed to establish good links with the Centre for Socio-Legal Studies (CSLS) at Oxford University in the UK. Armin met with our contact when he was in the UK and the meeting appeared to be promising. We prepared paperwork based on Armin's meeting with CSLS, but unfortunately since then they have appeared to rethink their position in terms of supporting the IFP, primarily because they are concerned about supporting a publication (the Final IFP Publication) and not having any control over it. I have tried very hard to rectify this but unfortunately we do not seem to be able to progress things further at this stage.

IFP Promotion

I would still encourage ELSA groups to use the Media Law logo and the #ELSAMediaLawFocus in relation to anything connected to the IFP (events, sharing articles on social media etc.). This adds credibility to the project and an element of cohesion between the Network. I have seen the

hashtag being used which is very positive. It would be good to increase this further during the final year of the Media Law topic.

New Topic Strategy

I am also discussing how best to implement a strategy for the selection of the new IFP topic which will be elected in ICM Batumi.

A call for topics was issued for the new IFP topic and proposals were submitted accordingly. We would like to thank those that submitted proposals. The International Board selected three potential topics: Environmental Law, International Humanitarian Law and Migration Law.

The call for a Working Group on IFP Topics was sent out on 27 July 2015, and the Working Group has now been selected. The Working Group has been preparing reports on the potential IFP Topics for discussion and selection at ICM Batumi.

General comments

This year appears to have been a good year in terms of IFP contributions. We had the Mid-IFP Conference in Zagreb which was a great success and we celebrated 20 years of the IFP in Synergy, including an interview with Martin Fink and Julian Vassallo who were members of the International Board when the IFP was first implemented.

It is unfortunate that we have not been able to secure an IFP Partner, however a great deal of effort was put into trying to make this happen. It may be difficult to obtain a partner for Media Law during the last year of the topic, and therefore the new Director for IFP, or IFP Team may wish to focus their efforts on finding solid partnerships for the new IFP Topic so that they can benefit from the partnerships throughout the 3 year period.

It is also unfortunate that the IFP evaluation system continues to be underused by the network, however we understand that this is a widespread problem. As part of implementing the new IFP Project, the IB or the New Director for IFP, or IFP Team, may wish to consult with the National and Local Groups to see if there is a way to improve upon this or perhaps change the method or style of evaluation.

Overall, Media Law continues to be an interesting and successful IFP Topic and I have been impressed by the wide range of events organised by the network. I would encourage the network to keep this up next year, despite the imminent introduction of the new topic, so that a very successful IFP topic can end on a high.

**CLAUDIO GRIECO, Director for Human Resources in STEP of ELSA International
2014/2015****Communication**

During my term the communication was going in two different directions: the vertical one with Dariia Oliinyk and the horizontal one with my colleague Robert Vierling. The communication with both of them has always been great. We used different means of communication: email, Facebook, skype and sometimes the personal phone as well. In this way, it was possible to have an exchange of ideas and information, not only during the matching period but also for the rest of the term.

Matching Procedure

The period of matching was definitely the fuller and more complicated period. I had a great responsibility in order to work very well for the benefit of STEP area and the whole network. I was very happy to work with Dariia and Robert because I consider them two reliable colleagues. During the matching procedure there were no precise working hours (I often worked at night) but we just set our internal deadline to present the results. Dariia as VP STEP of EI was always present and available to provide clarifications or assistance. I am very pleased with the new digital interface (a very clear and smart table) that it speeds and simplifies our work because it already make an initial selection of suitable candidates. The traineeships available in the past year were many. In order to publish the results as soon as possible and, at the same time to work well, we shared between us all the countries in the newsletter equally and none of us has been working on the native nation (to work in a transparent way). I am sure that I and other two "STEP matchmakers" have done a great job.

Personal Consideration

Coming from a country with many traineeships in newsletter, I used to work with so many numbers. It was not surprising for me to be buried in the applications. I want to clarify, however, that the main authors of STEP Goals during my term have been two: the teamwork and the digital organization of the matching procedure. In fact thanks to the collaboration with my colleagues the job was certainly clear and organized. Moreover, thanks to the new interface that reports us directly "applications not suitable", the results was published - almost all - by the deadline. In conclusion my opinion is very positive and it was an honor for me to put my skills at the service of our great Association.

PATRICK ZISCHECK, Assistant for Institutional Visits and Study Visits of ELSA International 2014/2015

After my appointment in September 2014, I started my work with an introductory Skype meeting with the VP S&C Marko Dolenc to talk about his ideas for the areas of Institutional Visits and Study Visits. We exchanged our ideas, had a brainstorming together and I got my tasks.

Institutional Visits

In the area of Institutional Visits I gave some support to local officers and national officers by email when they contacted me and asked for information.

Also, I did the layout for the IV handbook that was prepared by the Working Group in the previous term in office. I have improved it with minor changes and it was possible to publish it in March 2015.

A long time project of mine was the introduction of the Institutional Guide. It is an online guide where officers can find information about institutions in all member countries which are sorted by cities. Therefore I have worked on the layout of the homepage and have published it. In addition to the homepage, I published the form where officers can give information about institutions they visited and which can be included in the Guide.

Study Visits

In the area of Study Visits I was also providing support to local and national officers that was mostly related to how to use the Study Visit General Agreement or how much time does the organisation of a Study Visit take.

Another big part of my work was the update of the Study Visit Guide which I developed in my last term 2013/2014 with the VP S&C Ana Roce. There was the need to change the form from LimeSurvey to GoogleDocs because we do not have the LimeSurvey on our own servers and so there would be some costs for it. Also, because an update needs a lot of time, I started to work on the new Study Visit Guide which is easier to update. It was presented and also published during the ICM in Cluj-Napoca. Now it became its own portal, includes Q&A session, the map of all participating countries (including ALSA, DLSA and ILSA) and also the search field as my favourite feature where people can search for the most feasible periods, countries, etc. I am very thankful for the help I have received from the IT team member Alexander Rindö.

I wrote the new short manual "Study Visits in 4 minutes" which was presented in Bodrum and was published few days later. The local officers can find all relevant information in it on how to organize Study Visits and what is important to know about it.

Additionally, I updated the Study Visit Handbook because there were some new tools etc. which had to be included and old information need to be updated.

Miscellaneous

Throughout the year I had a several Skype meetings with the VP S&C Marko Dolenc to update him about status of my work. Also, I tried always to assist him when he needed me to do some extra tasks like layouting handbooks etc. Apart from lay outing the handbooks for IV's, SV's, I also did a layout for ELSA Law Schools Handbook.

Marko and I also talked about how to make the Study Visit General Agreement more practical for the officers and also what should be done with it. So we decided to implement it in the workshop for Institution Visits and Study Visits for the ICM Cluj-Napoca where we wanted to find a solution. Sadly, it did not bring any desired results.

I administrated the received evaluations for Institutional Visits and Study Visits and prepared statistics which we presented also in Cluj-Napoca.

While the year was coming to its end, I worked on the translation of the "Transition Checklist", the tool which originates from my time as a German national VP, when I also updated it. After it was ready, Marko presented it during ICM and has published it on the Officers' Portal.

In addition to general SV and IV transition sessions which Marko has provided, I had a short transition with Matej Sadloň after the TBBQ where I gave a short overview of my work and explained him how to work with the Study Visit Guide.

Final words

I had an amazing time with all of you and I hope my tools will help you in the future years. A very big thank you goes to Ana and Marko which gave me the possibility to work for two years with them for you!

**GUILLERMO ANDRÉS ALBEROLA, Assistant for Law Schools of ELSA International
2014/2015**

Following my previous Activity Report, at ICM Cluj-Napoca, I had a workshop on Law Schools together with Marko Dolenc, previous VP S&C of ELSA International. I presented the outcome of the Working Group on Unification of Summer Law Schools, which included a proposal of amendment for the Decision Book. There was a long discussion on the new aspects of the proposal, such as the new fee system or the new powers granted to ELSA International. This proposal also included the creation of a section for ELSA Law Schools and a new Annex. Finally, it was approved by the Council as it was broadly accepted the need for a new framework due to the increase in the number of events.

After the ICM, I continued with my task of assisting all Organizing Committees on anything they could require. Some of them had problems out of their control that did not allow the organization of all planned SLS this year. The final number for 2015 is 33 SLS in 21 different countries, which is still a great increase from previous years. They cover from the first week of July to the third week of September.

I also kept gathering information from the OCs in order to update the Law School webpage with as much useful information as possible. Despite the difficulties to contact with some of them, the collection of the data has been a success in general, providing potential applicants with the useful information about the events. We tried to follow a weekly update policy that has proven to be quite successful, as it made the job easier for both us and the organizing groups. As for last year, the webpage has been the most important tool for promotion of SLS, being essential to draw attention for this project.

Other of my responsibilities is to deal with all doubts and questions raised by both ELSA members and non-members interested in our Law Schools. As during the first half of the term, this has been maybe the most time consuming part of my activity. In fact, this was a good way of checking the impact of our promotion strategy, as the number of queries raised during promotion and application months.

Lastly, during summer I kept an eye on the social media visibility of the different SLS. I also tried to be available for any last minute request. In July I worked with Marko and the newly elected VP S&C, Matej Sadloň, in the new ELSA Law Schools Evaluation Form. We tried to update the previous one, focusing on clarity and the essential information required. As the events passed, I focused on evaluation itself, reminding all OCs about the importance of this concept for the organization and quality of future events.

ŠÁRKA DIMITRIADISOVÁ, Assistant for STEP Regional Development of ELSA International 2014/2015

My duties as a Regional Coach were to provide enough information and tips to help develop and improve the STEP area in the respective countries. I had the pleasure of working with Austria, Cyprus, Estonia, Hungary, Malta, Slovakia and Slovenia. After the beginning of the Second cycle, the group expanded also to Bosnia and Herzegovina and Turkey.

We began our cooperation with a Skype meeting where I got acquainted with the current situation and challenges the officers faced. Together we came up with possible solutions or new ideas to be implemented. With each country we held at least two Skype meetings - at the beginning of each Cycle. For the Job hunting the focus was on finding new potential partners (for example by checking the ones in the Newsletter) with established cooperation in other countries or by researching the big subjects with potential and capacity for a foreign trainee and examine if all the employers from the previous years were approached. For the Student hunting we took a look on various promotional tools that can be used to attract as many applicants as possible. Besides the online meetings I was of help with the occasional general questions or with keeping the officers on track with the latest developments in STEP like with the recently implemented Online applications. Towards the end of the term, we also managed to do a brief evaluation of the accomplished achievements.

I would like to thank all of the National STEPers I've worked with for the work they have put in and the open and welcoming attitude they granted me with. It was a sheer pleasure to have the opportunity of facing the STEP challenges with you and I am convinced we strengthened our beloved area. I would also like to thank my dear colleagues from the International team and Dasha for the opportunity and guidance when needed. It was an awesome year that gave me a lot of amazing memories to cherish.

STEFANIA-DESPOINA EFSTATHIOU, Assistant for STEP Regional Development of ELSA International 2014/2015**Job & Student Hunting**

In these last months, from ICM Cluj-Napoca and on, the work of my coaching countries and me was mainly focused on promoting even more the Traineeships and on Student Hunting, since the 2nd cycle had already started! I accomplished to have a superb communication with all of them- Bulgaria, Italy, Spain, Portugal, Romania, Serbia- to which of course two more were added - Ukraine and Georgia. Again, respective Recognition Certificates in the necessary cases were sent to the respective officers.

Since most of my countries did well in the 1st cycle, with some of them even breaking records, like Romania and Italy, the motivation continued at the highest levels!

The Traineeships offered in the 2nd cycle: 10 in Italy, 1 in Spain, 4 in Portugal, 13 in Romania, 8 in Georgia and 1 in Ukraine. I must admit that despite the result, Serbia and Bulgaria tried very hard to spread the word and succeeded in that; I am very optimistic for the future!

Working Groups

Regarding the working groups, I participated in the WG for Finances in STEP, conducting a SWOT analysis on different penalty systems together with my colleague Ms. Tetiana Grudinina, who I thank for the wonderful cooperation we had, and in the WG for Updating the Handbook, where I was the Vice- Head together with Ms. Šárka Dimitriadisová who was the Head of the WG. Using this occasion, I also want to thank Ms. Dimitriadisová for our great cooperation and the ladies of my supervising groups in this working group, Ms. Fejir Ugurlu, Ms. Oksanka Tykhov's'ka, Ms. Eleftheria Chanielaki and Ms. Maria Monica Bataraga for the great work they performed.

After finalizing the work for the STEP Handbook, it was sent to the VP STEP of ELSA International so as to be released. In regards to the SWOT analysis on different penalty systems, I had a presentation in the joint WS of STEP & FM at the ICM Cluj-Napoca, where we had, afterwards, rounds of discussion.

Miscellaneous

In the beginning of the term 2015-2016, since our term as Assistants for STEP Regional Development ends late September, I had the task to prepare the "field" for the next coach of my countries and to get in touch with the new Vice Presidents for STEP in each case.

All in all, it's been a wonderful year and I can only say that I am a very blessed coach to have such active and motivated officers as colleagues. I want to thank each and one of them for their level of professionalism and their great work! I will be always proud of them!

ALYONA LITVINOVA, Assistant for STEP Regional Development of ELSA International 2014/2015

During ELSA term 2014/2015 I have had 10 coaching countries: Azerbaijan, Croatia, Germany, Iceland, Lithuania, Poland, Sweden, The Netherlands, Belarus and United Kingdom. I have had Skype conversation with them, and continuous contact through e-mail and Facebook. My involvement was mostly being a person outside their National Group to discuss STEP ideas and plans with. Of course, STEP has different level of development in different ELSA groups, therefore officers needed different level of attention.

Before the term ended I have had final conversations with my coaching countries. All of them seemed confident that coaching system in STEP provided by ELSA International is a resource for National officers, which they like having a freedom of how often they use it.

I have also assisted Dariia Oliinyk and Directors for Human Resources in STEP during matching in checking that the system works and filling out data needed for the programme to run.

Coaching System in STEP is a good tool for National Officers which I am glad to see still being part of ELSA International's focus.

MARKUS FRIEDRICH HAWICKENBRAUCK, Assistant for STEP Regional Development of ELSA International 2014/2015

In the first weeks of my year in office I was busy with contacting every VP STEP of the national groups I was responsible for. The national groups were the following: Denmark, Finland, France, Greece, Ireland, Macedonia, Luxembourg and Switzerland. Albania and Latvia were also part of my work later in the year. In October 2014 I took part in the ICM in Bodrum to meet some of my national VP STEPs personally and to strengthen my own knowledge.

After contacting every VP STEP or the national president, I figured out what the specific problems were. There was a common problem to most of my groups: because often the economic situation in the country was not the best one, only big companies pay for a trainee or have own traineeship programmes. So many local employer do not. Some national VP STEP had the idea to allow unpaid traineeships to face this problem, but only for well-known NGO's because these share our values. The essence of these discussions were forwarded to the VP STEP International.

I supported the national VP STEPs with knowledge and ideas. It was interesting to see that the reactions to my work were very different. Some national VP STEPs made clear that they have a lack of interest in having an assistant, but other VP STEPs often used this tool to get better results, especially in developing the national knowledge management. I kept contact with them in form of Skype meetings or email to supervise them regarding JH and SH.

In addition to that, I always had an eye on the tasks that came from Brussels. In November 2014 we got a task to inform our national groups about a traineeship from ELSA International that had a very short application period. I informed the VP STEPS of French-speaking groups (France, Belgium) and groups with a large French-speaking minority (Switzerland, Luxembourg).

I presented the new STEP internal interface and the new online TSF to my groups and answered questions about how to handle it.

In February 2015 I travelled to Switzerland to give a STEP-Workshop together with their national VP STEP at their NCM in Fribourg. We had 8 participants and talked a lot about different aspects of STEP. It was nice that the participants were from many different local groups. They were very interested and I hope sensitizing them was mostly successful. In addition to that, I gave a small presentation to the plenary trying to reach also the presidents and Secretaries Generals of the Local Groups.

On behalf of the new VP STEP International, I informed every national group at the end of my term that the system of assistants will continue, but with a new contact person. I thanked for the common work in the past and wished every new National VP STEP good luck.

PROPOSALS

THE INTERNATIONAL BOARD

Standing Orders amendment concerning article 2

The International Board is proposing the following to the Council:

Members and Observers

Article 2 – Application for Membership and Observership

2.1 Any application for Membership, direct Membership or Observership as referred to in Articles 5, 6 and 7 of the Statutes must be submitted to the International Board at least 35 days prior to opening of a Council Meeting.

The International Board shall send a reminder to all Observers of ELSA at least 50 days prior to the opening of a Council Meeting where the Observer has the possibility to apply for Membership.

An application for Observership must include the documents referred to in Article 5 of the Statutes.

The written application referred in paragraph ii of Article 5 of the Statutes must include:

- (i) a declaration by means of which the applicant group expresses its commitment to the aims and activities of ELSA and its will to become an Observer;
- (ii) a report stating by whom the state of the organisation that is applying for Observership is recognised.

An application for Membership must include the documents referred to in Article 6 of the Statutes.

An application for direct Membership must include the documents referred to in Article 6 (ii), (iii) and (iv) of the Statutes.

The written application referred in paragraph ii of Article 6 of the Statutes must include:

- (i) a declaration in which the applicant group expresses its commitment to the aims and activities of ELSA and its will to become a Member;

- (ii) a report stating the applicant group's activities during its period as an Observer or its period as a Local Group/group of Local Groups;
- (iii) a report on the organisational structure of the Observer or Local Group/group of Local Groups that is applying for Membership, including guarantees for continuity;
- (iv) a report stating by whom the state of the organisation that is applying for Membership is recognised.

Commentary:

The Observers are rarely aware of the procedural facts and deadlines regarding the application for Membership. Eventually, it is the responsibility of the President of ELSA International to remind the Observers about their chance to apply for full Membership, and adding this obligation to the regulations will raise awareness of this responsibility.

Standing Orders amendment concerning article 7

The International Board is proposing the following to the Council:

The Council

Article 7 – Council Meeting Voting Procedure

7.2 Secret Voting

Voting in Council shall be carried out by written and secret vote (ballots sheets according to article 7.4 of these Standing Orders) whenever there is an election, an observership application, a membership application, demotion, expulsion, relief of responsibilities or any one voting delegate requests a secret vote. In all other cases voting in Council shall be carried out by a show of hands.

Whenever secret voting takes place, the counting of votes shall be conducted publicly by ~~the Chair~~ and the ~~tellers~~ Tellers. ~~The Chair presents the ballot sheets themselves to the Tellers, who shall count the votes cast in the following way, and write each of the results down in two copies:~~

- a. the sum of all votes in favour,
- b. the sum of all votes against,
- c. the sum of all abstentions,
- d. the number of invalid ballot sheets,

Invalid ballot sheets are deducted from the total amount of votes used to determine the majority.

The Tellers, then, forward one copy of the results to the Chair, who announces the result to the Council.

Only one delegate per each national group is allowed to be present in the room during the counting of votes. The delegates allowed to watch the counting of the votes have to stay in silence and cannot disturb the counting procedure.

Commentary:

Currently, the order of the counting for secret voting procedures is nowhere regulated, and especially the distinction between invalid votes and votes against or abstentions is missing. Furthermore, whether invalid votes should affect the majority was not regulated before. If this

proposal is accepted by the Council, invalid votes will no longer be taken into consideration. Moreover, the roles of the Chair and the Tellers are more clearly separated, so that the actual checking of the ballot sheets and the determination of what a ballot sheet states or of whether it is invalid is done by the Tellers.

Standing Orders amendment concerning article 17

The International Board is proposing the following to the Council:

The International Presidents' Meeting

Article 17 – Procedure of the International Presidents' Meeting

17.5 Election

The Council shall elect a Presidents' Meeting host responsible for the practical organisation of the Presidents Meeting.

The election of the winter Presidents Meeting shall take place at the ~~spring~~ autumn Council Meeting and the election of the summer Presidents' Meeting shall take place at the ~~autumn~~ spring Council Meeting. If no host is elected for the Presidents' Meeting at the respective Council Meeting, the election shall take place at the following Council Meetings, until a host is elected.

An election of a Presidents Meeting host shall be taken by means of an absolute majority of votes.

Commentary:

Bearing in mind the last clause of article 17.4 of the Standing Orders, according to which no IPM host can be elected more than eighteen months before the IPM in question, as well as taking into consideration the dates when an IPM can take place, as specified by article 17.1 of the Standing Orders, we have noticed that the period of time granted by the Standing Orders for the election of an IPM host is limited by themselves in the current edition of article 17.5.

For a better understanding of the situation, please go through the following images.

Please note that:

Blue	indicates the ICM when the election of the IPM host is going to take place.
Green	indicates the IPM whose host is going to be elected.
Red	indicates the IPM whose host is going to be elected.

Moreover, the numbers over the months indicate how many months after the ICM in question is each of the months.

The explanation is structured as follows:

1. Depiction of the current status, and then
2. Depiction of the proposed status.

A.1

Election of the winter IPM at the spring ICM in March (current provision)				
Spring ICM March	1 April	2 May	3 June	4 July
5 August	6 September	7 October	8 November	9 December
10 January	11 February	12 March	13 April	14 May
15 June	16 July	17 August	18 September	19 October

Election of the summer IPM at the spring ICM in March (proposal)				
Spring ICM March	1 April	2 May	3 June	4 July
5 August	6 September	7 October	8 November	9 December
10 January	11 February	12 March	13 April	14 May
15 June	16 July	17 August	18 September	19 October

A.2

Election of the winter IPM at the spring ICM in April (current provision)				
March	Spring ICM April	1 May	2 June	3 July
4 August	5 September	6 October	7 November	8 December
9 January	10 February	11 March	12 April	13 May
14 June	15 July	16 August	17 September	18 October

Election of the summer IPM at the spring ICM in April (proposal)				
March	Spring ICM April	1 May	2 June	3 July
4 August	5 September	6 October	7 November	8 December
9 January	10 February	11 March	12 April	13 May
14 June	15 July	16 August	17 September	18 October

B.1

Election of the summer IPM at the autumn ICM in October (current provision)				
Autumn ICM October	1 November	2 December	3 January	4 February
5 March	6 April	7 May	8 June	9 July
10 August	11 September	12 October	13 November	14 December
15 January	16 February	17 March	18 April	19 May

Election of the winter IPM at the autumn ICM in October (proposal)				
Autumn ICM October	1 November	2 December	3 January	4 February
5 March	6 April	7 May	8 June	9 July
10 August	11 September	12 October	13 November	14 December
15 January	16 February	17 March	18 April	19 May

B.2

Election of the winter IPM at the spring ICM in April (current provision)				
1 March	2 Spring ICM April	3 May	4 June	5 July
6 August	7 September	8 October	9 November	10 December
11 January	12 February	13 March	14 April	15 May
16 June	17 July	18 August	19 September	20 October

Election of the summer IPM at the spring ICM in April (proposal)				
1 March	2 Spring ICM April	3 May	4 June	5 July
6 August	7 September	8 October	9 November	10 December
11 January	12 February	13 March	14 April	15 May
16 June	17 July	18 August	19 September	20 October

Council Meeting Decision Book amendment concerning the section “International Focus Programme” of the General Part (GEN 02/12 IV)

The International Board is proposing the following to the Council:

International Focus Programme

5. IFP Topic

- 5.1 The topic of the IFP, with duration from the 1st of August 2013 until the 31st of July 2016, shall be the following:

“Media Law”

~~The duration is 1st August 2013 until 31st July 2016.~~

- 5.2 Recommended approach for the 3-years implementation cycle is:

1st year

Main Focus: Preparing basics. Raising awareness about Media Law.

