

STANDARD TWINNING PROJECT FICHE

1. BASIC INFORMATION

1.1 Publication notice: EuropeAid/ 138-940/IH/ACT/TR

1.2 Programme Title: Instrument for Pre-Accession Assistance (IPA) 2015, National Programme (indirect management) IPA 2015/038-404/Turkey

1.3 Twinning Number: TR15 IPA JH 06 17

1.4 Title: ‘Revising and Improving the Structure of Judicial Storages for Criminal Evidences and Seized Materials and Related Legislation in line with EU Best Practices

1.5 Sector: Justice and Home Affairs (Rule of Law and Fundamental Rights/Judiciary)

1.6 Beneficiary country: Republic of Turkey

2. OBJECTIVES

2.1 OVERALL OBJECTIVE(S):

Enhancing the efficiency and effectiveness of judicial processes and proceedings at investigation and prosecution stages to achieve efficient operation of judicial services and ensure faster judicial proceedings.

2.2 PROJECT PURPOSE:

The project aims at strengthening the institutional capacity of judicial storages with a view to improving the efficiency and effectiveness of services provided by judicial storages.

2.3 CONTRIBUTION TO THE NATIONAL DEVELOPMENT PLAN/ COOPERATION AGREEMENT/ ACCESSION PARTNERSHIP DOCUMENT/ ACTION PLAN

A-Accession Partnership Document

The Council adopted the Council Decision of 18 February 2008 on the principles, priorities and conditions contained in the Accession Partnership with the Republic of Turkey and repealing Decision 2006/35/EC. Annex Turkey 2007 Accession Partnership, in its section “Priorities” Political Dialogue (Democracy and Rule of Law) reads as **“Judicial system:**

strengthen the efficiency of the judiciary through, in particular, reinforcing its institutional capacity”.

B- Indicative Strategy Paper for Turkey (2014-2020)

The Indicative Strategy Paper for Turkey (the Strategy Paper) sets out the priorities for EU financial assistance for the period 2014-20 to support Turkey on its path to accession.

In this strategy paper, the objective defined under sub-sector Judiciary and Fundamental Rights could be read as ‘Turkey needs to further build on its previous track record for reform in the **judiciary** to strengthen relevant institutions as part of an independent, impartial and efficient third power, separate from well-functioning legislative and executive powers.’

C- 10th Development Plan (2014-2018)

The 10th Development Plan addressed activities planned for **2.1.3. Justice sector** in the following articles:

196. To achieve efficient operation of justice services and increase the accessibility of justice; utilization of information technologies in justice sector and judiciary services will be extended.

197. Considering the priorities, the physical and technical infrastructure needs of courthouses, prisons and detention houses will be met. The physical and technical needs of the newly established Regional Courts of Appeal will also be taken into consideration.

D- Judicial Reform Strategy (2015-2019)

The Judicial Reform Strategy, on the judicial reforms in Turkey’s European Union membership process, was updated and submitted to the Council of Ministers and declared to the public by Prime Minister on April 17th 2015. New Judicial Reform Strategy was prepared in order to carry out judicial services in an independent and impartial way, finalize judicial proceedings in a reasonable time, and constitute a faster and a more reliable justice system.

In the Strategy Paper, **under Goal 3rd** titled “**Improving the Civil and Criminal Justice Systems**”, the following objectives mentioned below are included:

“**Objective 3.5:** Proceeding with the works regarding the improvement of physical and technical capacities of courthouses,

Objective 3.10: Making the information services effective in judiciary”

E- Strategic Plan (2015-2019)

The Second Strategic Plan of the Ministry of Justice for the period 2015-2019 entered into force after being adopted. Strategic plans, that must be prepared compulsorily in the public sector, have gained a different meaning in the judiciary and played an important role in the judicial reform process. With the Plan, the priorities of the Ministry of Justice and where and when available resources would be utilized have been laid down clearly. On the other hand, strategic plans also bear qualification of commitment to the public.