Recommended sub-topic: Media Law, Human Rights & Internet

2nd year

Main Focus: International projects

Recommended sub-topic: Telecommunication and Digital Communication

3rd year

Main Focus: Evaluation Year. Preparation to the new IFP topic.

Recommended sub-topic: Print Media

Focus Areas:

- Officers on all levels shall strive to raise interest in the topic and academic knowledge about Media Law.

- Officers on all levels are recommended to develop a plan of the 3-years implementation for the respective ELSA group as well as making evaluation of each year of implementation with analysis and further needed plan changes to secure the continuity and better implementation.
- Officers on all levels shall endeavor to build a long-lasting partnerships and to develop a strategy to maintain and improve partnerships of former IFP topics, even after the introduction of the new IFP topic.
- The Network shall seek to increase the number and quality of international and national IFP projects.

5.3 The final outcome of the implementation of the Media Law topic will be a Final IFP Conference and IFP Almanac. All projects will reflect the work done by the Network during 3 years implementation and will include the most discussed topics. ELSA International is responsible for coordinating the realization of the final IFP results.

5.4 The topic of the IFP, with duration from the 1st of August 2016 until the 31st of July 2019, shall be the following:

“Environmental Law”

Commentary:

The topic of “Environmental Law” has been selected after its correct submission, according to the deadline and criteria communicated in the call for new IFP topics. It has been the subject of research for a Working Group that elaborated an Input Paper, which is included in these Working Materials.

The decision upon this proposal will be taken by a secret vote during the Final Plenary. The Working Groups will present their results during a Joint BEE, AA, S&C and STEP Workshop.

Council Meeting Decision Book amendment concerning the section “International Focus Programme” of the General Part (GEN 02/12 IV)

The International Board is proposing the following to the Council:

International Focus Programme

5. IFP Topic

- 5.1 The topic of the IFP, with duration from the 1st of August 2013 until the 31st of July 2016, shall be the following:

“Media Law”

~~The duration is 1st August 2013 until 31st July 2016.~~

- 5.2 Recommended approach for the 3-years implementation cycle is:

1st year

Main Focus: Preparing basics. Raising awareness about Media Law.

Recommended sub-topic: Media Law, Human Rights & Internet

2nd year

Main Focus: International projects

Recommended sub-topic: Telecommunication and Digital Communication

3rd year

Main Focus: Evaluation Year. Preparation to the new IFP topic.

Recommended sub-topic: Print Media

Focus Areas:

- Officers on all levels shall strive to raise interest in the topic and academic knowledge about Media Law.

- Officers on all levels are recommended to develop a plan of the 3-years implementation for the respective ELSA group as well as making evaluation of each year of implementation with analysis and further needed plan changes to secure the continuity and better implementation.
- Officers on all levels shall endeavor to build a long-lasting partnerships and to develop a strategy to maintain and improve partnerships of former IFP topics, even after the introduction of the new IFP topic.
- The Network shall seek to increase the number and quality of international and national IFP projects.

5.3 The final outcome of the implementation of the Media Law topic will be a Final IFP Conference and IFP Almanac. All projects will reflect the work done by the Network during 3 years implementation and will include the most discussed topics. ELSA International is responsible for coordinating the realization of the final IFP results.

5.4 The topic of the IFP, with duration from the 1st of August 2016 until the 31st of July 2019, shall be the following:

“International Humanitarian Law”

Commentary:

The topic of “International Humanitarian Law” has been selected after its correct submission, according to the deadline and criteria communicated in the call for new IFP topics. It has been the subject of research for a Working Group that elaborated an Input Paper, which is included in these Working Materials.

The decision upon this proposal will be taken by a secret vote during the Final Plenary. The Working Groups will present their results during a Joint BEE, AA, S&C and STEP Workshop.

Council Meeting Decision Book amendment concerning the section “International Focus Programme” of the General Part (GEN 02/12 IV)

The International Board is proposing the following to the Council:

International Focus Programme

5. IFP Topic

- 5.1 The topic of the IFP, with duration from the 1st of August 2013 until the 31st of July 2016, shall be the following:

“Media Law”

~~The duration is 1st August 2013 until 31st July 2016.~~

- 5.2 Recommended approach for the 3-years implementation cycle is:

1st year

Main Focus: Preparing basics. Raising awareness about Media Law.

Recommended sub-topic: Media Law, Human Rights & Internet

2nd year

Main Focus: International projects

Recommended sub-topic: Telecommunication and Digital Communication

3rd year

Main Focus: Evaluation Year. Preparation to the new IFP topic.

Recommended sub-topic: Print Media

Focus Areas:

- Officers on all levels shall strive to raise interest in the topic and academic knowledge about Media Law.

- Officers on all levels are recommended to develop a plan of the 3-years implementation for the respective ELSA group as well as making evaluation of each year of implementation with analysis and further needed plan changes to secure the continuity and better implementation.
- Officers on all levels shall endeavor to build a long-lasting partnerships and to develop a strategy to maintain and improve partnerships of former IFP topics, even after the introduction of the new IFP topic.
- The Network shall seek to increase the number and quality of international and national IFP projects.

5.3 The final outcome of the implementation of the Media Law topic will be a Final IFP Conference and IFP Almanac. All projects will reflect the work done by the Network during 3 years implementation and will include the most discussed topics. ELSA International is responsible for coordinating the realization of the final IFP results.

5.4 The topic of the IFP, with duration from the 1st of August 2016 until the 31st of July 2018, shall be the following:

“Migration Law”

Commentary:

The topic of “Migration Law” has been selected after its correct submission, according to the deadline and criteria communicated in the call for new IFP topics. It has been the subject of research for a Working Group that elaborated an Input Paper, which is included in these Working Materials.

The decision upon this proposal will be taken by a secret vote during the Final Plenary. The Working Groups will present their results during a Joint BEE, AA, S&C and STEP Workshop.

Council Meeting Decision Book amendment concerning the section “Jurisdiction Working Group” of the General Part (GEN 01/14 V)

The International Board is proposing the following to the Council:

Jurisdiction Working Group

1. Working Group

- 1.1 Within 14 days of the coming into force of this proposal, the International Board shall issue a call for a Working Group on the topic of the Jurisdiction of ELSA International.
- 1.2 The Working Group shall start with the required or necessary work and/or required or necessary steps in relation to the transfer of the domicile of ELSA International to Switzerland and its jurisdiction as soon as possible.
- 1.3 The Working Group is constellated by the decision of the Assistant for Jurisdiction of ELSA International in compliance with the International Board on their own and sole discretion. Persons with specific knowledge in relation to the working group’s purpose and from the involved countries i.e. Switzerland, Netherlands and Belgium should be part of the Working Group. ~~The Assistant appointed for this position by ELSA International shall be a member of this Working Group.~~ ELSA International can appoint as Assistant for Jurisdiction only a person that is already an incumbent member of the respective Working Group, so that continuity of the work is guaranteed. The International Board should also nominate one of its own members as member of the Working Group.
- 1.4 The International Board provides the required power of attorney in connection with the above mentioned purpose of the Working Group to members of the Working Group and third parties on its own discretion on request of the Working Group, if required, for information purpose, negotiations, signature of contracts and further purposes and documents.
- 1.5 The Working Group shall present the actual status of its work each following International Council Meeting and present a final application to the International Council Meeting when a binding decision regarding the change of statutes seems appropriate in relation to the purpose of the Working Group; latest at the ICM ~~Malta~~ Coimbra in ~~Spring~~ autumn 2016.

Commentary:

The Working Group is unable to proceed with the tasks undertaken before a decision regarding the taxes is made. Therefore, it is asking for another extension of the deadline. Furthermore, this proposal clarifies a passage that was ambiguously worded when the original decision was drafted and approved, even though its meaning was always clear from the discussions.

Council Meeting Decision Book amendment concerning the section “Information Technology” of the Internal Management part (IM 01/12 III)

The International Board is proposing the following to the Council:

Information Technology

2. ~~ELSA International website template~~ Website hosting

- 2.1 Upon request ELSA International shall provide groups with ~~a website template~~ and the possibility of hosting the finished website under a subdomain of elsa.org.
- 2.2 Groups are entitled to technical assistance of ELSA International regarding the ~~website template~~ hosting of the website under a subdomain of elsa.org.

Commentary:

As of today, ELSA International is hosting two ELSA Groups under the subdomain of elsa.org. However, ELSA International cannot provide any group with the website template due to the contract with the template provider. In order to avoid any confusion, we suggest this proposal to the Council.

Council Meeting Decision Book amendment concerning the section “The ELSA Development Foundation” of the Financial Management part (FM 01/06 II)

The International Board is proposing the following to the Council:

The ELSA Development Foundation

6. Application Procedure

6.1 Application Form

6.1.1 Every EDF applicant is to fill out their respective EDF Application Form which will be provided to the applicant by ELSA International upon request.

6.1.2 The application shall contain the following information:

- (a) general information about the applicant;
- (b) one selected mode of support;
- (c) description of the event/activity;
- (d) estimation of influence of the grant on the situation of the group;
- (e) description of the situation of the applicant;
- (f) budget of the event/activity detailing the amount requested from the EDF.

6.2 Timeline

6.2.1 The applicants shall submit the application form to the Board of Directors of EDF no later than three weeks before start of the event or activity they wish to seek funding for. While applying for the category B.1, application will be considered sent in time, if it is submitted no later than one week before the start of the event or activity.

6.2.2 Within two weeks of receiving the application, the Board of Directors shall take a decision on the submitted application, and shall communicate such decision to the applicant within two days of the date of the decision.

6.2.3 The Board of Directors may also, if it deems it fit to do so, and before taking a decision on the application, ask the applicant to re-write the application form, stating the areas which are lacking or which need to be improved. The re-written application will be evaluated as if it were an original application. In this case, the timeline requirements under article 6.1 shall be dispensed with.

6.3 Exceptional Procedure

6.3.1 The Board of Directors may, upon evaluating the application against the Award Criteria under article 7, decide to grant the applicant an exception and accept a submission not sent in time, as required under article 6.2.1.

6.3.2 The Board of Directors shall not, under any circumstances, accept an application, which has been submitted later than two days after the period required under the timeline under article 6.2 has passed.

8. Payment Procedure

In order for an applicant to be paid the amount granted to it, it must comply with the following regulations:

8.1 Receipts

- (i) Within four weeks of the conclusion of the event or activity, the applicant shall submit the receipts relating to the event or activity for which the grant was awarded.
- (ii) The receipts submitted need not necessarily be originals, so long as they are copies of receipts issued by companies or competent authorities, with clearly legible dates, details and amounts. All payments made in other currency than Euro shall be supported with a conversion of the amounts into Euro with the currency rate of the date when the payment was made.
- (iii) The Board of Directors reserves the right to unilaterally exclude a receipt or receipts from the final payment if they fail to fulfil the requirements detailed under the previous sub-article.

8.2 Activity Report and Financial Report

- (i) Within four weeks of the conclusion of the event or activity, the applicant shall submit, ~~along with the receipts,~~ a detailed activity report of the event or activity organised or attended.
- (ii) The activity report ~~shall include information regarding the event or activity itself, the experiences of the persons present at the event or activity, and the multiplier effect that can be expected from the organisation or attendance of such.~~
- (iii) ~~The activity report shall also include the profit and loss account and balance sheet of the event or activity.~~ Within this period the applicant shall also submit a financial report, which will clearly determine, supported by the receipts meeting the criteria of article 8.1, the profit and loss statement of the event or activity.

- (iv) The Board of Directors reserves the right to unilaterally reject an activity report or a financial report if it has in their opinion failed to sufficiently fulfil the requirements detailed under the previous two sub-articles.
- (v) In such cases, the Board of Directors may, ~~if he or she it deems it fit to do so,~~ ask the applicant to re-write the activity report or the financial report, stating the areas which are lacking or which need to be improved, and providing a new deadline for submission of the amended report. The newly amended activity or financial report shall then be taken in as the ~~applicable~~ activity report, to the exclusion of the original.
- (vi) The Board of Directors may provide an applicant with a report ~~form~~ template to be filled. In this case the ~~form~~ template must be used for the report.

8.3 Procedure

- (i) Within four weeks of the accepting of ~~the receipts and the activity report~~ the activity report, the financial report and the receipts, the Board of Directors shall directly credit the relevant amount to the bank account of the applicant, based on the details submitted with the original application. In exceptional circumstances in which bank transfer is not reasonable the Board of Directors may pay the relevant amount in cash to the appointed representative of the applicant.
- (ii) If either the accepted ~~receipts or activity report~~ the activity report or the financial report or the receipts have not been submitted to the Board of Directors by the applicant within four weeks from the conclusion of the event or activity to which the grant relates, the grant awarded shall expire, and no claim for payment may be made in its regard thereafter.
- (iii) One week before the expiration of the grant, the Chairman of the EDF shall inform the applicant about the upcoming deadline to submit the activity report, the financial report and the receipts.
- (iv) The Board of Directors may extend the deadlines for providing the ~~Activity Report and the Receipts~~ activity report or the financial report or the receipts upon a valid and reasonable request of the applicant, which has been submitted to the Board of Directors before the expiration of the grant.

8.4 Amount credited

- (i) The maximum amount which will be paid out from the awarded grant shall be limited by the loss made by the applicant. An event or activity may never become profitable due payment of the awarded grant.
- (ii) If the Board of Directors has named a purpose to which the awarded grant shall be used and the expenses for this purpose are lower than the awarded grant, the Board of Directors may limit the credited amount to these expenses.
- (iii) Should the application be originally accepted one day late under the Exceptional procedure, the amount credited shall be limited to one half of the amount calculated under the points (i) and (ii) of this article.

- (iv) Should the application be originally accepted two days late under the Exceptional procedure, the amount credited shall be limited to one quarter of the amount calculated under the points (i) and (ii) of this article.

10. Administration of the Foundation

- 10.1 The financial year of the EDF is from the first day of August until the thirty-first day of July.
- 10.2 The Treasurer of ELSA International is responsible for the administration of the EDF and will be appointed as a Chairman of the EDF.
- 10.3 The Chairman of EDF shall prepare interim accounts to be presented to the Spring Council Meeting and final accounts to be presented for approval of the Autumn Council Meeting.
- 10.4. The Chairman of the EDF shall prepare a statistical report on the usage of the funds of the EDF from the start of his term as the Treasurer of ELSA International, and present it to the Council in the respective autumn and spring Council meeting. This report shall contain:
- (i) the incomes of the EDF, meaning the received yearly contributions to the EDF,
 - (ii) the types of events or activities, which were supported by the funds of the EDF,
 - (iii) the exact amounts credited to these events or activities,
 - (iv) the amounts initially granted to these events or activities.

The report shall be prepared based on the data as of 35 days before the opening of the upcoming Council meeting, and is to be included in the respective working materials.

The report shall not enable the identification of the beneficiaries of these funds, and is to be used for statistical purposes.

- 10.45 The Board of Directors can authorise the Chairman to independently make any decision regarding the application procedure except for the decision to grant an application according to article 6.2.2 of The ELSA Development Foundation section hereto. Such decision of the Chairman shall be duly numbered and documented.
- 10.56 Decisions of Chairman shall be evaluated in the following Board of Directors meeting. Board of Directors can withdraw the authorization of the Chairman at any time. Decision made so far by the Chairman shall not be affected by withdrawal of the authorization.

Commentary:

The proposal aims for minor technical changes in the structure of the EDF, before a complete overhaul which will be the result of the work of the Working Group on EDF Reformation. It consists of four changes by:

- adding a degree of flexibility by allowing the Board of Directors to, in exchange for a decrease in the amount credited to the applicant after successful final reporting and an overall assessment, accept late EDF applications,
- clarifying the reporting procedure by separating the reports into an activity report and a financial report,
- allowing the applicant an extension of the deadline for the submission of the activity report, financial report or receipts only if requested while still within due deadline, and
- obliging the Chairman of the EDF to provide the Network with a statistical report on the usage of the funds of the EDF from his/her respective term on both ICMs.

Council Meeting Decision Book amendment concerning the addition of a new section called “Financial Strategy of ELSA International” under the Financial Management part

The International Board is proposing the following to the Council:

Financial Strategy of ELSA International

1. Purpose of the Financial Strategy of ELSA International

- 1.1. The Financial Strategy of ELSA International (“Financial Strategy” hereinafter) shall be a tool of the financial management in ELSA International, complimentary to the Strategic Planning in ELSA.
- 1.2. Its purpose shall be to most efficiently meet the set of Strategic Goals adapted by the Council, and to ensure continuity in the financial management of ELSA International, in order to counter the negative effects of regular changes in the International Board’s composition.
- 1.3. Maintaining and adhering to the Financial Strategy shall be the responsibility of the Treasurer of ELSA International.
- 1.4. The Financial Strategy shall utilize the data gained through financial analysis of ELSA International’s financial statements for the past terms, in order to set forth guidelines for an optimal financial structure during the period of its implementation within its Focus part and Execution part for a period of three years.
- 1.5. The Focus part shall generally describe the fundraising focuses (grants, marketing, partnerships, membership fees etc.) and the expenditure focuses of the respective Financial Strategy.
- 1.6. The Execution part shall specify the Focus part on a technical level by determining the ratios, or individual amounts of the incomes or expenses stated. It shall also specify which key indicators are to be observed, and what measures should be taken should these indicators reach a certain level.

2. Working Group on Financial Strategy

- 2.1. The purpose of the Working Group on Financial Strategy shall be to undertake a financial analysis of ELSA International, and, in alignment with the gained insight, to create and present a Draft Financial Strategy proposal to the Council Meeting for approval.
- 2.2. The Working Group always comprises of:
 - (i) The President of ELSA International, who is to ensure alignment between the Draft Financial Strategy and the currently adopted Strategic Goals
 - (ii) The Treasurer of ELSA International, who is to provide the Working Group with his/her technical knowledge, relevant financial information about ELSA International, and with the accounting data necessary for the group to undertake the financial analysis.
- 2.3. The Working Group should additionally include of at least one professional non-ELSA member, or an ELSA alumnus experienced in the field of finances, who is not affiliated with the state of affairs within the Network at the point of drafting, in order to provide an independent and professional opinion on the contents of the Draft to the Working Group.
- 2.4. Upon formation, the working group votes on electing the Treasurer of ELSA International as its Chair by a simple majority. Should the Working Group not elect the Treasurer of ELSA International as its Chair, it shall elect a new Chair from amongst its members.
- 2.5. The Working Group is automatically dissolved after the closing of the spring Council Meeting of the term of its establishment.

3. Drafting procedure of the Financial Strategy

- 3.1. ELSA International shall issue an open call for a Working Group on Financial Strategy within the first two weeks of the term of the International Board during the last year of implementation of the ongoing Financial Strategy.
- 3.2. The Working Group shall create and present a Draft Financial Strategy proposal during the spring Council Meeting for approval.
- 3.3. The Draft Financial Strategy shall, no later than 15 days before the end of the spring Council Meeting's proposal submission period (Article 5.2. of the Standing Orders) be:
 - (i) sent out to both the Treasurers' and Presidents' mailing lists and to the Auditors of ELSA International for comments, and
 - (ii) submitted as a proposal to the International Board.

- 3.4. The Working Group shall receive comments on the Draft Financial strategy by the end of the official period for the spring Council Meeting proposal submissions, as stated in article 5.2 of the Standing Orders.
- 3.5. In case it accepts the comments received as valid changes, it shall amend its proposal accordingly, and inform the International Board and the Auditors of ELSA International about the changes and their reasoning.

4. Implementation procedure of the Financial Strategy

- 4.1. The Draft Financial Strategy shall be adopted during the last term of the ongoing Financial Strategy by a simple majority of the Council for a period of three years.
- 4.2. Should the Council not accept the Draft Financial Strategy, the implementation of the current Financial Strategy continues until a new Financial Strategy is approved by the Council. ELSA International shall in this case issue a new call for a Working group in accordance with the article 3 at the start of the next term.

5. Provisional changes of the Financial Strategy

- 5.1. Should the financial situation of ELSA International change so significantly, that it would not be reasonable to continue with the implementation of the current Financial Strategy, the Treasurer of ELSA International, based on the decision made by the International Board, shall provide the Auditors of ELSA International with a reasoned explanation of the situation, and request an approval of Provisional changes.
- 5.2. Should the Auditors not confirm the receipt of the request within 3 working days after it has been sent, it is presumed that they have successfully received it.
- 5.3. The Auditors shall evaluate the request within 10 days of its receipt, and may, should they deem the requested Provisional changes justified, unanimously decide to grant the Treasurer of ELSA International permission to adjust the Financial Strategy accordingly.
- 5.4. Should the Auditors not respond to the request within the evaluation period under article 5.3., it is presumed that the permission has been granted.
- 5.5. The Auditors may, within the evaluation period stated under article 5.3., request further information or documentation, should the provided prove insufficient for a qualified decision. In this case, a new evaluation period of the same length begins upon the receipt of the requested information. This further requesting is only possible once for each

- respective Provisional change request, unless the Treasurer of ELSA International agrees otherwise.
- 5.6. Should the Provisional changes be granted, the Treasurer of ELSA International shall present a summary of the changes for approval at the first upcoming Council Meeting.
- 5.7. The Council votes on the approval of the provisional changes by a simple majority.
- 5.8. Should the Council not approve the Provisional changes, the Financial Strategy previously implemented overrules the provisional changes, and it is not possible to request a revision from the Council on the same matter again until the next Council Meeting.
- 5.9. Should the Auditors decide not to grant the Treasurer of ELSA International's Provisional Change request, he/she may still, at the first upcoming Council Meeting, propose such changes to the Council which votes on the proposal with an absolute majority.

6. Role of Auditors of ELSA International

- 6.1. The Auditors of ELSA International shall:
- (i) Provide the Working Group with their comments on the Draft Financial Strategy,
 - (ii) Confirm to the Treasurer the receipt of the request for Provisionary changes,
 - (iii) Evaluate the International Board's compliance with the Financial Strategy, and state their findings within all Auditors's reports.
 - (iv) Evaluate any intended revisions of the Budget of ELSA International to determine whether it follows the implemented Financial Strategy, and provide their comments along with the revision proposal.

7. Evaluation of the Implementation of Financial Strategy

- 7.1. After the second year of the Implementation period, the Treasurer of ELSA International, whose term has ended, shall prepare an Evaluation of the Financial Strategy's Implementation period, starting from the next day after it has been approved in the respective Council meeting until the last day of their term in office.
- 7.2. Within the Evaluation, he/she shall summarize the factual situation during the Implementation period against the targets stated within the Focus and Execution part of the Financial Strategy, and include all of the Auditor's findings under article 6.1 regarding this Implementation during its period.

- 7.3. The Treasurer of ELSA International, whose term is the last year of the Implementation period provides, upon request, the necessary compliance and documents to the Treasurer performing the Evaluation.
- 7.4. The Evaluation shall be finished at least 10 days before the end of the Drafting period under article 3, and submitted to the Working Group with the results in due time. Any recommendations arising from the Evaluation shall be incorporated within the Draft.
- 7.5. The Evaluation itself shall be sent out along with the sending out of the Draft Financial Strategy for comments, as stated in article 3.3., and shall be included in the working materials of the upcoming Council Meeting.

Commentary:

Proposal Background

With the Budget of ELSA International steadily increasing by about 5-10% on a yearly basis, the role – and the thought process – of the Treasurer of ELSA International has to change, if he wants to cope with the ever increasing demands of his duties caused by this expansion, and also with the growth of the risks associated with it. Regardless of his one-term limitation, he therefore has to start thinking more like a manager, rather than just an executor who plans-as-he-goes. Long-term financial sustainability is dependent on the International board members – predominantly on the Treasurer of ELSA International - who must see the big picture many terms before they were elected, and also many terms after they leave the office.

The presented proposal thus aims to improve the quality of the financial management in ELSA International by implementing a tool commonly present in many organizations – a long term financial plan - the Financial Strategy. And while ELSA currently has a set of Strategic Goals (including the FM area), these Goals represent the preferred state of the entire network, where it aims to arrive after a specified period of time. The Financial Strategy, however, is rather the process and means, by which these goals are to be achieved.

Essentially, the Financial Strategy is a multiple-term guidance of the International Board’s financial structure by the Council (3 years are proposed, as an outcome of the discussions during the V. SAM). Additionally, this is the correct place for the Financial part of the Strategic Goals’ implementation (such as a Grant strategy – one of the current goals - for example). And even though the Financial Strategy poses certain restrictions of the International Board’s financial management, the “sanctions” are proposed to be rather informal – after all, the International Board can’t be sanctioned for failing to fulfil a plan, should the circumstances change drastically. For these situations, when sudden negative changes do occur in the area of finances (loss of partners, grant reporting failures, accidents, law suits, etc.), a specialized and “fast” Provisional changes procedure has been incorporated. This procedure (inspired by the Budgetary Provisorium of national governments) is designed to rapidly react to these sudden changes, and allow dynamic adaptation of the strategy even before the bi-yearly International Council Meetings. Nevertheless,

persisting incompliance with the Financial Strategy will affect the Auditors' report, and thus the Relief of Responsibilities of the respective International Board.

Structure of the Proposal

The proposal itself represents merely the procedural part of the Financial Strategy – Its Draft, Approval, Implementation, Evaluation and Revision - therefore The Financial Strategy itself shall be created later in accordance with the outlined procedure.

The following Articles describe the Financial Strategy Implementation procedure from within the proposal:

- I. The purpose, aim and principles to be applied to the Strategy, its basic division (a Focus and an Execution part), and appointment of the responsible persons.
- II. Description of the Working group, whose purpose is to draft and propose the actual content of the Financial strategy itself to the Council, its composition, role of the International Board, and role of external professionals. Duration of the Working group and its functioning.
- III. Drafting procedure and usage of external comments to be implemented into the Draft before it is proposed to the Council.
- IV. Implementation procedure, duration, and outcomes should the Council decide not to approve the proposed Draft.
- V. Provisional changes to the Strategy, approval of Auditors and delayed approval procedure by the Council. Procedure in case the Auditors or the Council later did not approve of the changes
- VI. Role and reporting of the Auditors
- VII. Evaluation of the Financial Strategy and the usage of the data as a basis for the Draft Financial Strategy.

More information shall be provided on the respective FM and Joint BEE and FM related workshop, or upon request from the Treasurer of ELSA International, who's promised this proposal in his Action Plan.

Council Meeting Decision Book amendment concerning the section “S&C Policies, Minimum Quality Standards and Responsibilities” of the Seminars & Conferences part (SC 01/13 I)

The International Board is proposing the following to the Council:

S&C Policies, Minimum Quality Standards and Responsibilities

5. ELSA Law Schools

5.1 Definition

5.1.1 ~~An ELSA Law Schools is an International~~ are international Law Schools that shall fulfil the requirements regulated in this section.

5.1.2 National events fulfilling these requirements shall not be promoted as ELSA Law Schools.

5.2 ~~Minimum Quality Standards~~ Requirements of ELSA Law Schools

5.2.1 ~~The agenda of ELSA Law Schools shall add a social and cultural part to the scientific programme.~~ Aim to be annual.

5.2.2 Shall be international events conducted in English.

5.2.3 Shall last for at least 7 days. The 7 days are calculated excluding the day of arrival but including the day of departure.

5.2.4 Shall comprise of a scientific, cultural and social programme.

The scientific programme shall include lectures followed by workshops or any other interactive activities fulfilling the definition in Art. 3.3 of the Statutes of ELSA, which deepen and emphasise the different areas of the lecture. The minimum scientific programme does not include an obligatory extra time to revise the lectures and prepare for the next lessons.

5.2.5 Shall include at least 20 hours of scientific programme. If the duration of the ELSA Law School exceeds 7 days, the total scientific programme shall be prolonged by 4 hours per each extra day.

~~5.2.3~~ ELSA Law Schools shall be organised in a close co-operation with an academic or institutional partner. The partner shall supervise and guarantee the quality of the scientific programme. Academic or institutional partner shall be a law faculty, public institution, law firm or any other legal entity, which is entitled to provide education, professional legal services or otherwise associated professionals in a particular field of law.

~~5.2.4~~ Working language of ELSA Law Schools is English.

~~5.2.5~~ ELSA Law Schools aim to be annual.

5.2.7 Shall comply with ELSA Law Schools Cycle.

5.3 ELSA Law Schools System

5.3.1 Administration

- a. The ELSA Law Schools System is composed of all the individual ELSA Law Schools organised in the ELSA Network.
- b. An ELSA Law School is a project organised by National or Local Groups of ELSA.
- c. ELSA International is responsible for the overall coordination of the ELSA Law School System.

5.3.2 ELSA Law Schools Cycles

- a. An ELSA Law Schools year is divided into a summer and a winter Cycle. To qualify into the summer Cycle, the ELSA Law School should take place between the 1st of July and 20th of September. To qualify into the winter Cycle, the ELSA Law School should take place between 10th of December and 20th of March.
- b. An ELSA Law Schools Cycle consists of seven periods that are called:
 - Specification, during which the ELSA Law Schools are announced and their respective Organising Committees provide basic information to ELSA International through an Event Specification Form.
 - Preparation, during which the ELSA Law Schools team coordinates with the Heads of Organising Committees to ensure information exchange and the updating of the ELSA Law Schools Portal.

- Application, which takes place between an Opening and a Deadline established by ELSA International. During this period, applications for ELSA Law Schools are collected and processed through an online platform operated by ELSA International.
 - Selection, which begins immediately after the Deadline. During this period the Organising Committee selects and notifies all the participants. At the end of the Selection the Organising Committee may request for the ELSA Law School to be included in the Additional Application period.
 - Additional Application, which takes place between an additional Opening and an additional Deadline established by ELSA International. During this period, applications for ELSA Law Schools are collected and processed through an online platform operated by ELSA International.
 - Additional Selection, which begins immediately after the additional Deadline. During this period the Organising Committee selects and notifies the participants.
 - Evaluation, which takes place after the end of the ELSA Law School. During this time, the participants give feedback on the ELSA Law School to the Organising Committee. The Organising Committee then fills in the Evaluation Form sent out by ELSA International.
- c. The calendar for each Cycle shall be announced to the network by ELSA International the latest by the end of October for the summer Cycle and by the end of July for the winter Cycle.
- d. The ELSA Law Schools Cycle shall be waived by ELSA International if there is less than 10 ELSA Law Schools specified for a Cycle.

5.34 Responsibilities for Quality

5.34.1 of an Organising Group Committee:

- a. ~~To follow the Minimum Quality Standards Requirements for of ELSA Law Schools and the Quality Standards for International Events. ;~~
- b. ~~To complete the Event Specification Form for ELSA Law Schools and send it to ELSA International at least 8 months before the event.~~

- ~~eb.~~ ~~To~~ to provide all the information required by ELSA International without undue delay, particularly in regards to the joint promotion;
- c. to comply with the ELSA Law Schools Cycle;
- d. ~~To~~ to follow the maximum participation fees regulated in the Financial Management part of the Decision Book;
- e. ~~To~~ to publish a ~~draft scientific programme~~ preliminary outline of the subtopics the latest with the opening of the application period;
- f. ~~To~~ to publish the complete scientific programme at least 2 months before the event;
- g. ~~To~~ to publish information about the accommodation the latest with the opening of the application period;
- ~~h.~~ ~~To confirm to applicants that their application has been received correctly.~~
- ~~i.~~ ~~To inform applicants after the selection process, that shall end at least one month before the event, whether their application has been accepted or not without undue delay.~~
- ~~jh.~~ ~~To~~ to ensure that all participants are taken from the place of arrival or have received a detailed guidance on how to get to the place of destination;
- ~~ki.~~ ~~To~~ to provide all participants with a reception package including the working materials, programme of the ELSA Law School and information about the city;
- ~~lj.~~ ~~To~~ to grant a certificate of participation only to participants attending at least 85% of the scientific programme. In cases in which this requirement is not fulfilled, ~~it would be upon discretion of the Organising Group Committee is at liberty to decide if the whether or not a participant's absence is justified or not.~~

5.34.2 of ELSA International:

- a. ~~To~~ to coordinate ELSA Law Schools;
- ~~b.~~ to publish the ELSA Law Schools calendar;
- ~~c.~~ to end the Specification period by December for the summer Cycle and by June for the winter Cycle. The exact dates shall be provided in the calendar for the respective Cycles.
- ~~bd.~~ ~~To~~ to provide support to the Organising ~~Group~~ Committee upon request;

- ee. ~~To~~ to provide a joint promotion of ELSA Law Schools;
- df. ~~To~~ to execute an adequate Quality Control;
- eg. ~~To~~ to inform the Council about the use of its executive powers.

5.45 Quality Control

5.45.1 An ELSA Law School is a complex project connected with a long period of preparation, application process, payment in advance, accommodation, meals, provision of education and other services. Therefore, it is crucial for a Quality Control to ensure that the Organising ~~Group~~ Committee is in compliance with ~~the Minimum Quality Standards~~ this section.

5.45.2 The International Board, especially the Vice President for Seminars and Conferences, shall control the quality of ELSA Law Schools. This includes particularly the resolution of complaints.

For this purpose, the International Board shall have a power:

- ~~To~~ to check the revenues and expenditures;
- ~~To~~ to check the qualification of the lecturers;
- ~~To~~ to ask for the relevant information and clarification;
- ~~To~~ to control the compliance with the internal regulations of ELSA.

5.45.3 In order to ~~solve~~ prevent potential problems regarding the ~~organization~~ organisation of ELSA Law Schools, ELSA International shall undertake a coaching role during the whole process.

5.45.4 The International Board shall solve the disputes ~~primary~~ primarily by means of dialogue ~~and preventive measures~~. Its executive powers shall be used only when there is no other option to protect the reputation of ELSA and the interests of the participants.

5.45.5 For the purposes of Quality Control, the International Board shall have, in case of a breach of the internal regulations, executive powers:

- a. ~~To~~ to resolve and answer each complaint delivered to ELSA International;
- b. ~~To~~ to inform the respective National Group about the attitude of the Organising ~~Group~~ Committee in order for it to take the appropriate internal measures;
- c. ~~To~~ to remove the respective ELSA Law School from the list of the ELSA Law Schools, in order to prevent the Organising ~~Group~~ Committee involved from using the ~~label~~ "ELSA Law School" label;
- d. ~~To~~ to inform all National Groups about the subject matter of the case.

5.45.6 The International Board shall report to the Council the use of its executive powers. At that point the respective Organising ~~Group~~ Committee might ask for a voting in order to waive the measures taken.

Commentary:

Today, ELSA Law Schools are amongst the biggest yearly events organised by our network. The numbers speak for themselves: 33 Summer and a Winter ELSA Law School last year, approximately 1500 participants and 4000 applications! For comparison, STEP has 222 spots for 2302 applicants and the Moot Courts have about 800 participants.

According to the Strategic Goals 2018 the ELSA Law Schools are considered the leading scientific events in the network. The recent growth in the numbers of ELSA Law Schools requires standardisation and mainstreaming of the procedure. Therefore, one of the main aims of ELSA International for term 2015/2016 is to unify these projects and to create the biggest system of extra-university legal education in Europe.

It's clear that ELSA Law Schools are already becoming one of the flagship projects of the network. They will be one of our symbols, and as such, we need to ensure that they share the same high quality: otherwise we would seem fragmented rather than a tightly knit network. Currently, we find ourselves faced with the same challenge as the traineeship programme was faced with 30 years ago, when the national groups administered their own traineeships without a network wide coordination.

As the situation stands now, not enough is unified within the ELSA Law Schools. Nothing on marketing means that not all ELSA Law Schools have the same visibility, and that makes some receive larger amounts of applications while others struggle to fill all their spots with quality applicants. No common application dates make it extremely difficult for potential participants interested in several ELSA Law Schools to keep track of when they should apply. Lack of information on the ELSA Law Schools portal during the application period has also been the subject of several enquiries by potential participants.

In Cluj-Napoca, the Council decided to take a first step towards equally high-quality ELSA Law Schools by voting in favour of unified fees, quality standards, and quality control. However, without any framework, the application of these amendments to the Decision Book becomes too difficult to be truly effective. Two changes will allow us to effectively implement the heightened quality standards. First being the enlarged ELSA Law Schools Team that is now to coach the individual OCs. The second being a framework unifying the ELSA Law Schools into a single system, which shares internal organisational deadlines, application dates and a co-ordinated marketing.

The introduction of the ELSA Law Schools calendar with clearly outlined cycles allows ELSA International to verify that the OC's work is being done in due time, while opening application periods at the same time makes the process easier to market and more transparent for applicants. A detailed section on the responsibilities of the OC and ELSA International guarantees that everyone in the organisation knows what they are supposed to do, and when.

An optional additional application period allows for the different ELSA Law Schools to adapt to the numbers of applicants: those with many applicants can take the time to go through all of them, while ELSA Law Schools with fewer applicants can reopen application for extra days – with a joint promotion that allows the whole network to see the opportunity they are given.

Small changes include clear remarks that the marketing materials, though developed by the OC, are unified by ELSA International and distributed equally throughout the entire network to ensure all the ELSA Law Schools receive the same visibility. Minor tweaks to the wording of the existing Decision Book allow for more flexibility in the program while maintaining a high level of quality.

To sum up, especially from the perspective of the participant the ELSA Law School is a service. At the time of the application, the participants want transparency in what they are applying for, when the application period starts and finishes, what is the outline of the subtopics and when they are expected to confirm their participation by wiring the money. Through the unified system and the unified deadlines the participants will be guaranteed to have all the relevant information easily and conveniently accessible.

NATIONAL GROUPS

Statutes amendment concerning article 11

ELSA the Netherlands is proposing the following to the Council:

Organs

Article 11 – Council

11.2 Summoning of Council

The Council shall meet twice a year, in spring and in autumn, at a time fixed by the International Board. Extraordinary meetings can be requested by the International Board or by at least one-third of all the Members.

The Council shall be summoned by means of written invitations sent by the International Board to all Members, Observers, Auditors, and any person appointed by the International Board or Council to carry out a specific task at least twenty-eight days before the opening of the Council Meeting in question. For extraordinary meetings, this invitation can be sent up to fourteen days before the opening of the extraordinary meeting in question.

Commentary:

This proposal is meant to solve a highly impractical situation in the Statutes of ELSA International. According to Dutch law (Civil Code: book 2, article 41, section 2), the Board of ELSA International is required to summon an extraordinary meeting when requested by at least **one-tenth** of the Members.

N.B.: In article 11.2, it currently says “one-third”. This is already solved by an amendment that was accepted during the ICM Cluj-Napoca, but the Statutes have not been officially changed yet.

The extraordinary meeting has to be held **within** four weeks after the request is received by ELSA International. In the current situation, this means that the extraordinary meeting would always be on the twenty-eighth day after the request, and ELSA International has to invite everyone on the same day they receive the request. This is not always possible.

By giving ELSA International a period of fourteen days for the invitations, they have a maximum of fourteen days to arrange a location, logistics etc. If ELSA International decides to invite all the Members on the day they receive the invitation, there is a fourteen day window to find a suitable date for the extraordinary meeting. Every day they take longer, there is a day less on which the extraordinary meeting can be held.

NB: After a request has been received, ELSA International has fourteen days to take action. Otherwise the Members have the right to take action themselves (Civil Code: book 2, article 41, section 3). By accepting this proposal, ELSA International has to take action within fourteen days anyway, since they have to at least send out the invitations.

Translation of the relevant Dutch law:

“Article 2:41 The convening of a General Meeting

(...)

-2. Where a number of members of the Association (*'vereniging'*) or delegates who are entitled to cast at least one tenth of votes at the General Meeting or a smaller number of such members or delegates as provided for by the articles of incorporation, request the Board of Directors in writing to convene a General Meeting, the Board of Directors is obliged to convene such a General Meeting within four weeks after the request was lodged.

- 3. If no actions have been taken by the Board of Directors within fourteen days after the request was lodged, then the involved applicants may proceed to convene a General Meeting themselves in the way in which the General Meeting is convened by the Board of Directors or by means of an announcement published in a daily newspaper that is read widely in the place where the Association (*'vereniging'*) is established, unless the articles of incorporation indicate that the General Meeting must be convened in another way when the Board of Directions does not take any actions as referred to in the present paragraph. Where the applicants themselves have convened a General Meeting pursuant to the previous sentence, they may assign other persons than the members of the Board of Directors to preside the meeting and to take the minutes.

(...)”

(<http://www.dutchcivillaw.com/civilcodebook022.htm>)

Council Meeting Decision Book amendment concerning the section “Uniformity” of the Marketing part (MAR 01/08 I)

ELSA Norway and ELSA Denmark are proposing the following to the Council:

Uniformity

3. Promotion on Facebook

3.1 Size & Resolution (Profile Photo)

Profile photos shall be uploaded in the correct size, which fits the current Facebook standards.

- a. The profile photo has to be at least 1000px by 1000px.
- b. The above width and height ratio shall never be altered.

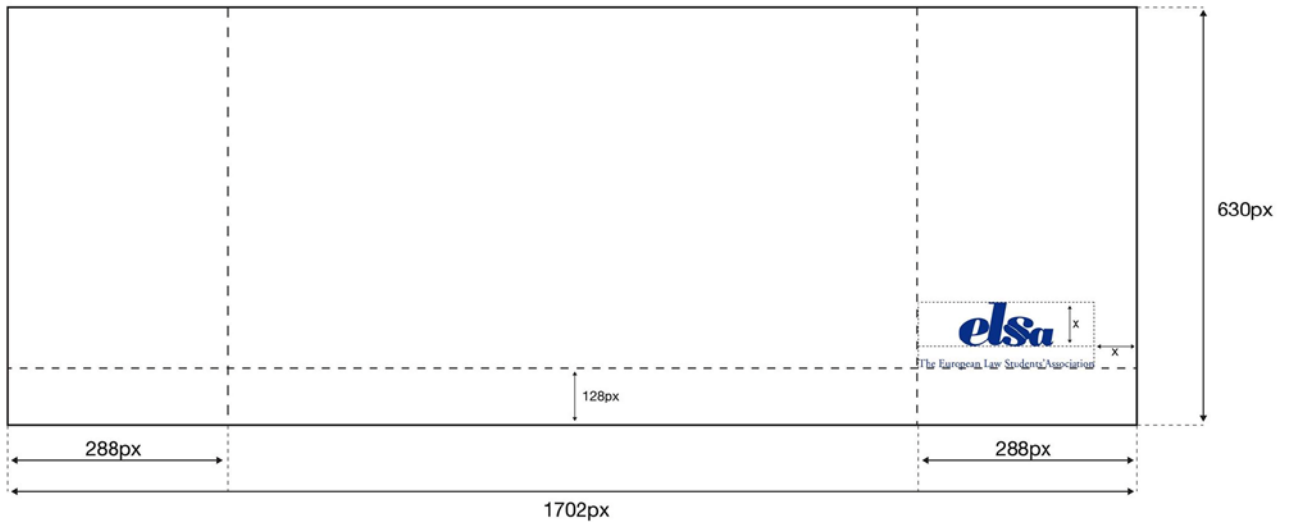
3.2 Size & Resolution (Cover Photo)

3.2.1 Cover photos shall be uploaded in the correct size, which fits the current Facebook standards.

- a. The width of the photo shall be uploaded with at least 1702px.
- b. The height of the photo shall be uploaded with at least 630px.
- c. The above width and height ratio shall never be altered.

3.2.2 The protected zone of the cover photo

A protected zone of 288px on both sides and 128px at the bottom of the cover photo should always be maintained. In the protected zone no text is to be placed.



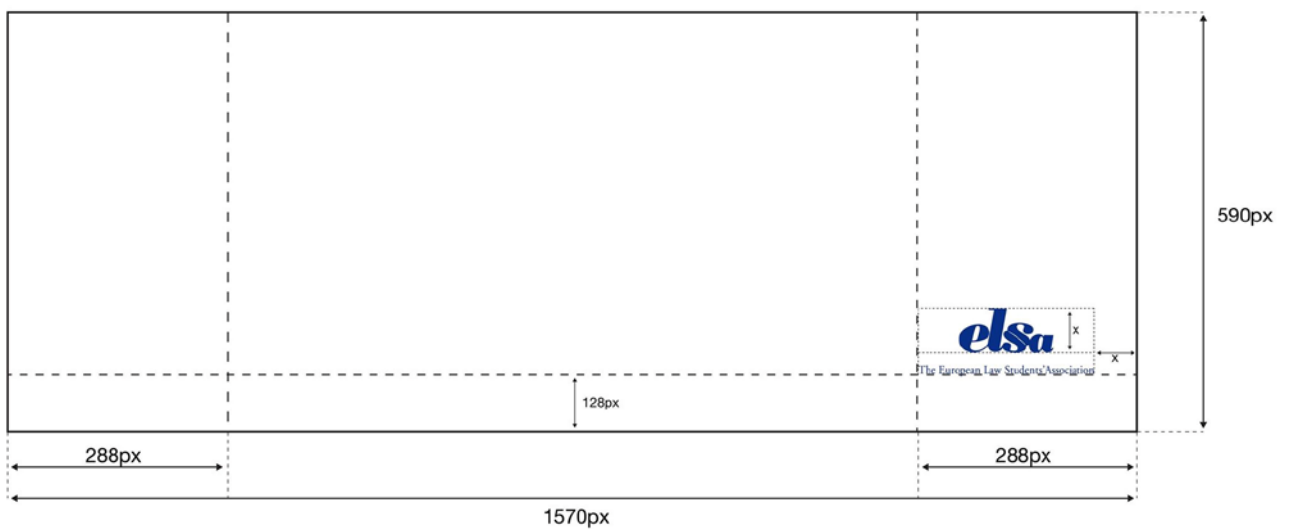
3.3 Size & Resolution (Event Photo)

3.3.1 Cover photos shall be uploaded in the correct size, which fits the current Facebook standards.

- a. The width of the photo shall be uploaded with at least 1570px.
- b. The height of the photo shall be uploaded with at least 590px.
- c. The above width and height ratio shall never be altered.