In this plan, under Objective 1 “Improving Quality and Effectiveness of Civil and Criminal Justice System”, the following objective mentioned below is included:

Objective 1.11. Increasing evidence keeping standards in judicial departments

- To make necessary amendments by reviewing legislation which regulates evidence keeping and liquidation methods,
- To create workflow processes and organize the physical structures of judicial storages in the scope of the new standards,
- To organize training activities for the officers working in judicial storages.”

F- Council Decision 2007/845/JHA of 6 December 2007 concerning cooperation between Forensic property and evidence offices of the Member States in the field of tracing and identification of proceeds from, or other property related to crime

Article 1 Asset Recovery Offices

‘1. Each Member State shall set up or designate a national Asset Recovery Office, for the purposes of the facilitation of the tracing and identification of proceeds of crime and other crime related property which may become the object of a freezing, seizure or confiscation order made by a competent judicial authority in the course of criminal or, as far as possible, under the national law of the Member State concerned, civil proceedings.’

Turkey, as a country in the process of EU membership, also consider the probability of developing similar system in due course in line with these standards

3. DESCRIPTION

3.1 BACKGROUND AND JUSTIFICATION:

The purpose of criminal procedures is to reveal the material facts through lawful evidence. The ‘*principle of circumstantial evidence*’ is recognized in Turkish criminal

procedural law. Evidences in criminal procedural law refer to resources which enable to decide whether the criminal activity has been conducted or not (to find out the material truth). Hence, anything involving the legal feature of proofs can be offered as an evidence. However, it cannot pave the way to cite everything as an evidence in a criminal procedure based on the rule of law. Therefore, whether the criminal activity has been conducted or not must be proved only by the evidence which has been lawfully obtained. *The principle of circumstantial evidence* means that any reasonable evidence obtained lawfully and that is capable of representing the matter of dispute can be admissible in criminal proceedings. Such evidence is also freely assessed within the personal conviction of the judge conforming with the law. It is a principle that contradicts the 'statutory evidence system' which is being applied to civil procedural law and foreseeing the justification of the allegations only in a certain way or through certain kinds of evidences. That is to say, the evidence has a significant role in the criminal procedure for the determination of the material fact, elimination of suspicion and detection of the suspect(s). The investigation process consists of detection, collection and examination of material evidence; while the prosecution process refers to a stage in which the evidence is discussed and assessed. As regards the security of evidence during investigation and prosecution processes, two separate units have certain roles to perform. Law enforcement offices undertake protection of evidence, its detection, collection and examination, whereas judicial storages are responsible for keeping and guarding of evidence and criminal items in due form, for their confiscation, consignment, disposal, return, seizure and destruction.

The law enforcement units do not have one dedicated office for evidence related procedures. Despite the fact that this responsibility is delegated to trained and well-equipped offices, investigating units, during their respective judicial tasks, also detect evidence, collect and refer them to related examination units or keep them. However, law enforcement officers and judicial storage officers do not have sufficient knowledge about the procedures concerning detection, collection, packaging and keeping of evidence, which results in the loss, changing or damaging of evidence in practice.

It has been observed in investigation or prosecution stages that some evidence is sent directly to Offices of Chief Public Prosecutors or related courts without prior process/technical examination/analysis by law enforcement officers. Such evidence is kept at judicial storages until technical examinations, analysis or assessment is carried out. Since judicial storage officers do not have sufficient knowledge on the procedures concerning protection of evidence, corruption/loss of the evidence may be the case. For example, a Compact Disc, containing a voice record, which should be transcribed in a laboratory, may be broken or damaged due to mispacking.

Furthermore, storage rooms are not at required standards for keeping the evidence over a long period of time (until the prosecution is finalized and the decision becomes final), which therefore, leads to a damage, lost or change on evidence.