3.3.2 The protected zone of the cover photo

A protected zone of 288px on both sides and 128px at the bottom of the cover photo should always be maintained. In the protected zone no text is to be placed.



Commentary:

We propose a regulation of the size and resolution for profile, cover and event photos on Facebook™. This is an important step in creating a “unified image as an international and professional association”, as stated in article 6 of the section “Strategic Goals 2018” under the General part of the Council Meeting Decision Book.

The regulations above are designed to make it easier to produce high quality marketing material for all platforms. In today’s world, smartphones and tablets are getting more and more common, and we want to raise awareness of the fact that different formats are needed on different devices. The proposed regulations will ensure a perfect result on any device.

Council Meeting Decision Book amendment concerning the section “S&C Policies, Minimum Quality Standards and Responsibilities” of the Seminars & Conferences part (SC 01/13 I)

ELSA Germany is proposing the following to the Council:

S&C Policies, Minimum Quality Standards and Responsibilities

3. Study Visits

3.1 Definition

~~Study Visits are academic, cultural and social exchanges of ELSA groups on international and national level.~~ Study Visits are academic, cultural and social exchanges which are organised between a minimum of one ELSA group and minimum of another ELSA group or a group from ELSA’s partner organisations in Asia (ALSA), in the Dominican Republic (DLSA) or in Israel (ILSA).

Study Visits can be:

- a. Bilateral, when two groups visit each other in turn;
- b. Multilateral, when several groups visit one group;
- c. Unilateral, when one group visits another group.

The visit is national when it is organised between the groups in the same country. The visit is International when it is organised between groups from different countries.

Commentary:

During the term 2013/2014, there were discussions in the S&C workshop about whether we want to be able to organise official Study Visits also with ALSA, DLSA and ILSA. So, since that term Study Visits have been being promoted as an activity not only between ELSA groups but also in cooperation with the partner organisations in the rest of the world. Moreover, the former Vice President for Seminars and Conferences, Marko Dolenec, and his Assistant for Institutional Visits and Study Visits (both during the term 2014/2015) agreed on promoting Study Visits in the new Study Visits Handbook and the “Study Visits in 4 Minutes Guide” as an event with our partner organisations. Nevertheless, there has been no proposal so far for the issue to be brought to a vote

before the Council in order for an official decision to be made. Therefore, with this proposal we aim in making it official also in the Council Meeting Decision Book.

Council Meeting Decision Book amendment concerning the section “STEP Procedure” of the Student Trainee Exchange Programme part (STEP 01/09 I)

ELSA Finland, ELSA Norway and ELSA Sweden are proposing the following to the Council:

STEP Procedure

1. Structure of STEP

1.2 STEP Cycles

The STEP year is divided into two cycles. The STEP Cycles consist of five sections that are called Job Hunting, Student Hunting, Matching, Reception and Evaluation. One STEP Cycle contains a Job Hunting Deadline, a Date for the Launch of the Traineeships, an External Student Hunting Deadline, an Internal Student Hunting Deadline, a deadline for matching results and a deadline for the selection results. The dates for each Cycle shall be announced to the network by ELSA International ~~within the first four weeks of their term~~ before the term of the new International Board starts.

Commentary:

We propose that the STEP Cycles be announced earlier than before. At the moment, they are usually announced in August whereas, according to our proposal, they should be made public already during the term of the former International Board, most likely during the Transition period in July. As a result, the National and Local Groups will have more time to prepare themselves for the following year, to have a clearer Transition, to update the Marketing materials and local STEP Calendars, and to have an effective start in the autumn. Besides, we have noticed that Job Hunting is very demanding during the summer and early autumn because employers plan ahead and are willing to know the traineeship dates as early as possible. If the STEP Cycles were announced earlier, it would also give a more professional and serious imagine of our association.

THE INTERNATIONAL PRESIDENTS' MEETING

Statutes amendment concerning article 11

The International Presidents' Meeting is proposing the following to the Council:

Organs

Article 11 – Council

11.2 Summoning of Council

The Council shall meet twice a year, in spring and in autumn, at a time fixed by the International Board. Extraordinary meetings can be requested by the International Board or by at least one-third of all the Members.

The Council shall be summoned by means of written invitations sent by the International Board to all Members, Observers, Auditors, and any person appointed by the International Board or Council to carry out a specific task at least ~~twenty-eight~~ forty-two days before the opening of the Council Meeting in question. In the case of an extraordinary meeting, the deadline for the summoning is only twenty-eight days.

Commentary:

This proposal is submitted to the Council by the LI International Presidents' Meeting held in Thessaloniki, Greece, between the 26th and the 30th of August 2015, along with the respective voting results:

Votes in favour:	17
Votes against:	0
Abstentions:	3

Total amount of votes cast: 20

Standing Orders amendment concerning article 17

The International Presidents' Meeting is proposing the following to the Council:

The International Presidents' Meeting

Article 17 – Procedure of the International Presidents' Meeting

17.1 The International Board in cooperation with the elected host is responsible for choosing the date and for the organisation of each Presidents' Meeting. The Council shall however elect a Presidents' Meeting host responsible for the practical organisation of the Presidents' Meeting. Dates of the Presidents' Meeting shall be between ~~January 15th and February 15th~~ the third Wednesday of January and the third Sunday of February for winter Presidents' Meeting and between ~~August 1st and August 31st~~ the first Wednesday of August and the last Sunday of August for summer Presidents' Meeting.

Commentary:

This proposal is submitted to the Council by the LI International Presidents' Meeting held in Thessaloniki, Greece, between the 26th and the 30th of August 2015, along with the respective voting results:

Votes in favour:	20
Votes against:	0
Abstentions:	0

Total amount of votes cast: 20

Council Meeting Decision Book amendment concerning the section “External Relations” of the Board Management, External Relations and Expansion part (BEE 01/12 II)

The International Presidents’ Meeting is proposing the following to the Council:

External Relations

6. Exclusion of companies and organisations

~~6.1 — These principles apply to ELSA International and National Groups as for obtaining a unified course of action with regards to the types of organisations and companies that all levels of ELSA should not associate with in order to maintain a consistently valuable and strong brand of the association.~~

~~6.2 — Criteria for product-based exclusion of companies and/or organisations~~

~~6.2.1 ELSA shall not partner with or receive funding from companies or organisations which themselves or through entities they control:~~

- ~~(i) — produce weapons,~~
- ~~(ii) — produce tobacco,~~
- ~~(iii) — engage in the adult entertainment industry,~~
- ~~(iv) — engage in the gambling industry.~~

~~6.2.2 For the purpose of events with a limited time period ELSA can partner with and receive funding from companies and organisations which themselves or through entities they control:~~

- ~~(i) — produce alcoholic beverages,~~
- ~~(ii) — produce oil, gas or coal,~~
- ~~(iii) — engage in the fast food industry.~~

~~6.3 — Criteria for conduct-based exclusion of companies and/or organisations~~

~~6.3.1 ELSA shall not partner with or receive funding from companies or organisations if there is an unacceptable risk that the organisation or company contributes to or is responsible for:~~

- ~~(i) — serious or systematic human rights violations, such as murder, torture, deprivation of liberty, forced labour and the worst forms of child labour,~~

- ~~(ii) serious violations of the rights of individuals in situations of war or conflict,~~
- ~~(iii) severe environmental damage,~~
- ~~(iv) gross corruption,~~
- ~~(v) other particularly serious violations of fundamental ethical norms or values deduced from the philosophy statement of ELSA.~~

6.4 Monitoring and procedure

- 6.4.1 ~~ELSA International may investigate the matters pertaining to any breach of these principles on all levels of the organisation. ELSA International shall publish guidelines to these principles as needed.~~
- 6.4.2 ~~A National Group suspected of violating these principles shall be given ample time to provide information about the nature of their cooperation with the company and/or organisation as well provide evidence against the suspected violation. ELSA International shall properly document the suspected violations that lead to a decision of exclusion.~~
- 6.4.3 ~~In light of new information ELSA International can revoke a prior exclusion.~~
- 6.4.4 ~~ELSA International shall regularly publish a list of excluded companies through the appropriate communication channels.~~

7. Sanctions

- 7.1. If any ELSA Group or ELSA International violates these regulations the involved Groups should, within six months from the time the harmed Group was informed, reach an agreement on a suitable sanction. The Council shall be informed about the sanction agreed on and a copy of this agreement shall be sent to ELSA International. The agreement cannot be object of any discussion or decision by Council. In case no agreement is reached the Council shall decide on a suitable sanction.
- 7.2. ~~In case no agreement is reached the Council shall decide on a suitable sanction.~~
- 7.3. A sanction can in no case exceed the amount fundraised. The sanction shall be paid to the ELSA Group whose rights were violated. If the rights of ELSA International were violated, the sanction shall be paid to ELSA International. Until the payment, the debt will be considered a debt towards ELSA International for the purpose of article 9.5 of the Statutes.
- 7.4. In case of a sanction imposed on a Local Group, the respective National Group shall be considered the Group involved and is liable for the sanction.

Commentary:

This proposal is submitted to the Council by the LI International Presidents' Meeting held in Thessaloniki, Greece, between the 26th and the 30th of August 2015, along with the respective voting results:

Votes in favour:	13
Votes against:	0
Abstentions:	2

Total amount of votes cast: 15

With this proposal, the section “External Relations” of the Board Management, External Relations and Expansion part of the Council Meeting Decision Book returns to the form it had before the LXVII International Council Meeting held in Cluj-Napoca, Romania, last April.

INPUT PAPERS

THE INTERNATIONAL BOARD

Input Paper on the 1st proposal for the New Topic of the International Focus Programme – Environmental Law

Proposed New IFP Topic

Environmental Law

Main Substantive Content

Environmental Law is a body of Law, based on international conventions, treaties, regulations and policies to regulate human activities, which have an affect and impact on the natural environment and thereby endangering the habitat of all existing life on earth. Environmental law consists of numerous sub-branches of law such as energy law, climate change law, natural resources law, waste management law, air and water quality law to name a few. In other words by introducing Environmental Laws the humankind lays down rules for itself to protect the environment it lives in.

The impacts of human activities on the environment have increased enormously over the past 100 years and it cannot even be estimated on how much these impacts will affect the environment in the future. Therefore there has been an on-going discussion on how to regulate those actions on the regional, national and international level for decades now. Already 3 years ago in the very same City of Batumi ELSA itself discussed whether Environmental Law should be the area to focus on and become the new IFP topic. Back then the council chose another very interesting topic but now it is about time that ELSA assumes responsibility in the area of Environmental Law.

The question we as a Law Student Association should ask us is: What role do we want to play in the discussion and what role could we possible play? To start with the second question the environment and thereby again the habitat of all life on earth and in the end every single one of you reading this proposal can only be protected by laws and international agreements which have to be followed by national governments. We as the people behind the future of law are needed to be aware of the importance of and have an understanding for the topic. To state this even more precisely environmentalists can raise awareness and point out issues and possible ways of solutions but only we have the skills and tools to build a complex and interlocking system of protection.

Now the first question shall be answered with a counter question: How can we not want to be actively supporting that? How can we work for human rights without working to protect the environment humans live in?

We believe that ELSA should be actively promoting the importance of environmental protection throughout regional, national and international events and projects. ELSA has the potential to cooperate with other organisations and institutions, which work in the area of environmental protection. Furthermore we see a great scientific research and academic discussion potential in all countries – Members of ELSA.

Finally we believe that by striving towards our vision of “A just world in which there is respect for human dignity and cultural diversity” we simply have to actively support the protection of the environment and that is why the IFP Topic Environmental Law shall also be used to give ELSA a directive for the future on what position to take in regards of Environmental Protection and Environmental Law.

In the end we can only stress that by choosing Environmental Law as the new IFP Topic we are combing everything we are aiming for with the International Focus Programme. A currently discussed important topic, a variety of possible events, potential partners to cooperate and cumulating in assuming responsibility of what matters to all of us.

List of the potential Core Topics or Subtopics

Policy & Environmental Law:

- European level
- National level
- International level: international law and policy development
- Implementation of international environmental law
- Regulatory agencies
- Institutional organisations
- The role of the courts
- Dispute settlement and dispute settlement bodies
- Environmental governance

Rights & Environmental Law:

- Human Rights & environmental law
- Values & environmental law, the law and balancing environmental values
- *The challenges of environmental law for administrative law*
 - (Access to) environmental justice, public participation, judicial review,
 - Environmental protection, public interest
- *Private Law and environmental liability*
 - Environmental crimes and enforcement
 - Statutory liabilities and remedies
 - Corporate Social Responsibility
 - Business Compliance

Effects of the climate change:

- Biodiversity
- Oceans
- Migrations

Sectorial coverage:

- International trade and the environment:
 - Environment and WTO: Trade measures in international environmental agreements
 - TTIP (Transatlantic Trade and Investment Partnership) and Environment Issues
- Public Health & Pollution Control:
 - (Town and country) Planning Law
 - Environmental impact assessment
 - Environmental permitting regime and IPPC
 - Climate change, ozone depletion and air quality
 - The law relating to land contamination
 - Water pollution, water quality
 - Waste prevention and management
 - Noise prevention and management
 - Public Health
 - Integrated pollution control
 - Nature conservation
 - Landscape management, soil and groundwater protection
 - Local controls and remedies
 - Disposal of waste to sewers
- Genetic modification:
 - Ethics, Environment and Law
 - Biosafety: the safe use of biotechnology
 - Genetic Engineering and GMOs (Genetically Modified Organisms)
- Bioterrorism:
 - Environment and Armed Conflicts
 - Biological Weapons
 - Chemical Weapons
 - Energy law
- LINKS to others areas of law:
 - Private Law
 - Public Law
 - Criminal Law

- Media Law (Law, Media and Environmental Policy: a fundamental linkage, Environmental and Social Impact of Technology, Role of Mass Media in the awareness of environmental issues)
- Health Law (right to live)
- International Public Law
- International Trade Law

International and European Legal Background

UN Resolution General Assembly 45/94 (14/12/1990): becomes a Human Rights Principle
Rio (Earth Summit) Declaration 1992: United Nations Framework Convention on Climate Change
The Kyoto Protocol 1997: An international agreement setting binding limits on emissions of greenhouse gases from industrialized countries.

European Council Directive 2008/1/EC of 15 January 2008 concerning integrated pollution prevention and control.

The Renewables Directive 2009/28/EC - mandates levels of renewable energy use within the European Union.

A lot of diverse ECHR cases : Buyadeva c/ Russia 2008; Depalle c/ France 2010; Fadeyava c/ Russia 2005, Hatton c/UK 2001; Taskin c/ Turkey 2004; Guerra c/ Italia 1998

Current Development

JULY 2015:

Organisation of the World Summit of Conscience in Paris “why do I care” action:
https://www.whyoicare.org/en/summit-of-the-consciences-for-the-climate?set_language=en

AUGUST 2015:

EU Calls On G20 States To Submit Pledges For Paris Climate Talks (Key G20 countries such as Argentina, Brazil, India, Indonesia, Saudi Arabia, South Africa and Turkey are expected to react to the call)

Islamic Declaration on Global Climate Change

(<http://www.theguardian.com/environment/2015/aug/18/islamic-leaders-issue-bold-call-rapid-phase-out-fossil-fuels>)

NOVEMBER 2015: COP 21/CMP 11 - United Nations Climate Change Conference in Paris - 30 November-11 December 2015 : <http://www.cop21.gouv.fr/en>

In 2015, France will be hosting and presiding the 21st Session of the Conference of the Parties to the United Nations Framework Convention on Climate Change (COP21/CMP11), otherwise known as “Paris 2015” from November 30th to December 11th. COP21 will be a crucial conference, as it needs to achieve a new international agreement on the climate, applicable to all countries, with the aim of keeping global warming below 2°C.

Why should the Local Groups be interested in implementation of this topic?

Environmental law is today’s “hot potato”; a healthy environment is crucial to mankind and by that important to every Local ELSA member.

It should be an interested for ELSA as an association to inform its members of the topic and what their role is or could be for the future of the planet. In the end the members of ELSA have a chance to help solving the environmental problems humankind is facing. International co-operation in environmental and climate issues, for example in Europe, is extremely important, because even if the local types of environment are varying across the area, climate change is a common problem everywhere. As an international organization we can raise awareness of Environment Law and its importance among our members. What could be a better goal to our work than educating future lawyers about a current topic, which is more and more important every day, but is not commonly taught in universities?

ELSA has a certain type of profile as an organization interested in human rights. Environmental Law can be seen as a great topic to our very own ELSA Day, because the right to an unpolluted and clean environment can nowadays be seen as an important human right. Lack of fresh water and other problems caused by pollution are resulting in huge waves of immigrants from countries suffering the most from the climate change. Climate change is already causing severe environmental crises. That is why Environmental Law is also covering parts of the other two suggested topics for the IFP (migration law and humanitarian law). By choosing Environmental Law the whole the network would be able to concentrate in all the suggested topics at least in a way or another.

Choosing Environmental Law as the new International Focus Programme offers local groups due to its interdisciplinary character that combines many fields of law (e.g. civil, penal, health, tax and IP law) various opportunities to organize different kinds of events or competitions. Throughout its international character and the fact that ELSA organises international projects Environmental Law events can help every local group to stand out the crowd and be ahead of other local law associations the local group is may competing with.

Environmental Law as a topic does not only consist of the aim to save the environment, but events organized by local groups can also be related to using the natural resources, chemicals, zoning or waste management law.

Furthermore a contribution to Environmental Law and thereby taking social responsibility can help every local group to attract potential partners and establish new partnerships with such as other organisation, law firms, institutions and companies. As a practical example ELSA local groups could organise together with other student organisations events like interdisciplinary podium discussions, research working groups or visits of institutions.

External Relations

Institutions:

European Environment Agency (<http://www.eea.europa.eu>) EEA's mandate is to help the community and member countries to make informed decisions about improving the environment,

integrating environmental considerations into economic policies and moving towards sustainability and to coordinate the European environment information and observation network; UNEP (United Nations Environment Programme <http://www.unep.org>) - engages with intergovernmental bodies and UN agencies, industries, civil society, research organizations and a range of other stakeholders towards establishing effective environmental governance at global, national and local levels.

ECOSOC (The Economic and Social Council <http://www.un.org/en/ecosoc>) is the United Nations' central platform for reflection, debate, and innovative thinking on sustainable development.

Institute for European Environmental Policy (<http://www.ieep.org.uk>) is an independent not for profit research organisation dedicated to advancing an environmentally sustainable Europe through the analysis and development of policy, and dissemination of research results.

Earthwatch (<http://eu.earthwatch.org>) engages people worldwide in scientific field research and education to promote the understanding and action necessary for a sustainable environment, works with businesses and non-profit organizations enabling them to implement sustainable policies, processes, and practices that promote environmental responsibility

Worldwatch Institute (<http://www.worldwatch.org>) Through research and outreach that inspire action, the Worldwatch Institute works to accelerate the transition to a sustainable world that meets human needs.

Council of Europe (<http://www.coe.int>)

International Court of Justice (<http://www.icj-cij.org>)

International Chamber of Commerce (<http://www.iccwbo.org>) examines major environmental- and energy-related policy issues of interest to world business via its Commission on Environment and Energy.

International Maritime Organization (<http://www.imo.org>) - a specialized agency of the United Nations, the global standard-setting authority for the safety, security and environmental performance of international shipping.

Stockholm Environment Institute (<http://sei-international.org>) - an independent international research institute. SEI has been engaged in environment and development issues at local, national, regional and global policy levels for more than 20 years.

World Resource Institute (<http://www.wri.org>) - works with business partners, governments and civil society to confront today's most urgent environmental challenges. WRI has over 50 active projects working on aspects of global climate change, sustainable markets, ecosystem protection, and environmentally responsible governance.

Greenpeace (<http://www.greenpeace.org>) - an independent global campaigning organisation that acts to change attitudes and behaviour, to protect and conserve the environment and to promote peace.

Law Firms:

DLA Piper

CMS

Baker & McKenzie LLP

Clifford Chance

Linklaters LLP

Other initiatives:

Let's Do It! World (<http://www.letsdoitworld.org>) is a civic led mass movement which aims to clean up the whole World from illegally dumped solid waste and to then keep our planet clean

350.org (<http://350.org>) – global climate movement

Local governments for sustainability (ICLEI <http://www.iclei-europe.org>) - is the only network of sustainable cities operating worldwide. The organisation facilitates local government input to United Nations (UN), processes such as the UN Framework Conventions on Climate Change, and Biodiversity. In partnership with the UN and other organisations, as well as national governments

The European Green Belt Initiative (<http://www.europeangreenbelt.org>) - is a multi-stakeholder initiative that works with many governmental and non-governmental organisations in all the countries involved. The Green Belt consists of members from all over Europe engaged in working along the former border between East and West.

Recommended Timeline

Recommended approach for the 3-years implementation cycle is:

1st year

Main Focus: Preparing basics. Raising awareness about Environmental Law by organising institutional visits and establishing new partnerships.

Subtopic: Environmental Law, Public Health and Pollution in connection to the Role of Mass Media

2nd year

Main Focus: Legal Research Group in cooperation with new partners, possible international projects

Subtopic: Usage of Environmental Resources and its dangers

3rd year

Main Focus: Essay Competition and Concluding Conference of the LRG, establishing of ELSA point of view in regards to Environmental Law

Subtopic: Connection to Human Rights and ELSA

The Outcome of the IFP

Environmental Law can connect the 3 key areas of ELSA: AA, S&C and S'TEP. This connection allows us to: 1) the implementation of the knowledge of this topic in ELSA; 2) the presentation of complete programs to Institution that work for the protection of the environment.

In ELSA we can diffuse the study of this topic between ELSA members with multi area projects, which can provide the participants with a complete knowledge of the topic.

At the international level we can work for the harmonization of the national systems. To do that we can cooperate with international institutions and international organisations, which can

influence national, European and international legislators. This will create the option to have new long-term partnerships with these institutions and these organisations.

First of all we have to study the topic and one way of doing that could be with the help of Legal Research Groups; LRGs may be organised in cooperation with an institution, an organisation, a company or a law firm that takes the results for the promotion of new acts in the international or in the European system. Also we can promote the results and the gained knowledge of this topic with the ELSA Law Review, Synergy, Institutional Visits and Study Visits, Summer Law Schools, Moot Court and Negotiation Competitions. Finally we can offer our support to organisations and institutions for study of this topic, for research on it and for the education of law students and young professionals.

At the final stage of the IFP timeline and the process to reach the superordinate outcome the ELSA network should discuss what role ELSA wants to play in regards to Environmental Law and the overall protection of the environment. Concluding to the question: Can we work as a human rights organisation without taking responsibility for our environment and the fact that only we as the lawyers of the future have the skills to establish the rules and laws to protect the environment?

The answer to that question will lead to a decision making on whether we want to insert the protection of the environment in our decision book and thereby expand our focus and our understanding of the protection and the promotion of human rights.

Other relevant information

This topic can make people more aware of problems that concern the environment they live in – The environment is a mankind legacy (our children will live in environment we will leave them); Impact that matters- it is a convenient chance to establish cooperation between law students, entrepreneurs, law firms, and NGO's on all levels – local, national and international;

Environmental Law as the International Focus Programme within activities of a European association as ELSA is, can strengthen our international cooperation with EU Institutions as the EU is considered to be the world leader in fighting for sustainable development and environmental protection on the global stage;

This topic can also wield influence on companies- regulations evolve towards more and more compliance in order to protect more and more consumers and obtain better conditions of life (products' liability, tort of negligence, product marketing liability, consumer protection);

It can be easily combined with main ELSA's field of activity – Human Rights – especially right to health and healthy environment – which can also give us another fundraising partners and chance to organize new events;

Environmental professionals will be in demand in the nearest future, so this area of law as an IPF topic for all ELSA sections will be attractive for law students in different ELSA countries and can make our Network stronger;

Implementation of Environmental Law as a new IFP topic since 2016 will reflect the general ecological movements in the global context (The United Nations Climate Change Conference, COP21 will be held in Paris in 2015)

Input Paper on the 2nd proposal for the New Topic of the International Focus Programme – International Humanitarian Law

Proposed New IFP Topic

International Humanitarian Law

Main Substantive Content

International humanitarian law as a part of international law is the body of rules governing relations between States and non-state armed groups. It is contained in agreements between States (treaties or conventions), in customary rules, which consist of State practice considered by them as legally binding, and in general principles.

Humanitarian law includes so many possibilities on both law and human concerned. We can divide the theme on Humanitarian law, on two different located issues, which are in the same time highly connected: International law, European Law. Some of the most “hot news” all over the world can be included in the Humanitarian law sphere. It is one of the most important topics approached by the principal institutions from NATO, EU, UN and UNICEF. Humanitarian Law is focused on the taboo subjects/part of our society. Is quite hard and sometimes difficult to talk about past errors and mistakes, about the actual involvement of the countries, people and especially of the youth, about war and danger. It is also rewarding to see what can be done, how to confront this kind of problems and in the same time to understand the national context. Is a topic that links more principal domains. Beside law, administration, history, humanitarian law is about psychology, economy, philosophy, geography. The actual context of the international situation on wars, is a problem that concerned all of us. Europe has one of the biggest heritages on humanitarian law and on wars history. In the same time, it seems that from here started and finished most of them. The threat of a Third World War, even if there is nothing so alarmingly to take it as a real possibility, seems to start from Europe too. Trying to look in the same time on the other parts of the globe, we can think about the period between the present time and the finish of the Second World War (1945), while Asia, Africa, Central America were caught in civil wars.

There are countless examples of violation of international humanitarian law and measures must be taken to ensure respect for international humanitarian law.

International Humanitarian law is a wide topic, related to many other bodies of law, such as Human rights and refugee law. Thus, there are many opportunities to make various kinds of interesting and cognitive ELSA projects and activities oriented on awareness of youth.

List of potential Core Topics or Subtopics

Human rights in relation to humanitarian law:

- children’s rights in armed conflict

- minorities in armed conflict
- sick, wounded and hors de combat (outside the fight) person
- derogation of human rights law during armed conflict;

Women and War:

- Women taking part in hostilities
- Women as members of civilian population
- Displaced women;

Children in war – prohibition of using children as soldiers;

Prisoners of war and detainees protected under International Humanitarian Law;

Refugees in or post war:

- legal protection of refugees
- Humanitarian aid
- Refugee camps;

Prohibited methods in International Humanitarian Law:

- prohibition of torture during armed conflict
- prohibited weapons;

Military and nonmilitary objectives;

Humanitarian GOs and NGOs;

The role of international courts and tribunals in Humanitarian Law (ICC, ICJ, ICTY, ICTR, Nuremberg and Tokyo Tribunals, hybrid courts);

Humanitarian workers;

Volunteers in conflicted countries;

Journalists reporting in war zone;

Post-conflict peacebuilding (social, moral, economic aid).

International and European Legal Basis

Hague Conventions

Geneva Conventions (United Nations Convention Relating to the Status of Refugees (CRSR) (Geneva))

Schengen Agreement

European Convention for the Protection of Human Rights and Fundamental Freedoms (ECHR)

Dublin Regulation (Regulation 2003/343/CE)

ILO conventions on labour and employment law

EURODAC regulation

European agendas and European Council's programme's

NGOs and GOs reports and statistics

European Union [Guidelines](#) on promoting compliance with international humanitarian law (IHL) [Official Journal C 303 of 15.12.2009].

National Asylum laws, Citizenship laws, Labour laws, Residency laws, etc.

Why should the Local Groups be interested in implementation of this topic?

What is so special about ELSA is that it works on 3 levels: international, national and local. What is more, ELSA can give them tools to influence the legislation on each level. Humanitarian Law is a topic that creates endless possibilities- educational and marketing-related. It allows us for a collaboration with the world's biggest institutions and organizations on the international level, with their national branches or their workers in the cities where particular local groups are based.

Humanitarian law is one of the most important contemporary legal issues due to some big conflicts influencing Europe. We need to find new tools to deal with such a situation and young people from ELSA could gain some knowledge on how to create these tools.

The educational aspect of the Humanitarian law allows to implicate the topic into numerous projects- seminars, conferences, workshops, lectures, competitions... In every city and country there are specialists willing to share their knowledge and experiences with students.

For the marketing, there is no better topic to cause collaboration with some big public institutions or non-gov. organizations, which would be a new, unexplored field of our activity. Such collaboration would not only give us more renown, but would be a perfect way of promotion as well. Especially for the local groups, even the small ones could gain some partnerships and organize projects with the "big-names".

The topic highlights the international aspect of the Association - major part of the Humanitarian Law is regulated within international treaties and conventions or European regulations, but also some national or even local acts might be explored. This is a perfect topic for organizing Moot Courts or Legal Research Groups- international, bilateral or national, which would also tighten up the knots between different local groups.

These arguments also relate to the ELSA Strategic Goals which might be effectively fulfilled by choosing the Humanitarian Law as the new IFP Topic.

As you can see, this topic creates some great opportunities in every aspect of ELSA activity.

External Relations

UNITED NATIONS OFFICE FOR THE COORDINATION OF HUMANITARIAN AFFAIRS (OCHA)

Cooperative for Assistance and Relief Everywhere (CARE) - one of the most important tasks is to provide emergency aid for war.

United Nations Central Emergency Response Fund.

World Food Programme.

Humanitarian and Civil Protection (echo)

The Geneva Academy of International Humanitarian Law and Human Rights - aims to provide instruction of a high academic standard, conduct and promote scientific research, organise training courses and expert meetings and provide legal expertise in the branches of international law relating to situations of armed conflicts.

UN YOUTH FUND (The Fund provides grants of seed money in support of innovative youth-related action by Governments and non-governmental organizations (NGOs).

United Nations Children's Fund (UNICEF)

Save The Children (On national levels)

United Nations High Commissioner for Refugees (UNHCR)

Refugees International

International Rescue Committee

Network of European Foundations (NEF)

Oxfam

The International Federation of Red Cross and Red Crescent Societies (IFRC).

Human Rights Watch

Rotary International (International, national and local levels)

Amnesty International (International, national and local levels)

European Programme for integration and migration (Epim)

European Council on Refugees and Exiles (Ecre)

European Court of Human Rights (ECtHR)

European Border Management Agency (FRONTEX)

International Centre for Migration Policy Development (ICMPD), Vienna and Brussels, ICMPD-Brussels@icmpd.org

International Organization for Migration (IOM)

The Humanitarian Accountability Partnership (HAP) - it consists of 100 organisations. the list what they do: <http://www.hapinternational.org/what-we-do.aspx>

Recommended Timeline

Core topics:

Human rights in relation to humanitarian law - 3 years;

Legal protection of the refugees - 1-2 years;

Women's rights in conflicts and Children's rights in conflicts - 1 year;

Humanitarian workers and organizations - 1 year;

Human rights in relation to humanitarian law;

These are the core topics that are the leading issues of the humanitarian law and should be the focus- areas of the IFP for the 3 years. The rest of the topics mentioned in point 3 would be treated as sub-topics with no suggested timeline.

The Outcome of the IFP

Humanitarian law is one of the oldest issues of international law at all. As well it is not as developed and precise as other legal branches are. Also some past and current event show that it is not always efficient as well. We can focus on the past, present and future tense, because the actual danger and the knowledge about all this, is not fully covered or fully understood. If we, as law students, can focus and learn about this subject for a period of three years, it may give us a larger perspective on the subject, it can offer us many possibilities in the current society and we, as the association can be proud that we will contribute on training experts on this area of law.

Also, as you can see, such a topic allows ELSA as an organization and ELSA Members to widen their contacts, collaborate with some great institutions, organizations, specialists and gain partners or improve the promotion. Its academic potential cannot be missed either- we can organize multiple projects- international, national, local, bilateral (seminars, conferences, moot courts. LRG's, competitions, workshops and more) regarding the topic and implement the strategic goals as well.

Other relevant information

All around the world, there are some spreading and very rough conflicts these days. The strifes in other continents have never affected Europe so much before. Now, the European countries and the EU itself need to face not only the problem of massive amounts of refugees searching for shelter at the Old Continent, but with the problem that the International legal system and national systems are not sufficient to cope with the situation. So focusing on the international and regional humanitarian law systems has never been more needed than it is now- lawyers worldwide should research the legal acts and think of modifying them so the legal systems were able to solve the society's problems caused by the multiple conflicts.

Input Paper on the 3rd proposal for the New Topic of the International Focus Programme – Migration Law

Proposed New IFP Topic

Migration Law

Main Substantive Content

Migration is the movement of people who cross the boundaries of their home country to another country for the purposes of establishing a permanent or semi-permanent residence. It covers people fleeing war or natural catastrophes as well as people looking for better living conditions. Migration Law is a branch of law that establishes the rules and conditions that need to be met and that will determine who can migrate, under what circumstances and for how long.

Historically, Migration Law was mostly regulated at a national level. However, with the increase of global mobility, States began to recognize that they alone could not manage migration. Therefore, both regional and international cooperation on this issue is an effort that the International Community considers essential for the management of the migration problem.

This complex field and its rules are implemented through various and different sources. At the international level, with never ending international conventions and human rights instruments. At the European level, with the Council of Europe's European Convention on Human Rights and the European Union's Charter of Human Rights, as well as the European Union's Treaties. Finally, national laws and implementing measures are of the greatest importance not only because they will allow an international implementation of the higher rules but also because it is at a national level that the migrators find the solution to their legal problems.

Nowadays, Europe is facing a never before seen increment of people looking for its territories. The reasons may be economic, family reunion, refugees. The way people leave their home countries may be legal or illegal. Either way, Europe is facing a need for a policy change in this matter in order to safeguard people that are seeking for a better life.

Migration is an important factor in the erosion of traditional boundaries between languages, cultures, ethnic groups and States. Movements of people affect the communities and policies. As young lawyers, it is our duty to understand the importance of this subject, the arising problems and the solutions that are the best for both who flee and who welcomes, for both Europe and the World.

List of the potential Core Topics or Subtopics

- Refugees/Asylum Seekers

- Human Trafficking
- Labour Migration
- Principle of Non-Refoulement
- *Mare Nostrum vs. Triton*
- The role of UNHCR and other UN bodies
- Political view on migration
- War migration
- Work UN Commission on International Law on the protection of persons in the event of disasters
- Extinction of the state as a reason for migration and its legal consequences

International and European Legal Background

Treaty of Amsterdam (1999);

JHA pillar to Title IV of the EC Treaty (EC Treaty, Arts. 61-69);

European Community Treaty (Rome, arts: 61-69);

Tampere Conclusions 1999-2004 - The Hague Programme (2004);

EU Policies on Freedom, Security and Justice;

Regulation (EC) No 1931/2006 of the European Parliament and of the Council of 20 December 2006 laying down rules on local border traffic at the external land borders of the Member States and amending the provisions of the Schengen Convention;

Regulation (EU) No 1342/2011;

EUROSUR Regulations: Regulation (EU) No 1052/2013; Schengen Agreement;

ASYLUM: Council Directive 2004/83/EC; Reception Conditions Directive, Asylum Procedures Directive, Qualification Directive;

HUMAN TRAFFICKING: Directive 2011/36/EU;

Universal Declaration on Human Rights, Paris, 10 December 1948;

International Labour Organization, Migration for Employment Convention (Revised), 1 July 1949, C097;

Treaty Establishing the European Economic Community, Rome, 25 March 1957, United Nations, *Treaty Series*, vol. 294, p. 17;

International Labour Organization, Migrant Workers (Supplementary Provisions) Convention, 24 June 1975, C143;

General Assembly resolution 40/144 of 13 December 1985 (Declaration on the Human Rights of Individuals who are not Nationals of the Country in Which They Live);

International Convention on the Protection of the Rights of All Migrant Workers and Members of their Families, New York, 18 December 1990, United Nations, *Treaty Series*, vol. 2220, p. 3;

European Union, Treaty of Lisbon, Lisbon, 13 December 2007, OJ C 306, 17/12/2007, p. 1–271;

Commission on Human Rights resolution 1999/44 of 27 April 1999 (Human Rights of Migrants) (E/CN.4/RES/1999/44);

United Nations Department of Social Affairs, Population Division, *International Migration Report 2002*, United Nations, New York, 2002 (ST/ESA/SER.A/220);

Commission on Human Rights resolution 2005/47 of 19 April 2005 (Human Rights of Migrants) (E/CN.4/RES/2005/47).

Why should the Local Groups be interested in implementation of this topic?

Migration is lately one of the hottest issue, not only for the international and European law, but for the international relations as well. On one hand countries of the EU are getting more and more united and the borders within the Union begin to fade. On the other hand the EU has to cope with the flooding immigrants (refugees) from the countries facing a conflict (Ukraine, Middle East and Africa). These events make the Migration Law a legal area that needs to be researched and summarized, especially by young lawyers, who are going to develop it in the future. This hot legal topic would be a great opportunity for the local groups to widen the ELSA Members and all of the student's knowledge of the international, European and national legal acts as well as this would help in developing contacts with some big public institutions like UN and European offices or NGO's.

External Relations

International Organization for Migration can be contacted. Established in 1951, IOM is the leading inter-governmental organization in the field of migration and works closely with governmental, intergovernmental and non-governmental partners. <http://www.iom.int>

UN NGO committee on Migration- The mission of the NGO Committee on Migration is to encourage the promotion and protection of migrants and their human rights, in accordance with the United Nations Charter. <http://ngo-migration.org/about/>

European Program for Integration and Migration The European Programme for Integration and Migration (EPIM), an initiative of currently 13 European Foundations, has the goal of strengthening the role played by civil society in advocating for constructive approaches to migration in Europe. <http://www.epim.info>

European Council on Refugees and Exiles - The European Council on Refugees and Exiles (ECRE) is a pan-European alliance of 87 NGOs protecting and advancing the rights of refugees, asylum seekers and displaced persons. <http://www.ecre.org>

Migration Policy Group - independent think-tank working on Migration & Mobility, Brussels <http://www.migpolgroup.com>

European Border Management Agency (FRONTEX) <http://frontex.europa.eu/about-frontex/origin/>

International Centre for Migration Policy Development - The International Centre for Migration Policy Development (ICMPD) was founded in 1993, upon the initiative of Austria and Switzerland. The organisation was created to serve as a support mechanism for informal consultations, and to provide expertise and efficient services in the newly emerging landscape of multilateral cooperation on migration and asylum issues. <http://www.icmpd.org>

UN Committee on Migrant Workers - The Committee on the Protection of the Rights of All Migrant Workers and Members of their Families (CMW) is the body of independent experts that monitors implementation of the International Convention on the Protection of the Rights of All Migrant Workers and Members of Their Families by its State parties.

UN refugee agency <http://www.unhcr.org/cgi-bin/tehis/vtx/home>

Private Organizations, Universities and Law Firms

- Center for the study of Migration, Queen Mary, University of London
- Migrant and Refugee Communities forum
- Migrants Rights Network- Migrants' Rights Network is a young, dynamic national NGO working and campaigning in support of migrants in the UK. <http://www.migrantsrights.org.uk>
- Counseling Centre for Citizenship/Civil and Human Rights, Prague, Czech Republic
- Katholieke Universiteit Leuven, Institute for European Law, Belgium
- Immigrant Council of Ireland, Dublin, Ireland
- Radboud University Nijmegen, Center for Migration Law, Netherlands
- Helsinki Foundation for Human Rights, Warsaw, Poland

Recommended Timeline

2 years for this IFP topics

- war migration
- politic/economic/labour migration

The Outcome of the IFP

By focusing on this topic with the support of S&C, AA and STEP activities ELSA can be able to raise awareness of the protection of human rights related to migration issues and to contribute to legal education of law students and lawyers through Europe. All ELSA countries can organize some events, discuss problematic issues under migration law, make offers to UN bodies or some other organizations and arrange joint projects. National and local groups can cooperate with some state agencies or NGOs on migration and organize some activities. As an outcome, migrants will be more informed about their minority rights and European Community about its obligations towards them.

Other relevant information

Nowadays, this is a very hot topic that moves the world and attracts great interest in almost all of us. Every day in the media, there are new details about the number of migrants, whose numbers are increasing and in the coming years it would not be otherwise. In some people they raise concern about their future and the future of their country. Our IFP can disprove some of their questions, some acknowledge, and raise overall awareness of the situation. Since immigration law turned all the media resources, we can build on previous IFP topic and continue to work with potential media partners, that some local ELSA groups managed to get. We can participate with many other non-profit and Humanitarian Organizations, which often deal this topic.

Input Paper on the proposal concerning ELSA Law Schools and on the Summer Cycle Calendar

Below you may find the suggested practical implementation of the proposal on ELSA Law Schools.

Summer Cycle 2015/2016

PREPARATIONS

0. **Informative e-mail** regarding ELSA Law Schools (after the ICM Batumi – until the end of October)

- Officers will have a period of time to think about the organisation of the ELSA Law School
- Preliminarily explain the procedure and deadlines
- Publish an ELSA Law Schools calendar

1. ELSA Law Schools **Specification form**

- Call on mailing list, S&C FB group, Organising Committee FB group (02.11.2015)
- Deadline for Organising Committees to fill in the Specification form (30.11.2015)
- ELSA International creates ELSA Law Schools portal accounts for Organising Committees to be able to access the web page and fill in their details (23.11.2015 – 05.12.2015)
- ELSA International sends an e-mail with the name and password for the web (07.12.2015)
- ELSA International sends an e-mail with the timeline of the project, clarification of the dates, and tasks (07.12.2015)

2. Establish new Head of Organising Committee **Facebook group** (02.12.2015)

3. **Skype meetings** with Organising Committees

- ELSA Law Schools team clarifies all responsibilities, timeline, etc. to each single Organising Committee (07.12.2015 – 07.01.2016)

4. Head of Organising Committees to update themselves the ELSA **Law Schools portal** (05.12.2015 – 10.02.2016)

5. Unified terms & conditions are ready (02.02.2016)

6. Unified Application system is ready (02.02.2016)

APPLICATION PROCEDURE

7. Organising Committee has to fill in the basic details on the ELSA Law Schools portal (until 23.02.2016)

- date
- maximum number of participants
- preliminary outline of subtopics
- accommodation
- extra fees

8. ELSA International to control the ELSA Law Schools portal (24.02.2016)

9. Promotion I. by ELSA International “Application period is going to open” (01.03.2016 - 13.03.2016)

10. Opening of the application period (14.3.2016)

- ELSA International to contact the mailing lists, Facebook promotion
- ELSA International to publish the application form
- ELSA International to publish the terms & conditions with the application form

11. ELSA International grants the access to the database with the relevant applications to the Organising Committees (21.03.2016)

12. Promotion II. by ELSA International “Apply” (15.03.2016 – 01.05.2016)

13. ELSA Law Schools team conducts the preparatory **Skype meetings** with every single Organising Committee to prepare them for the selection period (14.03.2016 – 17.04.2016)

- mandatory for all the Organising Committees

14. Deadline of the application procedure (01.05.2016 at 23:59 CET)

- Organising Committees select the participants from the database (recommended 02.05.2016 – 08.05.2016)
- Organising Committees send out e-mails to the selected participants with an invoice, outlining that unless they provide a confirmation of payment by the specified time their application is cancelled (recommended 08.05.2016)
- Deadline for participants to send the confirmations of payment (recommended 15.05.2016)
- Heads of the Organising Committees have an option to request the ELSA Law School to be added to the additional application period, only if they did not have enough applications of sufficient quality (until 17.05.2016)
- ELSA International opens the Additional Application period (19.05.2016 – 29.05.2016)

15. Preparation of the Additional Application form (27.04.2016 - 18.05.2016)

16. Obligation to publish the full Scientific programme (01.05.2016 - 20.07.2016)
- Organising Committees are obliged to publish it 2 months before the start of international event
17. **Opening of the Additional Application period (20.05.2016)**
- ELSA International to contact the mailing lists, Facebook promotion
 - ELSA International to publish new application form
 - ELSA International to publish the Terms & Conditions with the application form
 - Promotion III. “Apply” (until 29.05.2016)
18. **Deadline for Additional Application (29.05.2016 at 23:59 CET)**
- Organising Committee selects the participants from the database (recommended 30.05.2016 – 05.06.2016)
 - Organising Committees send out e-mails to the selected participants with an invoice, outlining that unless they provide a confirmation of payment by the specified time their application is cancelled (recommended 05.06.2016)
 - Deadline for participants to send the confirmations of payment (recommended 12.06.2016)
19. Application/selection period is closed
- Organising Committees have to inform not selected applicants (until 15.06.2016)
20. Evaluation
- Head of the Organising Committee to organise the feedback from participants and the Organising Committee
 - Head of the Organising Committee to fill in the evaluation form provided by ELSA International

ELSA INTERNATIONAL TEAM

Input Paper on the Arbitration Clause of ELSA International

submitted by Nicolas Haas, Assistant for Jurisdiction of ELSA International 2015/2016

The current wording of the Arbitration Clause under article 19 of the Statutes of ELSA International is the following:

“Any dispute or difference arising out of or in connection with these Statutes shall be settled by arbitration in accordance with the UNCITRAL Arbitration Rules as may be currently in force.”

(<http://www.uncitral.org/pdf/english/texts/arbitration/arb-rules-revised/arb-rules-revised-2010-e.pdf>)

This Arbitration clause stipulates that instead of state court proceedings, internal disputes of the association should be dealt with through arbitration. As arbitration usually is much faster than litigation, and ELSA officers don't stay in office for many years it makes sense to have an arbitration clause.