Main problems encountered in this particular area can be summarized as follows: a dedicated unit or staff to handle all evidence-related procedures to ensure security of evidence does not exist in law enforcement offices- i.e. different law enforcement units are engaged in

the process; the procedures are undertaken by police officers who are not specialists or not well-trained in this specific field; storage rooms at law enforcement units or at Courthouses do not meet required standards; lack of knowledge and experience of judicial storage officers, lack of knowledge and experience of justice inspectors in charge of supervising functioning of judicial storages. So the control mechanism does not function properly; Rooms allocated for judicial storages are physically insufficient; No distinction or differentiation is made for the crime related properties according to their features and all evidence is kept with a single receipt of deposit; In case of seizure of large amount of or large scaled crime-related properties, these properties are either handed in to storages of other governmental institutions or to the plaintiff, accused or third persons for keeping as a depository. It also causes some problems in keeping such properties without any damage or loss till the end of the prosecution process and some other problems regarding the location or costs of storage; change of positions of the staff responsible for the judicial storage services in the courthouses especially in small provinces remains a problem.

"Security of evidence" includes all measures that must be taken to prevent any damage to the evidence, avoiding change, alteration and loss of evidence as of the detection of evidence until the completion of prosecution and the decision rendered by the court becomes final. In this process many different staff of different units takes part. The problem is that no clear division of tasks, flow of works has been defined which causes problems in practice. Therefore, the under the scope of the project, it is aimed to determine the roles and responsibilities of all institutions should be determined for all units and staff involved in the process and should be trained accordingly.

On the other hand, lack of storage standards designated for different features and types of evidence lead to problems in the storage of criminal items. There are other problems such as lack of physical capacity in judicial storages and failure to make efficient use of those offices, lack of required storage and liquidation conditions for firearms, drugs, chemical data, evidence requiring high security and confidentiality, technological and digital data, vehicles etc. loss of criminal items and replacement value/ equivalent and lack of effective monitoring mechanisms over judicial storages by public prosecutors and justice inspectors. The project aims at fulfilling the abovementioned missing elements in the system and improving the physical, technical and administrative infrastructure of judicial storages in line with the EU standards and providing an effectively functioning control system.

In the Turkish judicial system principles and procedures to be observed in the restraint, confiscation, disposal, return, seizure and destruction of criminal items and proceeds of crime are laid down by the Regulation on Criminal Items, which entered into force upon being published in the Official Gazette no 25832 dated 01/06/2005. Some partial amendments were introduced in the Turkish Penal Code and Code of Criminal Procedure afterwards. This has led to some problems in practice and led to a need for a new regulation to allow for the improvement of technical and physical conditions and evidence keeping standards of judicial storages, and designing the administrative background accordingly. In this context, the new Regulation on Criminal Items (OJ 29662 of 23 March 2016) entered into force in order to lay down the principles and procedures to be followed by the Regional Courts of Appeal and their

Chief Public Prosecutor's Offices, first instance civil and criminal courts, magistrates and their Chief Public Prosecutor's Offices for the restraint, confiscation, disposal, return, seizure and destruction of criminal item and proceeds of crime and use of National Judiciary Informatics System (UYAP) in these procedures.

Under the project, the purpose is to increase the efficiency of judicial storage services; improve the evidence keeping standards at judicial storages, minimize errors and losses at evidence keeping and liquidation processes. It is considered that the project will contribute to the effective implementation of the Regulation on Criminal Items, which aims to improve technical and physical conditions and evidence keeping standards of judicial storages and design the administrative background accordingly.

Handling evidence-related procedures to ensure security of evidence will be provided within the framework of the institutional structure of existing judicial storages by improving their capacities by means of this project. No separate or dedicated unit is considered to be established under the scope of the Project. In addition, it was determined to meet the requirements for keeping digital and biological evidences by improving the capacities of judicial storages. No separate or dedicated unit for digital and biological evidences is considered to be established.