In arbitration, it is possible to have either an institutional arbitration or ad-hoc arbitration, depending on the chosen arbitral rules. Institutional arbitration, being a proceeding organised by a non-governmental institution (e.g. the ICC in Paris, the WIPO in Geneva, CAS in Lausanne for sports arbitration) and thus well-established is, however, usually expensive due to the expert status and experience of the arbitrators, along with the associated administrative costs.

On the other hand, the ad-hoc arbitration proceeding's only costs are that which have to be paid to the arbitrators. Should the arbitrators refrain from compensation, the proceeding itself is generally free of charge. The UNCITRAL Arbitration Rules, which were chosen at previous ICMs are such Ad-hoc arbitration rules. This sole fact does not constitute the cheapest possible choice for dispute resolution itself, as ELSA could potentially have various forms of disputes, although it should be an efficient choice for most cases.

However, what this arbitration clause currently is missing is a choice of the seat of arbitration, which should not be mixed up with the venue of arbitration. The venue of arbitration means the geographical location, where the proceeding will take place (in which hotel, in which city/country), where the witness will be heard etc. It does not have any legal impact and is mostly chosen due to travel costs (similar the Jurisdiction of the venue of an ICM does not have any impact on the legal form of ELSA International). On the contrary, the seat of arbitration determines the lex arbitri applicable to the proceeding - the law of which country governs the procedural law. If for example Vienna is chosen as seat of arbitration, then the Austrian arbitration act would apply (see

http://www.viac.eu/images/documents/en/ZPO_Schiedsrecht_2014_en_im_VIAC_Layout.pdf.

Even though the arbitral rules determine many details of the proceedings, mandatory provisions within the lex arbitri prevail over the arbitral rules. Furthermore, the process of award appeal, enforcement of awards, and state court support & interference heavily relies on which lex arbitri applies (which seat of arbitration is chosen).

In the case of ELSA International, no seat of arbitration has been chosen in our arbitration clause ex ante. For such cases there is, however, a provision of art. 18 para 1 of the UNCITRAL rules (not to get distracted by the vague wording “place”, the UNCITRAL rules do unfortunately not clearly distinguish between seat and venue of arbitration). This ultimately means, that the arbitrators themselves can choose, which law should apply to the proceedings every time they handle a new case - not giving ELSA the possibility to prepare in advance for the newly applicable law or have continuity with several proceedings dealt under the same law.

For the said reasons it is essential to have a seat of arbitration chosen within the statutes - the choice of law shall also affect the speed of the final decision - not to mention, that such regulation could avoid having the arbitrators choose a random law, which would cause apparent problems to further proceedings. Good and recommendable choices for a seat of arbitration where the average time for a final decision by the court of appeal is rendered fast are

Switzerland (less than 5 months)

https://www.swissarbitration.org/sa/download/IPRG_english.pdf.

and Sweden (less than 15 months)

<http://swedisharbitration.se/wp-content/uploads/2011/09/The-Swedish-Arbitration-Act.pdf>.

And while the change of this article of the statutes is not currently the most urgent thing to do, changing it at one of the next ICMs, or doing so as soon as the jurisdiction is moved is advised and highly recommended.

For comparison of different seats of arbitration, feel free to use the following link <http://globalarbitrationreview.com/know-how/topics/61/jurisdictions/>.

NATIONAL GROUPS

Input Paper on the New Topic for the International Focus Programme

submitted by ELSA Turkey

We would like to raise discussion about the International Focus Programme which will be decided during this ICM. Our input for the IFP topic will be Immigration Law.

As we all know, we live in an era in which population movements are a constant reality. In 6 different continents and around 200 countries, masses of people leave their homes and homeland each day, and according to certain standards, we start to define these people as refugees, prima facie, internally displaced persons and migrants.

Why do people immigrate?

There are many possible answers to this question, one of them being as simple as "they want to", yet upon a closer look, we see that the majority of this displacement isn't voluntary, but instead mandatory. The imposing standards are sometimes situations as dire as wars, famine, extremely unfair resource allocation, natural disasters on a massive scale, inadequate social and economic conditions, cultural and political reasons etc.

What are the effects of immigration?

Immigration takes all ordinary living conditions, and converts them into extraordinary ones. Drastic decrease in life expectancy, epidemics, health problems, poor nutrition, sheltering problems, need to re-plan all resources, cheap labour are only a few of the negative effects mass immigration has.

The effects may be studied under these three main headlines: the economy, general peace and security, and health. The economic stability would take an impact, both for the immigrants personally, and for the country hosting these immigrants. These effects would come in the form of an increase in tax, due to overpopulation, and an over saturated job market, meaning not enough jobs for people. Immigrants are often taken advantage of by being given difficult jobs with unfair and unsupervised hours, and paid unfit wages and salaries for the unfair amount of work they have to do. This does not only constitute exploitation of people, but also violates basic human rights. People in developing countries immigrate to other countries, especially developed ones, in search of better education. Therefore, immigration has caused brain drain in developing countries too. The USA, for instance, is to be blamed for employing medical staff from developing countries. Brain drain has resulted in stagnant development in developing countries despite their heavy investment in education and research.

The second effect is destruction of peace and security by an increase in crime rate, and as a result, tension may rise among nations. Immigration has led to increased crime rates, drug trafficking and corruption. Some immigrants have ill motives, while others do not have any legal way of earning their living. For example, the Somalis immigrants caused a lot of security and drug-related problems in the northern part of Kenya. In some countries, local residents have a perception that immigrants and refugees are getting more benefits from the government and other non-government organisations than they are entitled, preventing these governments from taking proper care of its own citizens. These kinds of feelings have created a lot of tension and hostility among the public making them feel neglected by their own government. Local residents are, therefore, less motivated to work and are also less willing to pay taxes, as they believe that their government will use that money to assist immigrants instead of its own citizens. Illegal immigration can lead to negative feelings among many law-abiding citizens, who always wish to contribute to the growth of their economy. Moreover, apart from physical wounds or starvation, a large percentage of refugees develop symptoms of post-traumatic stress disorder (PTSD) or depression. These long-term mental problems can severely impede the functionality of the person in everyday situations; it makes matters even worse for displaced persons who are confronted with a new environment and challenging situations. They are also under a high risk of suicide.

Current Crisis and Statistics

Recent reports released by the International Organization for Migration (IOM) show that there are more than 200 million migrants worldwide.

Each year over 100,000 people try to enter the EU illegally. 20,000 immigrants died at sea before reaching EU borders. Immigrants follow different routes to enter the EU. The most common one is the Mediterranean Sea. In 2012, 58,770 migrants took this route. Much more than half of the immigrants (41,990) tried to enter the EU over the Eastern Mediterranean and through Turkey.

There has been an increase of 86% in the amount of people who are claimed as asylums in Europe from the first quarters of 2014 to early 2015.

According to the data released by the EU statistics office, 185,000 people sought asylum in the EU in the first quarter of 2015. According to the data for 2014 of the UN Refugee Agency, there were 13 million refugees worldwide in 2014. This year, 2015, only the refugees from Syria consist of a group of over 4 million people and this number does not include the asylum applications in Europe.

In 2014, there were 38 million people were recognized as internally displaced persons according to the UN Refugee Agency. The primary reasons of displacement were of course war and violence. In 2014 alone, 11 million people had to leave their homes, which means 1 person leaves their home every 3 seconds, at the end of the day we end up with 30,000 people who have left their homes and lives behind. The primary source of immigrants is Syria, with 7.6 million people. It means

19.9% of the total immigrant population. There has been an increase of 9 points in the numbers from 2013 to 2014, particularly around Northern Africa region and the Middle East.

Here is the UK government's statistics of immigration in 2015 just for an example:

The total number of journeys increased by 6% to a record of 118.4 million in the year ending March 2015 (+6.2million). The increase was accounted for by 5.5 million more journeys by British, other EEA and Swiss nationals (up 6%) and 0.7 million more journeys by non-EEA nationals (up 5%).

There were 25,020 asylum applications in the year ending March 2015, an increase of 5% in comparison to the previous year (23,803). The number of applications remains low relative to the peak number of applications in 2002 (84,132).

The number of passengers refused entry at port rose by 11% to 18,373 in the year ending March 2015 (+1,803).

The UK had the fifth highest number (31,400) of asylum applications within the EU in 2014. In 2014, four EU countries received more asylum applicants than the UK – Germany (166,800), Sweden (81,300), France (63,100) and Italy (56,300).

As a consequence, there are refugees, immigrants, and internally displaced people whose problems are displayed in the news as tragedies and humanitarian travesties of the 21st century. If people and governments fail to educate themselves and produce effective solutions, this will remain a growing issue. These issues are completely apparent to the general populace, however, unfortunately we have to say that as long as the policies in effect fail to take human rights as their basis, these tragedies and travesties will remain a constant.

In the current crisis, refugees, will continue to arrive at international borders for multiple reasons and with their different vulnerabilities. They should always be treated with humanity, regardless of their legal status. People fleeing conflict and persecution must have access to fair asylum and humanitarian protection. Migration can no longer be considered exclusively as an exceptional emergency situation. The future EU migration agenda should be led by a humanitarian imperative. International solution mechanisms should comprehend the fundamental reasons behind these tragedies and the importance of human dignity.

In light of the above stated information, ELSA Turkey believes that, this is a topic in absolute accordance with the vision of ELSA and that the ELSA Network has the possibility and the power to take a real step towards producing a remedy for this global issue, which is expected to grow even direr in the near future. We, as law students, have to face the reasons which force people to abandon their lives and homes. We strongly believe that we have to educate ourselves so that we can educate society and eventually, make the situation of forced immigration no more traumatic than it already has to be.

As the world's largest independent law students' association, which is capable of reaching 42 countries, 300 law faculties and 40.000 members, we strongly believe that if we take this step, we can change the lives of unfortunate people for the better.

Then maybe we'll witness children swimming in the Mediterranean, instead of drowning in it.

APPLICATIONS

MEMBERSHIP APPLICATIONS

Membership Application of ELSA Armenia

TO: THE COUNCIL and
THE INTERNATIONAL BOARD of
THE EUROPEAN LAW STUDENTS' ASSOCIATION

Dear Delegates to the ICM,
Dear Members of the International Board,

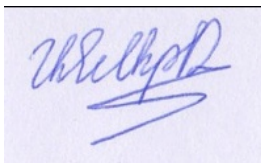
We, the Board of ELSA Armenia, are hereby presenting on behalf of our association ELSA Armenia's application for membership in ELSA.

We hereby declare:

- 1. to commit to the aims and activities of ELSA;**
- 2. to comply with the Statutes and Standing Orders;**
- 3. to guarantee that the future representation of ELSA by our association will be conducted seriously, respectfully and with dignity;**
- 4. to accept all obligations and responsibilities referring to the Member status.**

Our application is fully supported by our members, sponsors and partners, who hereby, together with the Board, commit to taking any and all steps necessary to establish a durable and functional National Group able and willing to represent the values of ELSA in Armenia.

The Republic of Armenia, the 25th of August, 2015



Ani Atanesyan
President

ELSA Armenia
on behalf of the Board

List of Annexes:

- Statutes and Standing Orders of ELSA Armenia (in English, compatible with the Statutes and Standing Orders of ELSA International);
- Consolidated activity reports of the Board;
- Declaration of commitment to the aims and activities of ELSA and the will to become a member of ELSA;
- Report on the organizational structure of ELSA Armenia;
- Report stating the status of recognition of Armenia and that there is no current member of ELSA present in Armenia.

Statutes and Standing Orders of ELSA Armenia (in English, compatible with the Statutes and Standing Orders of ELSA International)

**THE EUROPEAN LAW STUDENTS' ASSOCIATION
ARMENIA**

ELSA ARMENIA

The Republic of Armenia

STATUTES

PREAMBLE

WHEREAS the European Law Students' Association (ELSA) is an independent, non-political and non-profit making international organization of law students and young lawyers which was founded on May 4th, 1981 in Vienna, Austria;

RECALLING that the aims of ELSA are to develop professional and student relations of an international character in the field of law, to prepare its members for professional life in an international environment, to contribute to the exchange of scholarly experience and to stimulate mutual understanding and friendship on the principle of equality of all its members;

CONSCIOUS that continually expanding international relations in the fields of trade and industry, legislation and state administration make growing demands on all professionals, especially lawyers;

REALIZING that the European legal professions not only have to recognize the importance of growing international cooperation, but also have to prepare themselves for the demands created by this development;

CONVINCED that in order to satisfy all these demands and to broaden and improve the international aspect of education, practice and exchange, the existence of an international organization of law students and young lawyers is recommended;

EXPRESSING that within this competence, the supreme aims of ELSA are to encourage and facilitate direct contacts and cooperation, individually and collectively, whether informally or officially, between persons from different states involved in the field of law and to promote the usefulness of foreign legal experience by expanding the knowledge and understanding of the different concepts and solutions to legal questions developed in the member states;

REAFFIRMING, moreover, that ELSA hopes to encourage initial understanding and peaceful co-operation between member states in the spirit of the final act of the CSCE Conference concluded in Helsinki;

RECALLING that initiatives were undertaken by Ani Atanesyan, Tsovinar Ananyan, Anna Avetisyan and Ani Khlghatyan in order to prepare the creation of a European Law Students' Association in the Republic of Armenia;

THEREFORE the following Statutes are adopted by The European Law Students' Association-Armenia NGO in order to further these above-mentioned principles and aims, in compliance with the Statutes and Standing Orders of ELSA International.

ARTICLE 1 NAME / SEAT / DURATION

- 1.1 The non-governmental organization “THE EUROPEAN LAW STUDENTS’ ASSOCIATION ARMENIA” (hereinafter “Association”), is a non-profit organization, a non-governmental association, which doesn’t pursue an object of making profit and doesn’t distribute the received profit to its members (non-commercial organization), associates, law students, physical persons with legal profession-citizens of the Republic of Armenia, foreign citizens and stateless persons, in conformity with the procedure prescribed by law, on the basis of the community of their interests, in order to satisfy their non-religious spiritual or other non-material needs and implement other generally useful activities.
- 1.2 The official full name of the association shall be:
The European Law Students’ Association Armenia.
- 1.3 The official abbreviation of the association’s name shall be:
ELSA Armenia
- 1.4 The registered seat of the Association shall be:
**apt.2, 8 A.Sakharov,
0001-Yerevan, Republic of Armenia,
tel. (+374)94 93-42-72.**
- 1.5 The Association is established for an unlimited period of time, notwithstanding the provisions of article 11 of the present Statutes.
- 1.6 The establishment document of Association is the Establishment Agreement signed by Ani Atanesyan, Ani Khlghatyan, Tsovinar Ananyan, Anna Avetisyan on 29th August in 2013.

ARTICLE 2 STATUTORY OBJECT

- 2.1 The Association is a non-political, independent, non-profit making association whose aims are to promote, establish and develop mutual understanding, cooperation and personal contacts between law students and young lawyers from different states and legal systems, thereby equipping them for professional life in an international environment.
- 2.2 The Association shall endeavor to achieve the aims laid down in the preamble and statutes of ELSA International by participating in any field that shall promote those aims. Moreover, the main fields of activity shall be the following, without any priority in order:
- the Student Trainee Exchange Program (“STEP”), involving the exchange of trainees and providing work experience in foreign legal systems;
 - Seminars and Conferences (“S&C”), including inter alia the promotion and organization of law schools, study visits, seminars and conferences on legal issues, systems and skills;

- Academic Activities (“AA”), including inter alia the publication of law reviews, promoting essays and moot court competitions, a Legal Research Program (“LRP”) and an information database on studies abroad.

2.3 More generally, the Association may do anything that directly or indirectly falls within the scope of the provisions of the present article, always provided that (i) it is prohibited neither by law nor by the present Statutes, that (ii) it is in the best interest of the Association and that (iii) the non-commercial character of the Association remains intact.

ARTICLE 3 MINIMUM NUMBER OF MEMBERS

3.1 The minimum number of members shall be four (4).

3.2 Only Full Members, as defined in article 5, shall be taken into account for the purpose of the requirement laid down in the preceding paragraph.

ARTICLE 4 FOUNDING MEMBERS

4.1 The Founding Members set in Article 1.6 shall be considered as Full Members for the purposes of article 5.

ARTICLE 5 ADMISSION / WITHDRAWAL / EXPULSION

5.1 There shall be three categories of members:

- Full Members;
- Alumni;
- Honorary Members.

5.2 The following persons shall be eligible to qualify as Full Members of the Association:

- all students regularly enrolled in any law or law-related program taught at law universities in Armenia, e.g. Bachelor, Masters, PhD and similar programs up to a maximum of three years after obtaining their last degree or professional qualification;

5.3 Full Membership is contingent upon complying with the conditions set out in the preceding paragraph as well as upon payment of the Membership Fee, as defined in article 8 of the present Statutes.

5.4 A member shall automatically and immediately cease to be a Full Member when he/she

- fails to pay Membership fee more than one (1) year, or;
- ceases to fulfill the requirements provided for in Article 5.2 of the present Statutes, or;

- is expelled in accordance with paragraph 5.5.
- 5.5 A Full Member shall be expelled from the Association when he/she has, whether separately or jointly, violated the present Statutes, the Standing Orders and/or, more generally, harmed the interests of the Association and/or ELSA International, thereby causing considerable harm to the Association and/or ELSA International.
- 5.6 Former ELSA Armenia members shall be eligible for Alumni Membership. Alumni are deprived from all Full Membership rights.
- 5.7 The title “Honorary Member” may be conferred to any person having proved outstanding and extraordinary merits for the Association. Honorary Memberships shall be awarded on an extremely restrictive basis only and shall be deprived from all Full Membership rights.

ARTICLE 6 THE NATIONAL COUNCIL MEETING

- 6.1 The National Council Meeting is the supreme decision making body of the Association.
- 6.2 All Full Members have the right to attend National Council Meetings as well as the right of audience. They have equal rights to vote and to run for executive positions.
- 6.3 The National Council Meeting’s tasks include, but are not limited to:
- deciding on any proposed amendments of these Statutes;
 - adopting and amending the Standing Orders;
 - hearing the activity report(s) presented by the National Board;
 - electing and dismissing the National Board Members once a year or on request;
 - granting discharge to the outgoing National Board;
 - appointing two auditors for the forthcoming financial year;
 - approving the auditors’ report;
 - approving the annual accounts;
 - approving the budget;
 - establishing the membership fee, changing the amount of membership fee or abolishing it.
- 6.4 The National Council Meeting shall convene at least once a year on such date as established by the National Board or on the motivated request of at least 1/3 of the members of all Full Members.
- 6.5 When a National Council Meeting is to be held, the National Board shall inform all Full Members accordingly by sending them each at least fourteen (14) working days prior to the intended date a convening notice containing the exact time, place and agenda of such meeting. The convening notice shall be sent via any usual written means of communication that are readily accessible, such as, but not limited to, letters, emails and facsimile.

- 6.6 All proposals supported by at least one-twentieth (1/20) of Full Members shall be added to the agenda. Such proposals shall be notified to the National Board, as defined in article 7, at least forty-eight hours prior to the National Council Meeting, thereby leaving enough time to duly inform all Full Members.
- 6.7 In case the agenda contains an item relating to statutory elections, a call for candidacies shall be included in the convening notice. All candidacies shall be communicated orally or in writing to the National Board prior to the National Council Meeting.
- 6.8 Save where provided otherwise, all decisions are taken by absolute majority (50% + 1) of the votes cast, being all valid votes either for or against a proposal, but not including abstentions.
- 6.9 Following a National Council Meeting, the original minutes thereof shall be kept at the registered seat of the Association. A copy shall be circulated to all Full Members via any usual written means of communication that are readily accessible, such as, but not limited to, letters, emails and facsimile. Any decision materially affecting third parties shall be communicated in writing to those concerned.

ARTICLE 7 THE NATIONAL BOARD

- 7.1 The National Board is the supreme executive and administrative body of the Association. Notwithstanding paragraph 6.1, its main tasks include, but are not limited to, carrying out the decisions of the National Council Meeting, promoting the aims of the Association, representing it and ensuring that all current affairs are expedited in accordance with the Statutes, Standing Orders, guidelines and policies of the Association.
- 7.2 The National Board shall at all times consist of the following mandatory posts:
- the President;
 - the Secretary General;
 - the Treasurer.
- 7.3 The maximum number of National Board members shall be seven (7).
- 7.4 The National Council Meeting may elect Vice-Presidents for the following areas:
- Academic Activities;
 - Marketing;
 - Seminars and Conferences;
 - Student Trainee Exchange Program.
- 7.5 Notwithstanding the provisions of paragraph 7.7 and 7.8, the National Board may appoint any person (“Director”) to carry out a specific task.

- 7.6 The National Board shall be accountable to the National Council Meeting for all of its actions, inactions and decisions. To that effect, the National Board shall draw up an annual activity report as well as the annual accounts along with the explanatory notes relating thereto, if any. All these documents shall all be submitted to the National Council Meeting for review and approval within one month of the end of the Financial Year, as defined in paragraph 9.7, and remain attached to the minutes of such meeting.
- 7.7 The President shall be the legal representative of the Association. Save where explicitly provided otherwise, the President is vested with sole signatory power to enter into any and all agreements in the name and on behalf of the Association, provided always that the terms and conditions of such agreement fall within the scope of the statutory object as set out in article 2 of the present Statutes.
- 7.8 By way of exception to the preceding paragraph, the Treasurer shall be the sole person authorized to open, operate and close bank accounts in the name and on behalf of the Association. The Treasurer shall be the sole authorized signatory on such bank accounts.
- 7.9 If deemed useful, the National Board may delegate the power to enter into specific contracts on behalf of the Association. The powers provided for in paragraphs 7.7. and 7.8. shall never be held by the same person.

ARTICLE 8 MEMBERSHIP FEE

- 8.1 Each Full Member of the Association shall pay an annual membership fee as established by the National Council Meeting.
- 8.2 The annual membership fee is to be paid within three (3) months of the beginning of the Financial Year, as defined in paragraph 9.7, or three (3) months after acceptance of the application by the National Board, as the case may be.

ARTICLE 9 FINANCES / BUDGET / FINANCIAL YEAR

- 9.1 The costs of running the activities of the Association shall be funded by, but not limited to, annual membership fees, sponsorships, advertisements, donations, subsidies, and more generally any levies from private or public entities, whether in cash or in kind.
- 9.2 Such funds must not be accepted if they are tied to conditions contrary to the aims and principles of the Association as expressed in the preamble and Article 2 of the present Statutes.
- 9.3 The Treasurer shall submit a budget for the subsequent Financial Year to the National Council Meeting who shall decide thereupon.

- 9.4 Immediately after the adoption of the budget, the National Council Meeting shall appoint two auditors who must not be on the National Board.
- 9.5 At the end of each Financial Year, the Treasurer shall present a detailed report on the financial situation of the Association, comprising the annual accounts, a breakdown of any expenses and income as well as the explanatory notes relating thereto, if any.
- 9.6 The report shall be examined and reviewed by the two auditors appointed in accordance with paragraph 9.4 who will verify that the Treasurer has executed his/her mandate in an orderly manner and issue a recommendation on whether or not to grant discharge to the members of the National Board for the performance of their duties for the Financial Year under review.
- 9.7 The Financial Year shall start on January 1st and end on December 31st of the subsequent calendar year.

ARTICLE 10 AMENDMENT OF THE STATUTES

- 10.1 The National Council Meeting in its capacity as supreme decision-making body of the Association is solely competent to vote upon any amendments to the present Statutes.
- 10.2 A convening notice shall be sent to each Full Member in accordance with the provisions of paragraph 6.5.
- 10.3 The proposal to amend the statutes shall be included as a separate item in the agenda.
- 10.4 The National Council Meeting may validly deliberate only if two thirds (2/3) of the Members are present or duly represented.
- 10.5 In order for amendment to be adopted, a qualified majority of two-thirds (2/3) of the votes cast is required; votes cast meaning all valid votes either for or against a proposal, but not including abstentions.
- 10.6 Articles 8 and 9 of the Law shall be strictly observed.

ARTICLE 11 DISSOLUTION

- 11.1 The Association can be dissolved only by a decision of the National Council Meeting or the court.
- 11.2 The National Council Meeting forms a dissolution committee and defines the procedure and terms of dissolution. At the end of the dissolution of the Association the dissolution committee uses the property left after making the compulsory payments for realization of

charter objectives and goals of the Association in conformity with the procedure prescribed by the National Council Meeting, and if it is impossible transfer it to the state budget.

- 11.3 The Association can be reorganized by the decision of the National Council Meeting or in the cases prescribed by law by court decision in conformity with the procedure prescribed by law.

ARTICLE 12 SEVERABILITY

12.1 In case any provision or provisions of the present Statutes is held to be invalid, illegal, unenforceable or in conflict with the law of any jurisdiction, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired thereby.

12.2 Invalidity or unenforceability of one or more provisions of the present Statutes shall not affect any other provision of the present Statutes.

ARTICLE 13 GOVERNING LAW / JURISDICTION / COMPROMISE

13.1 The laws of the Republic of Armenia shall govern the Association and all the provisions of the present Statutes shall be construed in accordance therewith.

13.2 The Association shall be subject to the exclusive jurisdiction of the courts of the Republic of Armenia to the fullest extent permitted under law.

13.3 It shall be attempted to resolve any dispute between the Association and any member or any contractual party by way of mediation prior to bringing forward any legal proceedings.

Thus executed by the undersigned, being the Founding Members,
in the year two thousand and thirteen, on the 29th day of August.

[signature page immediately follows]

Ani Atanesyan
Tsovinar Ananyan
Ani Khlgatyan
Anna Avetisyan

Consolidated activity reports of the Board

ELSA Armenia gained observer status on the 25th of October in 2014. The period after the LXVI ICM in Bodrum, Turkey, was very active and productive for ELSA Armenia as we managed to fulfill the majority of the goals set in our One Year Operational Plan.

The detailed information about our activities as follows:

1. ORGANIZED EVENTS

- **26.11.2014**
ELSA Armenia organized ELSA day on human rights focusing on children's rights. Its format was a workshop where students discussed with professors the main issues of international acts and national legislation on human rights.
- **04.12.2014**
Information Day was organized by ELSA Armenia, the main aim of which was to present to law students the values and aims of ELSA, the main directions of ELSA's activities. The invitation was sent to different universities of Armenia and students from 3 universities took part in the event. Also journalists were present and information about the event was printed in the newspaper and web page of Yerevan State University.
- **15.12.2014**
The annual conference for PhD students with the cooperation of Law faculty of Yerevan State University.
- **25.04.2015**
A workshop on Refugee law with the participation of law students and UNHCR officers.
- **29.06.2015**
National Council Meeting
- **22.08.2015**
Conference on Mediation. During the conference mediators and professors explained students the institute of mediation and its importance for the society.

2. EVENTS PLANNED TO TAKE PLACE UNTIL THE LXVIII ICM IN BATUMI, GEORGIA

- **22.09.2015**

Workshop on Mediation. Joint workshop with the participation of students and mediators.

- **08.10.2015-10.10.2015**

Visits to schools. During the visits law students will have the opportunity to explain pupils their fundamental rights.

3. LEGAL RESEARCH GROUP

- ELSA Armenia took part in Legal Research Group on European Social Charter organized by ELSA International and as a result the research of ELSA Armenia was printed in the final publication.

4. MEMBERS' ACTIVITY IN ELSA LAW SCHOOLS AND STEP

- During 2015 our members took part in ELSA Law Schools in Czech Republic and Switzerland.
- Some of our members applied for STEP.

5. WEBPAGE, SOCIAL NETWORK

- We created our official web page, i.e. www.elsa-armenia.org. The page includes information about our activities, news and membership.
- Our Facebook page was improved and the number of followers increased.

6. ESTABLISHMENT OF LOCAL GROUPS

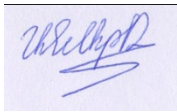
- The local group of Russian-Armenian (Slavonik) state university was established.
- The process of establishment of another local group in French Universities in Armenia is ongoing.

Declaration of commitment to the aims and activities of ELSA and the will to become a member of ELSA

ELSA Armenia declares the recognition of ELSA's aims and values and confirms its full support to ELSA and ensuring and outspreading its values and aims.

Taking into consideration the fact that after gaining observer status our members realized the importance of ELSA's existence in students' lives, we express our desire to become a full member of ELSA.

Best Regards,



Ani Atanesyan
President

ELSA Armenia

Report on the organizational structure of ELSA Armenia

1. The Board of ELSA Armenia

Following the National Council Meeting held on the 29th of June 2015, ELSA Armenia has a board comprised of:

President:	Ani Atanesyan
Secretary General:	Ani Khlghatyan
Treasurer:	Anahit Atanesyan
Vice President for Marketing:	Tsovinar Ananyan
Vice President for Seminars and Conferences:	Anna Avetisyan

2. Membership and Funding

ELSA Armenia counts, as of September 2015, 210 members from all years and study courses of the law faculties in the Republic of Armenia. Membership is open to all students regularly enrolled in law faculties of the Republic of Armenia.

The National Council Meeting on the 29th of June established a membership fee. The amount of annual membership fee is 1000 AMD (approximately EUR 2,00).

The majority of the income of ELSA Armenia consists of the support of our corporate partners and sponsors.

3. Local groups

Currently ELSA Armenia has one local group in the Russian–Armenian (Slavonic) State University. There are ongoing negotiations with the French University in Armenia for the establishment of a second local group.

4. Administration and communication

ELSA Armenia is incorporated as a non-profit association. We have an office in the address Yerevan, RA, A. Sakharov 8, apt. 2, tel. (+374)9493-42-72, (+37410)546-978. ELSA has office facilities at the Law Faculty of Yerevan State University, too. We have partnerships with the Chamber of Advocates of RA, Bar Association of RA and Yerevan State University of RA.

Board meetings are held bi-weekly. The members are informed of the relevant decisions and news by mail, Facebook and our official page, i.e. www.elsa-armenia.org.

The official language of ELSA Armenia is Armenian.

Report stating the status of recognition of Armenia and that there is no current member of ELSA present in Armenia;

STATUS OF RECOGNITION OF ARMENIA

ELSA Armenia is a non-governmental organization and has its center of activities in the Republic of Armenia. The Republic of Armenia is a sovereign state, a member of the United Nations and other international organizations.

EXCLUSIVITY

The board hereby declares that there is no other ELSA group in Armenia. No other associations in the Republic of Armenia are a Member or Observer of ELSA.

ANNEXES

ANNEX 1 – FINAL ACCOUNTS OF ELSA INTERNATIONAL 2014/2015

The Final Accounts of ELSA International 2014/2015 and the Annexes to them can be seen and downloaded on the following links:

http://files.elsa.org/FM/Final_Accounts_2014_2015/Final_Accounts_of_ELSA_2014-2015.pdf

http://files.elsa.org/FM/Final_Accounts_2014_2015/ANNEXES_to_Final_Accounts_of_ELSA_2014-2015.pdf

Due to the extensiveness of the document and in order for us to maintain correctness of labelling and form, they are not included as text in these Working Materials.

ANNEX 2 – FINAL ACCOUNTS OF THE ELSA DEVELOPMENT FOUNDATION 2014/2015

The Final Accounts of the ELSA Development Foundation for 2014/2015 can be seen as Annex 2 to the Consolidated Financial Statements and downloaded on the following link:

http://files.elsa.org/FM/Final_Accounts_2014_2015/ANNEXES_to_Final_Accounts_of_ELSA_2014-2015.pdf

Due to the extensiveness of the document and in order for us to maintain correctness of labelling and form, they are not included as text in these Working Materials.

ANNEX 3 – INTERNAL AUDITOR’S REPORT ON THE FINAL ACCOUNTS 2014/2015

Introduction

We carried out the final Audit at the ELSA House in Brussels on the 31st of July to the 2nd of August 2015. As was the case with our work in producing the Interim report, we found the Treasurer and other members of the IB to be fully co-operative both in the time leading up to our visit and during our work in the ELSA House.

Compared to the interim accounts, the records were improved. We were happy to see that the Treasurer followed up on our recommendations.

We are satisfied that the accounts are in order and are an accurate representation of the financial position of ELSA International. We discovered no evidence of fraud relating to the accounts.

ELSA International

Tax Situation

As noted in our interim report, previous audit reports have highlighted that there is an unknown tax liability of ELSA International, in particular in relation to Value Added Tax (VAT).

Whilst we were at ELSA house we received an update from the incoming IB Treasurer Marek Škultéty on the tax situation, which he gave in his capacity as part of the working group on jurisdiction which has been considering this issue as part of advising on the costs and benefits of moving the jurisdiction of ELSA International (with the current end date of ICM Malta 2016). We were advised that the current 5,000€ allocation for tax advice has not been spent in the 14/15 financial year, and therefore it is proposed to carry over this allocation create a 10,000€ allocation for the 15/16 financial year. We recommend that this is done to ensure that ELSA can obtain the necessary advice to ensure the legality of its operations, and to establish a sustainable method for accounting its taxes in the future.

We noted that advice has been received on a voluntary basis from ELSA alumni, and this creates a reasonable starting point, we continue to recommend that ELSA pays for tax advice and continues to press ahead with resolving this matter.

Debts of ELSA National Groups

At ICM Cluj-Napoca a specific request was made in the joint BEE/FM for the auditors to look at the level of debt of owed by National Groups to ELSA International. We have compared the current outstanding debts of ELSA groups to previous years and the amounts owed are broadly in line with previous years. We reviewed the current list of debtors with the IB treasurer, and we are happy that the current treatment of the debt is reasonable, and we are satisfied that those debts

that need to be treated as doubtful in the accounts have been correctly recorded. A payment agreements are in place for the majority, and are in general being followed we consider this a reasonable way of dealing with the debts, and we do not consider that any change in practice is required.

European Youth Foundation Grant

Ahead of our audit the Treasurer informed us of issues arising concerning the European Youth Foundation Grant that was provided to support the Mid-IFP conference organised by ELSA Zagreb. This grant had been divided by ELSA International between ELSA Zagreb and ELSA International when it was received, and it had been assumed that if the conference was delivered under budget that the surplus could be retained, and the contract between ELSA Zagreb and ELSA International allowed for any surplus made by ELSA Zagreb to be retained by ELSA Zagreb.

However after the submission of the final report to the EYF, a repayment request was made to ELSA International of the Surplus of the event, as the rules of the EYF prevent profit being made by the beneficiaries. This information was set out in the grant offer to ELSA International.

ELSA International has made the repayment in full to the EYF, who it should be noted have communicated their gratitude to ELSA International for their honest reporting of the event, therefore there is no reputational damage to ELSA.

However ELSA International has suffered a loss due to the difference between the amount retained by ELSA International, and the total amount repaid to the EYF. The amount of this loss is 2,267€.

Given the lack of clarity in the contract, and the fact that the EYF grant terms are only binding on ELSA International, we consider it correct that no recovery attempt has been made against ELSA Zagreb, and that this loss falls to ELSA International. It should be noted that the contract between ELSA Zagreb and ELSA International was signed by the previous IB, therefore blame for the situation does not solely rest with the 2014/15 Board, although potentially the issue could have been avoided had there been greater care taken to review the EYF contract when the grant was first received, which would have allowed for a different budgeting strategy for the conference to have been taken.

We do not expect this issue to re-occur as the contract for the next IFP conference, which will also be supported by EYF, has been modified to take account of this issue.

General Comments on Travel Regulations

There are some general comments on the travel claims, which although these are across a variety of different ELSA Accounts, because they all concern the same set of regulations it seems sensible

to collate them into this section. This is the first opportunity to consider the regulations in terms of how they function since they were passed at ICM Cluj-Napoca.

1. The requirement that receipts in languages other than English be submitted with a covering note translating them has in general not been obeyed. Where the receipts are in a latin alphabet this is not a problem for the auditors as they can generally understand them, either using their own knowledge of the language or using software such as google translate. Where they are not in a Latin alphabet it is impossible to know what is being reimbursed. This generally relates to expenditure incurred in Eastern Europe.
2. In the current regulations mileage claims are based on readings taken from the cars odometer. This is typically in the form of a photograph taken of the cars dashboard showing the mileage at the start and end of the journey. This is not necessarily the most useful evidence to support a claim as it is not possible to know the location of the car, and the time between the two readings. However it is possible to determine the journey length from google maps or similar websites, although this requires that the mileage claim indicate the journey made, which was not always clearly recorded on the mileage claim.
3. In general we support the rate and consider it to be a reasonable cost for using the car. The rates will inevitably be higher than the fuel, but the potential for profit is limited. As always the comparison should be between the cost of using the car and the cost of other transport, and considering other factors such as convenience. The price is generally broadly comparable to hiring a car.

Reimbursement for Lunch with an External Partner

In June, two Board Members, Dariia Oliinyk and Idil Buke Civelek had lunch with an individual who had been supporting and assisting ELSA. They paid for the lunch out of their own pocket, but not intending to reclaim the amount from ELSA. However at the board meeting of the 9th of June, the board voted with 4 in favour, no objections, (2 abstentions from the beneficiaries of the decision) to reimburse 90€ for the lunch, as it was decided that this was ELSA business and therefore should not be born by the individuals.

This payment was made without a receipt or evidence of expenditure. Therefore the Treasurer informed us of this payment ahead of the report, as Regulations 2.1 and 2.3 of the decision book require that all reimbursements are made on the basis of receipts. Before our audit we requested if additional information could be obtained, such as a bank statements showing a payment at the restaurant, if a copy of the receipt could not be obtained. However it was not possible to obtain such evidence.

We note that the board is legally entitled to not follow this regulation as it is a Decision book, as only the Statutes are formally registered in the Netherlands as governing ELSA, however the Decision book should still be followed as it is an expression of the will of the Council as the supreme governing body of the organisation.

We discussed this issue with the Treasurer during our time at ELSA house, who proposed that a possible solution was to talk with the individual, but we did not feel that this would necessarily resolve the situation, and was not the primary issue. We accepted that there was no reason to believe that the payment was false, and the claim was not correct, however it is in breach of the regulations that are there to control and regulate expenditure.

Board Meeting Minutes

The board meeting minutes were well structured and written. The documentation on which the discussion and decision were made was in order and complete. The decisions concerning financial issues were regularly done well in advance and correctly recorded.

Current Account

The Current account was in better order than our previous visit, with a noticeable improvement in the general recording keeping and accuracy of the ledger. We discovered no major issues, however there were a couple of minor issues. With the exception of issues specifically highlighted above, the only other issue identified was an overpayment of a travel claim, where an item labelled as a “credit card” charge was erroneously paid. This amount was in fact the minimum payment on the individuals’ credit card, which was included on the travel claim and not noticed by the Treasurer.

However the amount was minimal (15€) and not worth attempting to reclaim several months after the payment of the claim.

EMC2

This account was generally in order. There are multiple instances of payments not being possible to exactly match to the value of the invoice, but the price is in all cases close enough to make a match. This issue is caused by the variety of currencies and locations that payments are made to, and are an inevitability of managing a competition with very large expenses arising outside of the Eurozone.

There were some documents missing to support payments made to World Trade Organisation staff who had kindly used their own money to buy airline tickets for African Contestants when the ELSA bank account and credit card had reached their daily expenditure limits, however the treasurer was able to provide us with these before the end of our visit to ELSA house. This does highlight that there is a continuing issue that the ELSA bank account has limits on its daily transactions that occasionally interferes with the day to day management of the organisations finances.

Paypal

The paypal account has seen a greater income than usual due to a large amount of donations arising from the World Trade Organisation.

When inspecting the account it was noted that the treasurer had only recorded the amount as it reached the ELSA International bank account, which was the amount received after the paypal transaction fee had been recorded. We felt that this was not a true and fair recording of the payments received, and requested that the Treasurer record the full amount paid as income, and then record the losses from bank charges as an expense.

Since the completion of our audit, it has been confirmed that these amendments have been made, and will be reflected in the end of year accounts. This does mean that the expenditure of bank charges has exceeded the amount set in the ELSA budget, but we consider that this is not an issue because the income attached to this expense is a substantial windfall for the organisation, and could not have been foreseen when the budget was set.

Paypal donations are clearly a popular way for people to make donations to ELSA and have yielded substantial income, however the management of this account should be considered by the new board as it may not be the best way of collecting donations in terms of value for money for ELSA, due to these transaction charges, which absorb approximately 5% of the total amount.

Petty Cash

The amount of Petty Cash present exceeded the balance indicated by the accounts of ELSA International, however given the difficulties in balancing petty cash, this is not a cause for concern. The Treasurer indicated that this was probably caused by payments into the petty cash not being properly recorded, and as payments are sometimes received by board members other than the Treasurer when the Treasurer is away from ELSA house this situation would be expected to be difficult to manage.

We recommend that all Board members are reminded of the importance of financial record keeping.

Credit Card

As well as for the first part of the term in office, there were a couple of invoices missing. On request the Treasurer checked and provided the invoices or prepared a cover letter to explain why the invoice was not available. In any case we find the expenditure to be reasonable and coherent with the expenses of ELSA.

ELSA Development Foundation

All the files and minutes were in good order and all decisions were recorded and had been made in accordance with the EDF rules.

Conclusions

After having reviewed all the materials provided to us, we certify that, to the best of our knowledge, the final accounts correctly reflect the financial situation of ELSA. We therefore recommend to

the Council to approve the final accounts of the European Law Students’ Association and of the ELSA Development Foundation for the term 2014/2015.

Angelica Bertino

Auditor

ELSA International 2014/2015

Harry Mach

Auditor

ELSA International 2014/2015

ANNEX 4 – PROPOSED REVISION OF THE BUDGET OF ELSA INTERNATIONAL 2015/2016

INCOME	Term 2015/2016	Proposal
Finance Income		
Bank Interest	300.00	300.00
Total Finance Income	300.00	300.00
General Income		
ELS Contribution	2,000.00	2,000.00
Grants	0	
Erasmus +		14,500.00
Structural Grant		10,000.00
Grants total		24,500.00
Income from Members		
Membership Fee	23,000.00	23,000.00
Observer Administration Fee	150.00	200.00
Total Income from Members	23,150.00	23,200.00
Marketing Income		
Online Advertisement Sales	19,000.00	19,000.00
Synergy Autumn Edition	12,000.00	12,000.00
Synergy Spring Edition	12,000.00	12,000.00
Total Marketing Income	43,000.00	43,000.00
Partnership Income	42,500.00	22,500.00
Uncategorized Income	600.00	600.00
Taxes allocated from last year	0.00	5,000.00
Erasmus+ grant	14,500.00	0.00
Total General Income	125,750.00	120,800.00
Project Income		
Christmas Cocktail	700.00	700.00
EMCC Income		
EMCC FOR Participation Fee	16,000.00	16,000.00
EMCC Registration Fee	19,000.00	19,000.00
EMCC Sponsorship	40,000.00	40,000.00
Total EMCC Income	75,000.00	75,000.00
HRMCC Income		
HRMCC FOR Participation Fee	14,000.00	14,000.00
HRMCC Grant Income	15,000.00	15,000.00
Total HRMCC Income	29,000.00	29,000.00

Visits to the House Income	5,000.00	5,000.00
EYF Project Grant	18,000.00	18,000.00
Transition BBQ Income	2,000.00	2,000.00
Total Project Income	129,700.00	129,700.00
TOTAL INCOME	255,750.00	250,800.00
EXPENSES	Term 2015/2016	Proposal
Financial Expenses		
Bank Charges	350	350
Interest Expense	100.00	100.00
Total Financial Expenses	450.00	450.00
General Expense		
Annual Report	500.00	500.00
Depreciation Expense	2,000.00	2,000.00
ELSA House		
Electricity	2,500.00	2,500.00
Heating	3,000.00	3,000.00
Insurance	400.00	400.00
Rent of House	29,400.00	29,400.00
Repairs	1,000.00	1,000.00
Water	2,000.00	2,000.00
Total ELSA House	38,300.00	38,300.00
Internal Audit	1,500.00	1,500.00
Internal Meetings		
Autumn ICM	3,250.00	3,250.00
Other Internal Meetings	2,000.00	2,000.00
Spring ICM	2,500.00	2,500.00
Total Internal Meetings	7,750.00	7,750.00
International Board Allowance	32,400.00	32,400.00
Marketing Expense		
General Marketing Expense	1,000.00	1,000.00
Synergy Autumn Edition	11,000.00	11,000.00
Synergy Spring Edition	11,000.00	11,000.00
Total Marketing Expense	23,000.00	23,000.00

Office and Communication		
Housing of Server	1,000.00	1,000.00
Internet	600.00	600.00
Data protection & IT	3,000.00	3,000.00
Office Supplies	2,000.00	2,000.00
Phone and Fax	1,100.00	1,100.00
Postage and Delivery	500.00	500.00
Upgrade of Office Facilities	1,000.00	1,000.00
Total Office and Communication	9,200.00	9,200.00
Previous Term Expenses	500.00	500.00
Representation	300.00	300.00
Statutes Amendments	0.00	0.00
Trainings	2,000.00	2,000.00
Travel Expenses		
Directors' Travel Expenses	1,000.00	1,000.00
Meetings with Externals	2,500.00	2,500.00
Meetings within the Network	3,900.00	3,900.00
Total Travel Expenses	7,400.00	7,400.00
IB's travels in and out of the house	0.00	0.00
Visa expenses	0.00	0.00
Taxes	5,000.00	5,000.00
Uncategorized Expenses	4,230.00	4,230.00
Total General Expense	134,080.00	134,080.00
Project Expense		
Christmas Cocktail (exp.)	700.00	700.00
EMCC		
EMCC Administration	4,000.00	4,000.00
EMCC FOR Administration	5,000.00	5,000.00
EMCC FOR Meals	19,000.00	19,000.00
EMCC FOR Panelists	5,000.00	5,000.00
EMCC FOR Transportation	2,000.00	2,000.00
EMCC Support for Rounds	7,000.00	7,000.00
EMCC Travels	4,000.00	4,000.00
African Round	21,000.00	21,000.00
Total EMCC	67,000.00	67,000.00
HRMCC Expenses		
HRMCC Accommodation	15,000.00	15,000.00
HRMCC Administration	4,000.00	4,000.00
HRMCC Meals	5,500.00	5,500.00
HRMCC Panelists	4,000.00	4,000.00
Total HRMCC Expenses	28,500.00	28,500.00