3.2 LINKED ACTIVITIES (OTHER INTERNATIONAL AND NATIONAL INITIATIVES)

Improving the Efficiency of the Turkish Criminal Justice System

The EU funded Project was implemented with CoE between the years 12/03/2012 and 12/12/2014. The overall objective of the Project was to contribute to the improvement of the efficiency of the Turkish criminal justice system in line with European standards. More specifically, the Project aimed at improving the implementation of human rights standards and enhancing the confidence in the Turkish criminal justice system by increasing competence of professional skills of staff in line with EU practices. The stakeholders of the Project are: Turkish Justice Academy, The Telecommunication Authority, The Forensic Medicine Institute, The Union of Bar Associations, the Ministry of Interior. The target groups are: Judges/prosecutors, candidate judges/prosecutors, forensic medicine experts, lawyers, law enforcement officials.

Since one of the most important expected result of the project is to strengthen the capacity of the judiciary and prosecution services to apply the European Convention on Human Rights (ECHR) in the delivery of criminal justice is strengthened. The pre-service and in-service training curricula of the Justice Academy are redesigned in line with the ECHR and studies to strengthen judicial co-operation has been made.

A comprehensive report based on a 'needs assessment analysis' has been prepared. The findings of the report and the cascade seminar outputs on criminal justice system will be taken into consideration in the Project.

The improvement of judicial storage services is also important in ensuring the effectiveness and efficiency of investigations. It is crucial to ensure that the evidence is obtained, examined and kept in a reliable and lawful manner for providing execution and conclusion of judicial proceedings in a faster and more effective way. Thus, both the persons who are not associated with the crime and their rights and assets are secured against any violation.

Consequently, this project is regarded as a complementary and on-going phase for the outputs requiring sustainability that had been obtained in the "Improving the Efficiency of Turkish Criminal Justice System" project.

3.3 RESULTS:

1. Structure of judicial storages and efficiently functioning of judicial storage services are improved; institutional capacity of the judicial storages in terms of administrative (staff, training, organizational structure, distribution of work, cooperation etc.) physical (equipments, facilities etc.) and technical (IT programming, registry schedule etc.) infrastructure is strengthened.
2. Errors and losses in evidence keeping and liquidation processes are minimized.

3.4 ACTIVITIES

'The activities listed below represent the minimum activities to be implemented in the course of the twinning project. The proposal made by the MS should include the activities they propose to achieve the results listed in the fiche.

- 1. Structure of judicial storages and efficiently functioning of judicial storage services are improved; institutional capacity of the judicial storages in terms of administrative (staff, training, organizational structure, distribution of work, cooperation etc.), physical (equipments, facilities etc.) and technical (IT programming, registry schedule etc.) infrastructure is strengthened;**
 - i. Screening process concerning the current situation and practices of the judicial storages in terms of the work load, human resources, physical and technical infrastructure will be initiated; A detailed needs analysis report will be drafted at the beginning of the Project. The relationship between related institutions and the standards of seizing and keeping of evidence will be analyzed. Local visits will be organized to the judicial storages of selected at least 5 pilot court houses.
 - ii. Surveys, questionnaires targeting various groups (public prosecutors, judges of criminal courts, judicial storage officers, lawyers and citizens) will be held to identify common problems.

- iii. A detailed report/road map will be drafted to identify the findings and requirements.
- iv. Study visits will be organized to four EU Member States with best practices in judicial storage system to make comprehensive and comparative analysis of the EU best practices.
- v. A book will be published including information on study visits in detail (participants, visited institutions, findings of the visits, photos, recommendations and comparisons)
- vi. A comprehensive analysis will be conducted on related legislation of the EU MSs to determine the most appropriate model for Turkey and applicable legislations will be translated into Turkish as a reference guide.
- vii. A Working Group will be established with EU experts and an advisory report will be drafted by taking into account of the EU best practices.
- viii. A draft law/regulation will be prepared (If amendment in legislation is needed to the findings of need-assesment studies).
- ix. Information and experience exchange meetings will be held every six months to discuss developments and challenging matters in pilot areas.
- x. Two separate training materials will be developed targeting law enforcement officers on one hand and judicial storage officers and public prosecutors and justice inspectors on the other hand.
- xi. Judicial storage officers, law enforcement officers, public prosecutors and justice inspectors will be trained through training activities.

2. Errors and losses at evidence keeping and liquidation processes are minimized;

- i. Barcode system will be improved and applied effectively and comprehensively in judicial storages. It has been already envisaged to establish a barcode system under the provision of the new Regulation on Criminal Items and installed into UYAP system. However, it has not been put into practice yet. It is foreseen that the implementation of barcode system will be ensured, improved and extended through this project.
- ii. Guidelines to improve the quality of the practices concerning the types of offenses and types of evidence will be prepared and distributed to practitioners.
- iii. Two separate training materials will be developed targeting law enforcement officers on one hand and judicial storage officers and public prosecutors and justice inspectors on the other hand.
- iv. Trainers will be selected. Training of trainers will be provided.
- v. The training materials will be tested on pilot seminars and revised accordingly.(academicss, experts, ...)
- vi. Judicial storage officers accross all courthouses will be trained
- vii. Training activities will be organized for the personnel working in pilot areas (judicial storages officers, public prosecutors in charge of judicial storages, judicial inspectors).
- viii. Training activities will be organized for at least 250 law enforcement officers.

- ix. The relevant practice and legislation on barcode system or any other similar system in the EU Member States will be examined through the study visits mentioned above.
- x. The tasks and distribution of the roles of the staff will be determined (law enforcement officers, judicial storages officers, prosecutors)

3.5 Means/ Input from the MS Partner Administration:

3.5.1 Profile and tasks of the Project Leader

The Project Leader from the EU Member State should be a senior civil servant or equivalent staff who works in the field relevant to this project (Judiciary) and have been at least three years in a management position within the institution.

The Project Leader will be responsible for achievement of project results, ensuring the activities for the co-operation and information exchange between EU Member States side and Beneficiary side and ensuring that all the required support of the management and staff of the EU side are available. S/he will coordinate the Project Steering Committee meetings on the EU Member State side.

Profile:

Competences and skills

- University level education in the field of law
- Broad long-term knowledge of all processes in the area of *Union acquis* in the project is dealing with
- Excellent written and oral command of English
- Good inter-personal skills
- Good management skills
- Experience in working intercultural skills

General professional experience

- At least 3 years of professional experience in the field of EU legislation on judiciary and fundamental rights
- Experience in project management Strong assertiveness, analytical thinking and team working skills

Specific professional experience

- Specific professional experience in the field of judiciary and fundamental rights specially judicial storage offices
- Knowledge of judicial storage system in the EU Member States

Tasks:

- Overall project co-ordination;
- Co-chairing, with the Turkish PL, the regular project implementation steering committee meetings;
- Mobilizing short term experts;

3.5.2 Profile and tasks of the RTA

The RTA will be in charge of the day-to-day implementation of the Twinning project in the Republic of Turkey. S\he will coordinate the implementation of activities according to a predetermined work plan and liaise with the RTA counterpart in the Republic of Turkey.

The RTA will bring in a significant professional input, especially at the beginning of the Twinning project.

RTA on judicial storage systems will provide technical and operational assistance to the MoJ in the implementation period. The RTA is expected to co-ordinate all activities of the project. He/she will be located at the MoJ in Ankara, General Directorate for Criminal Affairs. He/she has to be a person with significant experience as a manager and should have a capacity for managing projects and coordinating large-scale capacity building projects.

The RTA must be highly qualified in public affairs and the field of enforcement covered by the twinning contract, and must possess good management skills.

Profile

Competences and skills

- University degree in law or equivalent relevant discipline
- Excellent written and oral command of English
- Good PC literacy (Word, Excel, PowerPoint)
- Good inter-personal and diplomatic skills
- Good management skills

General professional experience

- At least 3 years experience in working with EU legislation concerning judiciary and fundamental rights(preferably criminal law and criminal procedure law) with a strong focus on judicial storage systems

- Strong initiative, analytical and team working skills

Specific professional experience

- Work experience in a position in a state institution/mandated body responsible for the judicial storage offices.
- Experience in preparation / revision of major strategic documents and policy papers in the area of judiciary and fundamental rights
- Experience in developing, co-ordinating and conducting capacity building activities, preparation / revision of legal documents and training programmes
- Knowledge of judicial systems in a EU Member States
- Experience of working outside of the home country administration, as an asset

Working duration of the RTA: 21 months

Tasks:

- To design a work plan for the implementation of the programme;
- To assist in the preparation of all strategic project documents [inception study, sector strategy/policy/plan, quarterly monitoring reports, final project report, training manuals etc.]
- To ensure continuity of implementation through: the enforcement of the day to day management; working on a daily basis with the MoJ staff to implement the project;
- To plan and coordinate outputs;
- Together with the Project Leader: to nominate and mobilize the short term experts;
- To supervise the short term experts
- To ensure proper quality of outputs;
- Co-ordination - together with MoJ for the organization of consultation process and awareness raising activities
- Co-ordination - together with MoJ in the design and delivery of a training programme and provision of technical and operational advice
- Facilitation of EU member states to transfer best practices and high quality potential inputs for their implementation in the judicial storages in Turkey
- To provide detailed reports on the impact of the project;

3.5.3 Profile and tasks of the short-term experts

A pool of STEs, extensive enough to cover the project activities in the following indicative topics is required:

- Conducting consultation process and awareness raising activities
- Conducting institutional needs assessment with EU comparison
- Conducting training need assessment particular attention to EU experience

- Developing training programmes and materials
- Delivery of training sessions
- Strong law background with an extensive experience on judicial storages
- Monitoring and monitoring standards on judicial storages
- Valuation and Sale of Seized Property
- Development of performance standards related to establishment of judicial storage offices,
- Institutional capacity building and design of judicial storages
- Strategy development and policy paper preparation
- System of Judicial Storages
- Information Technologies (IT) and databases

Indicative general profile of short term experts

Competences and Skills:

- University education in the related field (as described above)
- University education the appropriate field (as indicated above)
- Good written and oral command of English;
- Proven contractual relation to public administration or mandated body;
- Capacity to integrate into a large expert team;
- Willingness to work in a different cultural environment.

General professional experience:

- At least 3 years of professional experience in the relevant field, 5 years experience is considered to be an asset

Tasks

- To contribute to the project activities with a short term provision of inputs with specialised knowledge in the area of judiciary and judicial storage system
- To provide inputs for the consultation process and awareness raising activities as well as design and implementation of new judicial storages model
- To prepare training programme and materials and delivery of sessions;
- Advice and backstopping from a national EU Ministry of Justice and other relevant stakeholders.

4. INSTITUTIONAL FRAMEWORK

The beneficiary is the MoJ, the Directorate General for Criminal Affairs.

As a leading institution, the MoJ is given important responsibilities and powers to ensure well functioning of the justice system. The MoJ is the main responsible executive institution for forming the justice policy and carry out the administrative duties for better serving of the

justice system. In this regard, opening and organizing courts which already have been established by law, planning, establishing and improving all levels and types of judicial institutions such as prisons and correctional facilities, judicial storages are among the duties of the MoJ. Additionally, drafting and delivering legislation concerning justice services, conducting researches for better functioning of the justice system are some of other important functions.

The main stakeholders are: DG for Personnel Affairs, DG for Civil Affairs, Training Department, IT Department, High Council for Judges and Public Prosecutors, Justice Academy of Turkey, Inspection Board of Ministry Justice, Ministry of Interior, Pilot courthouses, law enforcement offices

5. BUDGET

Activity on Revising and Improving the Structure of Judicial Storages for Criminal Evidences and Seized Materials and Related Legislation in line with EU Best Practices	EU contribution 100%	Total 2.000.000 Euro
Twinning	2.000.000	2.000.000 Euro

6. IMPLEMENTATION ARRANGEMENTS

6.1. Implementing Agency responsible for tendering, contracting and accounting

CFCU:

Mr. Mehmet Selim Uslu
PAO-CFCU Director
Central Finance and Contracts Unit
T.C. Başbakanlık Hazine Müsteşarlığı Kampüsü E Blok
İnönü Bulvarı No:36 06510 Emek, ANKARA / TURKEY
Phone: + 90 312 295 49 00
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6.2 Main counterpart in the Beneficiary Country

Project Leader of the Beneficiary Country

Mr. Selahaddin Menteş
Deputy Undersecretary of the Ministry of Justice
Address: Adalet Bakanlığı Vekaletler Caddesi

No: 6, Kızılay-Ankara-Türkiye

RTA Counterpart

Mr. Ramazan Gürkan

Head of Department in DG for Criminal Affairs of Ministry of Justice

Address: Milli Müdafa Caddesi No:22 06420 Bakanlıklar/Çankaya/ANKARA

6.3 Contracts

The Project is foreseen as Twinning Project with an estimated amount of 2.000.000 Euros.

7. IMPLEMENTATION SCHEDULE (INDICATIVE)

7.1 Launching of the call for proposals (2nd Quarter of 2017)

7.2 Start of project activities (1st Quarter of 2018)

7.3 Project completion (1st Quarter of 2020)

7.4 Duration of the execution period (21+3=24 months)

8. SUSTAINABILITY

The project will be implemented by the DG for Criminal Affairs and training materials and modules will be developed to ensure sustainability. A pool of trainers will be built and the trainers will train the officers in pilots. Candidate judges and prosecutors will be trained and in-service training of judges and prosecutors will be delivered at the Justice Academy of Turkey.

Project materials will be distributed to practitioners in both hard and soft copies.

Furthermore, with the arrangements and implementations to be introduced during the duration of the project, physical, technical and administrative and education-related standards of judicial storages will be improved, their effectiveness and efficiency will be enhanced as required.

Training activities targeting officers of judicial storages will continue on a regular basis after finalisation of the project. Utilisation of the outputs of the project such as training materials and trainer pool will be ensured.

9. CROSSCUTTING ISSUES

Participation in the project will be ensured on the basis of equal access regardless of gender, race or ethnic origin, religion or faith, disability, age or sexual orientation in the light of the principles of promoting equality, qualification, competence and anti-discrimination.

10. CONDITIONALITY AND SEQUENCING (NOT APPLICABLE)

ANNEX 1: Logical framework matrix in standard format

LOGICAL FRAMEWORK PLANNING MATRIX for the Project Fiche		Project title and number:	Revising and Improving the Structure of Judicial Storages for Criminal Evidences and Seized Materials and Related legislation in line with EU Best Practices
		The contracting deadline on: 3 years after the date of signing the Financing Agreement.	Execution period ends on : 3 years following the end date for contracting
		Total Budget: 2.000.000 Euro	
		IPA Budget: 2.000.000 Euro	Assumptions
Overall objective	Objectively verifiable indicators (OVIs)	Means of Verification	Close cooperation and full commitment of all stakeholders. Sustainability in utilisation of the outputs of the Project.
Enhancing the efficiency and effectiveness of judicial processes and proceedings at investigation and prosecution stages to achieve efficient operation of judicial services and ensure faster judicial proceedings.	1.Number of the evidences secured with the barcode system 2.Number of trained personnels (judicial storages' officers, law enforcement officers, public prosecutors, justice inspectors) 3.Number of improved	1. Statistics released by MoJ 2. Statistics released by MoJ 3. Statistics released by MoJ	

	judicial storages in the pilot courthouses allocated for keeping digital and biological evidence		
Specific purpose	Objectively verifiable indicators (OVIs)	Means of Verification	Assumptions
The project aims at strengthening the institutional capacity of judicial storages with a view to improving the efficiency and effectiveness of services provided by judicial storages.	<p>1. Establishment of safe areas to keep evidences (for evidences obtained from computers, digital evidences, biological, chemical evidences)</p> <p>2. To prepare training materials and description and distribution of work for judicial storages' officers, law enforcement officers, public prosecutors</p> <p>3 The number of the personnel received training on the new practice</p> <p>4- The number of the evidences secured with the new barcode system</p>	<p>1. Site-visits, reports</p> <p>2.Training materials, the number of trainings</p> <p>3. Materials, Job Description Documents</p> <p>4. Number of trainings</p>	<p>Close cooperation and full commitment of all stakeholders</p> <p>Sustainability in utilisation of the outputs of the Project.</p>

<p>Results</p> <p>1. Structure of judicial storages and efficiently functioning of judicial storage services are improved; institutional capacity of the judicial storages in terms of administrative (staff, training, organizational structure, distribution of work, cooperation etc.) physical (equipments, facilities etc.) and technical (IT programming, registry schedule etc.) infrastructure is strengthened.</p> <p>2. Errors and losses in evidence keeping and liquidation processes are minimized</p>	<p>Objectively verifiable indicators (OVIs)</p> <p>1. Local and study visits, reports</p> <p>2. The number of questionnaires, surveys</p> <p>3. Number of barcoded evidences</p> <p>4- Number of training activities and trained personnel (judicial storages' officers, law enforcement officers, public prosecutors, justice inspectors)</p>	<p>Means of Verification</p> <p>1. Local visits/ reports obtained from pilot courthouses</p> <p>2. Statistics obtained from pilot courts, surveys</p> <p>3. Statistics obtained from pilot courthouses, surveys</p> <p>4. Satisfaction surveys, questionnaires</p>	<p>Assumptions</p> <p>Close cooperation and full commitment of all stakeholders</p> <p>Sustainability in utilisation of the outputs of the Project.</p>

Activities for Achieving the Results The activities listed below represent the minimum activities to be implemented in the course of the twinning project. The proposal made by the MS should include the activities they propose to achieve the results listed in the fiche.	Means	Costs	Assumptions
<p>1. Structure of judicial storages and efficiently functioning of judicial storage services are improved; institutional capacity of the judicial storages in terms of administrative (staff, training, organizational structure, distribution of work, cooperation etc.), physical (equipments, facilities etc.) and technical (IT programming, registry schedule etc.) infrastructure is strengthened;</p> <p>i. To initiate a screening process; to draft a detailed needs analysis report, local visits to pilot courthouses</p> <p>ii. To hold surveys and questionnaires</p> <p>iii. To draft a detailed report/road map</p> <p>iv. Study visits to 4 EU Member States</p> <p>v. To publish a book including information on findings obtained through study visits</p> <p>vi. A comparative and comprehensive analysis on related legislation of the EU MSs and translation of</p>	<p>1. Working group studies</p> <p>2. Study-visits, Workshops, seminars</p> <p>3. Local visits, surveys, questionnaires</p> <p>4. Official letters</p> <p>5. Training activities for trainers and personnel</p>		<p>Close cooperation and full commitment of all stakeholders</p> <p>Sustainability in utilisation of the outputs of the Project.</p>

<p>applicable legislation into Turkish as a reference guide</p> <ul style="list-style-type: none"> vii. To draft an advisory report on EU best practices viii. To prepare a draft law (if deemed necessary) ix. To arrange meetings to exchange information and experience x. To develop separate training materials xi. To conduct training activities targeting law enforcement officers, public prosecutors and justice inspectors <p>2. Errors and losses at evidence keeping and liquidation processes are minimized;</p> <ul style="list-style-type: none"> i. To apply barcode system effectively and comprehensively ii. To prepare and distribute guidelines with an aim to improve the quality of practices concerning the types of offenses and evidence iii. To develop two separate training materials iv. To select trainers and provide training of trainers v. To test training materials on pilot seminars and revise accordingly vi. To train all judicial storage officers vii. To organize training activities for the personnel working in pilot courthouses viii. To organize training activities for law enforcement 			
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officers

- ix. To examine relevant practices and legislation on barcode system or any other similar system in the EU MSs via study visits
- x. To determine the tasks and distribution of the roles of the staff working in judicial storage services

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