Visits to the House Expense	4,500.00	4,500.00
OYOP Weekend	500.00	500.00
Train the Trainers week	0.00	0.00
ITP Refreshment Weekend	0.00	1,000.00
EYF Project	18,000.00	18,000.00
Transition BBQ	2,000.00	2,000.00
Total Project Expense	121,200.00	122,200.00
TOTAL EXPENSE	255,730.00	256,730.00
Net Ordinary Income	20.00	-5,930.00
Other Income/Expense		
Other Expense		
Currency change loss	20.00	20.00
Total Other Expense	20.00	20.00
Net Other Income	-20.00	-20.00
PROFIT FOR THE YEAR	0.00	-5950.00

ANNEX 5 – DEBTORS OF ELSA INTERNATIONAL AS OF SEPTEMBER 20TH, 2015

Type of debt	Date	Owned to	Open balance	% Total
ELSA Albania				
Opening Balance	01.08.2015	ELSA	59.44	
Membership Fee 2015/2016**	10.09.2015	ELSA	53.93	
Total ELSA Albania			113.37	0.38%
ELSA Armenia*				
Opening Balance	01.08.2015	EDF	27.00	
Opening Balance	01.08.2015	ELSA	96.29	
Observer Administration Fee 2015/2016**	14.9.2015	ELSA	50.00	
Total ELSA Armenia*			173.29	0.58%
ELSA Azerbaijan				
Opening Balance	01.08.2015	ELSA	-6.57	
EDF Contribution 2015/2016**	10.09.2015	EDF	127.15	
Membership Fee 2015/2016**	10.09.2015	ELSA	199.16	
Total ELSA Azerbaijan			319.74	1.07%
ELSA Belarus				
Opening Balance	01.08.2015	ELSA	50.00	
Observer Administration Fee 2015/2016**	14.9.2015	ELSA	50.00	
Total ELSA Belarus			100.00	0.33%
ELSA Belgium				
EDF Contribution 2015/2016**	10.09.2015	EDF	98.00	
Membership Fee 2015/2016**	10.09.2015	ELSA	576.69	
Total ELSA Belgium			674.69	2.26%
ELSA Bosnia and Herzegovina				
Opening Balance	01.08.2015	ELSA	371.06	
Membership Fee 2015/2016**	10.09.2015	ELSA	106.95	
Total ELSA Bosnia and Herzegovina			478.01	1.60%
ELSA Bulgaria (payment agreement)				
Opening Balance	01.08.2015	ELSA	1154.88	
Membership Fee 2015/2016**	10.09.2015	ELSA	64.40	
Total ELSA Bulgaria			1219.28	4.08%
ELSA Croatia				
Membership Fee 2015/2016**	10.09.2015	ELSA	292.91	
Total ELSA Croatia			292.91	0.98%
ELSA Cyprus				
Membership Fee 2015/2016**	10.09.2015	ELSA	90.54	
Total ELSA Cyprus			90.54	0.30%
ELSA Czech Republic				
EDF Contribution 2015/2016**	10.09.2015	EDF	429.89	
Membership Fee 2015/2016**	10.09.2015	ELSA	340.96	
Total ELSA Czech Republic			770.85	2.58%

ELSA Denmark					
Membership Fee 2015/2016**	10.09.2015	ELSA	363.61		
Total ELSA Denmark			363.61	1.22%	
ELSA Finland					
EDF Contribution 2015/2016**	10.09.2015	EDF	68.75		
Membership Fee 2015/2016**	10.09.2015	ELSA	438.64		
Total ELSA Finland			507.39	1.70%	
ELSA France (Payment Agreement)					
Opening Balance	01.08.2015	ELSA	2650.00		
EDF Contribution 2015/2016**	10.09.2015	EDF	125.00		
Membership Fee 2015/2016**	10.09.2015	ELSA	545.67		
Total ELSA France			3320.67	11.12%	
ELSA Georgia					
Membership Fee 2015/2016**	10.09.2015	ELSA	146.32		
Total ELSA Georgia			146.32	0.49%	
ELSA Greece					
Membership Fee 2015/2016**	10.09.2015	ELSA	251.00		
Total ELSA Greece			251.00	0.84%	
ELSA Hungary					
Membership Fee 2015/2016**	10.09.2015	ELSA	317.32		
Total ELSA Hungary			317.42	1.06%	
ELSA Iceland (no longer observer)					
Opening Balance	01.08.2015	ELSA	1381.40		
Total ELSA Iceland			1381.40	4.63%	
ELSA Ireland (payment agreement)					
Opening Balance	01.08.2015	ELSA	432.93		
EDF Contribution 2015/2016**	10.09.2015	EDF	51.18		
Membership Fee 2015/2016**	10.09.2015	ELSA	444.78		
Total ELSA Ireland			928.89	3.11%	
ELSA Kazakhstan					
Opening Balance EDF	01.08.2015	EDF	484.00		
Opening Balance	01.08.2015	ELSA	1592.67		
Total ELSA Kazakhstan*			2076.67	6.96%	
ELSA Italy					
EDF Contribution 2015/2016**	10.09.2015	EDF	110.25		
Membership Fee 2015/2016**	10.09.2015	ELSA	1795.42		
Total ELSA Italy			1905.67	6.38%	
ELSA Latvia (payment agreement)					
Opening Balance	01.08.2015	ELSA	800.00		
Membership Fee 2015/2016**	10.09.2015	ELSA	78.08		
Total ELSA Latvia			878.08	2.94%	
ELSA Luxembourg					
Membership Fee 2015/2016**	10.09.2015	ELSA	143.07		
Total ELSA Luxembourg			143.07	0.48%	

ELSA Montenegro				
Opening Balance	01.08.2015	ELSA	242.69	
Membership Fee 2015/2016**	10.09.2015	ELSA	61.89	
Total ELSA Montenegro			304.58	1.02%
ELSA Norway				
EDF Contribution 2015/2016**	10.09.2015	EDF	54.20	
Membership Fee 2015/2016**	10.09.2015	ELSA	474.98	
Total ELSA Norway			529.18	1.77%
ELSA Poland				
EDF Contribution 2015/2016**	10.09.2015	EDF	434.65	
Membership Fee 2015/2016**	10.09.2015	ELSA	1277.49	
Total ELSA Poland			1712.14	5.73%
ELSA Portugal				
Membership Fee 2015/2016**	10.09.2015	ELSA	784.71	
Total ELSA Portugal			784.71	2.63%
ELSA Republic of Moldova				
Observer Administration Fee 2015/2016**	14.9.2015	ELSA	50.00	
Total ELSA Republic of Moldova*			50.00	0.17%
ELSA Romania				
Opening Balance	01.08.2015	ELSA	-3.57	
Membership Fee 2015/2016**	10.09.2015	ELSA	844.33	
Total ELSA Romania			840.76	2.82%
ELSA Russia				
Opening Balance	01.08.2015	ELSA	2315.57	
Observer Administration Fee 2015/2016**	14.9.2015	ELSA	50.00	
Total ELSA Russia*			2365.57	7.92%
ELSA Serbia (payment agreement)				
Opening Balance	01.08.2015	ELSA	775.61	
Membership Fee 2015/2016**	10.09.2015	ELSA	114.94	
Total ELSA Serbia			890.55	2.98%
ELSA Slovak Republic				
EDF Contribution 2015/2016**	10.09.2015	EDF	150.00	
Membership Fee 2015/2016**	10.09.2015	ELSA	416.83	
Total ELSA Slovak Republic			566.83	1.90%
ELSA Slovenia				
Membership Fee 2015/2016**	10.09.2015	ELSA	265.17	
Total ELSA Slovenia			265.17	0.89%
ELSA Spain				
Membership Fee 2015/2016**	10.09.2015	ELSA	1444.18	
Total ELSA Spain			1444.18	4.84%
ELSA Sweden				
Membership Fee 2015/2016**	10.09.2015	ELSA	855.64	
Total ELSA Sweden			855.64	2.87%

ELSA The Netherlands				
Membership Fee 2015/2016**	10.09.2015	ELSA	744.08	
Total ELSA The Netherlands			744.08	2.49%
ELSA Turkey				
Membership Fee 2015/2016**	10.09.2015	ELSA	211.14	
Total ELSA Turkey			211.14	0.71%
ELSA Ukraine (payment agreement)				
Opening Balance	01.08.2015	ELSA	314.66	
Membership Fee 2015/2016**	10.09.2015	ELSA	456.66	
Total ELSA Ukraine			771.32	2.58%
ELSA United Kingdom				
Membership Fee 2015/2016**	10.09.2015	ELSA	1066.04	
Total ELSA United Kingdom			1066.04	3.57%
TOTAL			29854.76	100.00%

* These are former member countries of ELSA.

** Membership Fee invoices, EDF contributions, and Observer administration fees are due 15th of October, that is after this list of debtors was compiled.

ANNEX 6 – STRATEGIC PLAN YEARLY REPORT

Second year of implementation of the Strategic Plan 2013-2018

Introduction

The Strategic Plan 2018 was accepted at the International Council Meeting in Cologne in the spring of 2013. The plan replaced the Strategic Plan of 2013 which also had lasted for 5 years. The Decision Book mandates a yearly report be written at the end of every term and a conclusive report at the end of the 5 year period. In the first year of implementation two supporting documents were created: a Handbook on Strategic Planning and a Strategic Goals Implementation Manual. A Strategic Implementation Team was also appointed early in the year.

Year overview

- **XLIX IPM Graz – August 2014**

At the IPM in Graz a sessions was allocated to *Strategic Planning and Implementation*. Many new officers had become presidents who had not previously been part of the making of the Strategic Goals or knew nothing about it. The aim was therefore to give an introduction to strategic planning in general and to implementation of the current goals. The two supporting documents were presented and the participants got time in smaller groups to discuss the fulfilment of the goals. A longer session was also dedicated to *Experience Sharing and Best Practices*. The idea with this from the beginning was to develop the organization without directly discussing the Strategic Goals. This way people were free to exchange good ideas, no matter if they explicitly were stated in the Strategic Plan or not. This was a very successful strategy as the feedback was very positive about this session. Strategic Implementation Sessions were also held for some of the other areas at the Key and Supporting Area Meetings.

- **LXVI ICM Bodrum – October 2014**

There was not much focus on the Strategic Goals at the ICM in Bodrum. One successful workshop though was *Strategic Goals 2018 in S&C* held in the S&C workshop by the Strategic Implementation Team. It focused on a practical approach on how to reach the S&C related goals in the Strategic Plan.

- **L IPM Baku – February 2015**

There was no specific Strategic Planning session, but there again was an Experience Sharing and Best Practices Session. At this point many of the presidents had more experience to share about board management and new projects.

- **LXVII ICM Cluj-Napoca**

At the ICM in Cluj-Napoca the presidents had a session called *Strategic Goals 2018*. Some specific BEE related goals had been selected beforehand and after a short introduction the workshop was divided into smaller groups to discuss how to fulfil them, if they are feasible to fulfil and to share experiences about the goals.

Strategic Goals Questionnaire

During the term of the previous Strategic Plan, a Strategic Goals Questionnaire was sent out to all National Groups to be filled out. The goals of the Strategic Plan 2013 were mostly quantitative so monitoring them were a matter of statistical analysis. With the Strategic Plan 2018 we have moved into a qualitative goal formulation which makes monitoring more difficult. It was decided that the Strategic Goals Questionnaire should be implemented into the State of the Network Questionnaire so to force the National Groups to answer them as their voting rights are contingent on it.

As last year it has been a problem of how to analyse these answers. No overall development or direction can be interpreted by the answers and the amount and quality of the data makes it very difficult to compare years to each other.

Strategic Implementation Team

The idea of the Strategic Implementation Team was to further discuss and find solutions to the some problems, like how to analyse the SG Questionnaire and to be a support for the National Groups in implementing the Strategic Goals.

The Team did a great job at the S&C workshop at the ICM in Bodrum in helping S&Cers to familiarise themselves with relevant goals and facilitating discussions on how to implement them. Unfortunately not much else has been achieved. There was no solution on how to analyse the SG Questionnaire and other ideas were not implemented.

Recommendations

- The Strategic Goals are very comprehensive and do not outline a strategy, but many goals which always will be present. An idea could be to focus more narrowly, both in terms of which goals should be given priority and who should fulfil them. That might be difficult to do within the current framework, but for future Strategic Plans that is definitely an important point.
- Be aware of the Strategic Goals when following up with coaching countries. The Strategic Goals Questionnaire now functions more like historic record than a practical tool. Following the development of National Groups more closely and implementing Strategic Goals development can be a more practical way of monitoring.

- Without having any concrete ideas now, revisiting the Strategic Goals regulations in the Decision Book to make it more practical could be an idea. I would not hesitate evaluating if the current Strategic Goals are serving their purpose already now, in the middle of their period.



Armin Khoshnewiszadeh

President

ELSA International 2014/2015

ANNEX 7 – DRAFT INTERNATIONAL COUNCIL MEETING HOST AGREEMENT

**INTERNATIONAL
COUNCIL
MEETING HOST
AGREEMENT**

regarding

“ICM _____”

between

The Organising Committee of the LXXI International Council Meeting of ELSA
(Hereinafter the **OC**), represented by the Head of the OC

and

ELSA International
(Hereafter **EI**), acting by the members of the International Board
(Hereafter **IB**), represented by the Secretary General of ELSA International

Dates of the ICM**Article 1**

1.1 The dates of the International Council Meeting (hereinafter the ICM) will be from ____ of _____ to ____ of _____ 2017.

1.2 EI authorizes the OC to host the ICM on the terms and conditions set out in this Agreement.

Venue and Logistics**Article 2**

2.1 The venue of the ICM will be _____, _____.

2.2 The logistical requirements annexed to this agreement are to be ensured by the OC.

2.3 The logistics of the ICM must be assured at the latest before the arrival of the IB.

Financial Implications**Article 3**

3.1 The OC shall host the ICM on its own account. Any profit or loss arising from the organisation of ICM shall be kept by or covered by the OC.

3.2 No exclusivity can be proposed to any sponsor of an ICM since the sponsors of ELSA International have the right to be featured during the ICM.

3.3 Nothing in this Agreement is intended to or shall operate to create a partnership or joint venture of any kind between EI and the OC, or to authorise the OC to act as agent for EI, and the OC shall not have authority to act in the name or on behalf of or otherwise to bind EI in any way (including but not limited to the making of any representation or warranty, the assumption of any obligation or liability and the exercise of any right or power).

3.4 The OC shall comply with Council Decision FM 01/07 I “Maximum Participation Fee for Statutory Meetings and International Internal Meetings” when charging the participation fee.

3.5 The OC is not allowed to charge additional fees for accommodation, food or reception. However, a maximum special fee of 60€ per participant may be charged covering the Gala

Ball, Social Programme, Sightseeing and Transportation. It is under discretion of OC to decide how these four fees shall be split.

- 3.6** According to the IM Policies, the participation fee for 9 members of ELSA International shall be covered by the OC. This fee includes accommodation for ten nights, meals and special fees requested from other participants.
- 3.7** The OC shall cover accommodation for a maximum of two nights for two speakers.
- 3.8** The OC shall cover accommodation for a maximum of eight nights for the Chair and Vice-Chair of the plenary.
- 3.9** The OC shall cover the Gala Ball fees of 9 delegates of ELSA International, the Chair and the Vice-Chair.

Responsibilities of the OC

Article 4

The OC shall act in the utmost good faith in the organisation and management of the ICM on behalf of EI, and shall in particular be responsible for:

- 4.1** Appointing one person to be responsible for the communication and report to the IB before as well as during and after the ICM.
- 4.2** Informing the IB about the members of the OC and their responsibilities in the OC.
- 4.3** Fundraising for the ICM in order to have a sufficient financial basis for the event.
- 4.4** Receive two members of the International Board for a pre-visit in winter 2017.
- 4.5** Providing all necessary information to the Network about the application procedure and practical information including general promotion of the event.
- 4.6** Ensuring that invitations and other necessary documents are provided for participants in need of visa.
- 4.7** Providing adequate reception upon arrival of the participants and external guests.
- 4.8** Providing accommodation, food and social programme for the participants as well as external guests. The guests shall be liable for the fees directly to the OC.

- 4.9 The OC shall not be limited by the Decision Book “Event Fees” and Annex II hereto when charging the external guests with the accommodation, food and social programme fees.
- 4.10 Fulfilling the logistical requirements annexed to this agreement.
- 4.11 Arrange a sponsor’s fair in which also the Sponsors of ELSA International can participate.
- 4.12 Send regular reports to the IB on the organisation before the aforementioned event.
- 4.13 Submit financial report after the ICM upon request by the IB in accordance with art. 4.8 of the Standing Orders of ELSA.
- 4.14 Stay available and responding to requests from the IB within one week from receiving the request.
- 4.15 To provide receipts, upon request, to all the participants.
- 4.16 Provide ELSA International with a risk management plan, containing an analysis of likely risks, as well as mitigation strategies.

The plan should at least include:

- Number of qualified first aid and security personnel;
- A plan to encounter identified high and low impact risks.

The plan has to be provided to ELSA International the latest 4 months before the beginning of the International council Meeting and is subject to continuous updates until the beginning of the International Council Meeting.

Responsibilities of EI

Article 5

EI shall be responsible for:

- 5.1 Appointing one person to be responsible for the communication and report to the OC before as well as during and after the ICM.
- 5.2 Supporting the OC in fundraising by providing contacts as well as help in drafting proposals if requested by the OC. The IB shall also as far as considered appropriate present the ICM to external contacts of ELSA International.
- 5.3 Advising the OC in budgeting and accounting if requested.
-

- 5.4 Sending statutory invitations to the Member and Observer Groups.
- 5.5 Preparing the Working Materials and the plan for the Workshops and Plenary sessions of the ICM.
- 5.6 Ensuring the well-functioning of the Workshops during the ICM and make sure that the Internal Regulations are followed as well as that the Meeting is minuted properly.
- 5.7 Keeping the OC regularly updated about scheduled meetings as well as additional requirements that might be needed. EI shall cover the costs of such additional requirements that are not mentioned in Annex I of this ICM Host Agreement Requirements.
- 5.8 Keeping the OC updated about external guests as well as any specific arrangements that have to be made for these guests. EI shall cover all costs of specific arrangements, except the accommodation for the speakers
- 5.9 Staying available and responding to requests from the OC within one week from receiving the request.

Discharge of the ICM Host/OC

Article 6

- 6.1 If any problems occur before, during or after the ICM, which might jeopardize any of the points regulated in this agreement the OC is to inform the International Board immediately.
- 6.2 When such problems are reported, the IB is to take necessary measures to help find solution to these problems together with the OC.
- 6.3 The International Board can immediately discharge the OC in case of violation of the following points: 4.1, 4.4, 4.10 and 4.12.
- 6.4 Should the OC fail to fulfil any other responsibilities the IB shall inform the OC by e-mail or letter followed by a phone call, stating the responsibility which is not being fulfilled. The OC shall send the IB a plan for how they will improve the situation within five days from the phone call was received.

Should the OC not send such report or the report should not include a satisfactory action plan the IB may discharge the OC. The IB may also discharge the OC in case such plan is not followed by the OC.

From the time when the IB has correctly informed the OC of the occurred problems the IB may also take necessary measures to remedy the damage. Any costs incurred by such remedies shall be split between the IB and the OC.

_____, ____ of October 2015

Hector Tsamis
Secretary General
ELSA International

Head of OC
ELSA_____

**ANNEX I TO THE ICM HOST AGREEMENT
FOR THE LXXI INTERNATIONAL COUNCIL MEETING**

List of Logistical Requirements for International Council Meeting

Plenary Hall

- 1 hall, seating all participants and guests, approximately 9 delegates x 42 groups + externals = 400 persons;
- 1 head-table to accommodate 8 IB members + Chair + Vice-Chair - with appropriate name placards/place names;
- 1 table for Plenary secretaries (persons);
- 1 video projector to be used for PowerPoint presentations and/or Video presentations (compatible with Windows Vista/Windows 7/Mac operating system);
- 1 additional computer, attached to beamer projector, to be used for PowerPoint presentations (compatible with MS Office 2007 and Windows 7);
- 1 ELSA _____ banner, depicting the ELSA logo. If you wish, you may also write the name, number and date of the Council Meeting;
- 1 video player and CD player, connected to sound system;
- 1 sound system, which should include two fixed microphones on the head table, and a number of cordless microphones circulating amongst the floor
- 1 presence card and 3 voting cards for all Members of ELSA and 1 presence card for every Observer of ELSA. Presence cards need to in one colour and voting cards in a different colour. The size of one card shall be A5. (Template will be provided by ELSA International prior to the ICM)

Note: Please bear in mind that ELSA International is obliged to hang banners and posters of its sponsors in the Plenary Hall. Please check with the IB beforehand on this point, and also check with the IB before hanging up sponsor banners of your own. Bear in mind the Fundraising Regulations when contacting sponsors of your own.

Workshops

- 7 rooms seating all participants around 35-50 people;
- 2 or 3 larger rooms to accommodate joint workshops composed of one, two or even three areas.

WS room should be equipped with:

- Enough tables to accommodate all workshop participants
- 1 flip-chart, flip-chart paper and markers
- Beamer for presentations
- Disposable cups
- Refreshments

Additional equipment

- 2 spare flipcharts on self-supporting stands (for externals)
- 1 printer
- Sufficient printing paper (for 1000 prints)
- Internet access

Note: It is also useful to have a number of spare flipcharts on self-supporting stands. These will almost certainly be used by externals that will come to give training sessions, and will probably prepare their charts beforehand. The stands will therefore be carried around from one workshop room to another.

IB Room

The IB room should be accessible three days before the ICM for the IB to use during preparations.

- 1 printer,
- Sufficient printing paper (for 1000 prints)
- 1 conference-table with possibility to accommodate the IB and NB's during meetings (i.e. approximately 14-18 people)
- 1 flip-chart on stand + coloured markers
- 1 telephone line, with possibility to make international calls
- Internet access.

VERY IMPORTANT NOTE

Please ensure that all computers are virus-free and are equipped with updated virus protection, and that in case of emergency, virus protection may be reinstalled on location.

ANNEX 8 – LETTER OF AUTHORISATION

National Board of: _____

Postal Address: _____

Phone Number: _____

Email Address: _____

Number of
Local Groups: _____

**Please write the name of the Local Groups of your National Group
on the back of this paper clearly with CAPITAL letters
and specify which of them are Members and which are Observers.**

The following delegates from ELSA _____ are hereby authorised to vote and speak on behalf of their National Group at the LXVIII International Council Meeting in Batumi, Georgia, between 18th and 25th of October 2015.

1. _____
(*voting delegate's name*)4. _____
(*delegate's name*)2. _____
(*voting delegate's name*)5. _____
(*delegate's name*)3. _____
(*voting delegate's name*)6. _____
(*delegate's name*)7. _____
(*delegate's name*)

On behalf of ELSA _____

Name of the National Board Member:	Name of the National Board Member:
Position:	Position:
Signature:	Signature: