

REGULATIONS

Regarding membership and membership payments of “Legal Guide” Non Governmental Organization¹

1 The Non Governmental Organization “Legal Guide” (hereinafter referred to as “Organization”) was registered in the Ministry of Justice of the Republic of Armenia on 23 April 2004.

Any natural or legal person who:

- a. Agrees with the Charter of the Organization, including its; aims and objectives
- b. Wishes to participate in the Organization’s activities;
- c. Pays a membership fee in accordance with the procedure established by the Charter of the Charter;
- d. May have his/her contribution in the realization of the aims and objectives of the Organization

can become a member of the Organization.

2 A person who is not a founder of the Organization, can become a member of the Organization on his/her own free will, according to the procedure established by the Charter of the Organization.

Any person under fourteen years of age may become a member by their own will upon application by his/her legal representative.

Any person aged between fourteen and eighteen years, may apply to become a member of the Organization as long as he/she has written consent from his/her legal representative, provided that he/she is not recognized as fully capable in order established by law. . The membership of a person to the Organization is not a basis of restriction of his/her freedoms and rights.

3 Any member of the Organization has the right to:

- a. Freely withdraw from membership at any time, even if against the wishes of other members of the Organization.
- b. Participate in the administration of the Organization, in accordance with the procedure prescribed by the law and the Charter of the Organization.
- c. Familiarise themselves with the documentation regarding the activities of the Organization’s bodies, and to receive copies of the decisions taken by them. The payment for the copies shall not exceed the expenses required for their preparation.
- d. Raise challenges with the superior bodies of the Organization regarding the decisions of the Organization’s bodies, in order to receive sufficient information on the activities of the Organization according to the procedure established by the Organization’s Charter.
- e. May also have other rights defined by law and the Charter of the Organization.

4 A member of the Organization is obliged to:

¹ The translation of this Regulation was done by “Legal Guide” Non-Governmental Organization. Legal Guide is an Armenian Non-Governmental organization for the promotion of the respect towards and the protection of human rights in Armenia and the rights of Armenians elsewhere by law and litigation before the European Court of Human Rights.

Legal Guide would like to acknowledge the efforts of the translator of this Report: Haikuhi Muradyan, Intern to Legal Guide ([click here for more information about Lousineh Hakobyan and other legal interns of Legal Guide](#)) for her willingness to collaborate and contributions.

The professional editing of the English version of this Regulation was done by Lucy Claridge, Legal Officer at the Kurdish Human Rights Project in London. KHRP is an independent, non-political human rights organisation and registered charity dedicated to the promotion and protection of the human rights of all persons in the Kurdish regions of Turkey, Iraq, Iran, Syria and elsewhere.

- a. Preserve the requirements of the Law of the Republic of Armenia on “Non-Governmental Organizations”, the Charter of the Organization and the Assembly of the Organization.
- b. Not publish secret information on the organization and its activities and projects

A member of the Organization may have other obligations established by law and the Charter of the Organization.

- 5 The Organization guarantees its members the provision of the following opportunities and resources, which include but are not limited to the following:
 - a. To participate in the projects and activities of Legal Guide.
 - b. Use of relevant educative, informative and other resources of the Legal Guide on the European Convention of Human Rights and on other issues.
 - c. Publish articles, materials and other documents developed pursuant to the aims and objectives of the Organization on the Legal Guide web site.
 - d. Receive professional advice and gain experience from lawyers and advocates practicing law before the domestic courts and the European Court of Human Rights.
 - e. Be informed about the educational activities and resources on the European and domestic human rights protection mechanisms.
 - f. Acquire other possible professional benefits, such as information and opportunities to participate in trainings and other relevant courses, conferences and seminar on the European Convention on Human Rights, and relevant experience and theoretical insights on the practical application of the domestic legislation.
6. In order to become a member of Legal Guide, the applicant shall present the President of the Organization with a written application, as well as the documents listed in **Appendix 1** of these Regulations.
7. The President of the Organization shall analyse and accept or refuse the membership application within 2 months of the date of submitting the application by passing a relevant decision. Where the President is absent, the calculation of the two-month term begins from the date of the President’s return to his/her responsibilities.
8. The President can consult Organization members regarding applications for membership.
9. The President of the Organization shall accept or refuse a membership application by passing a relevant decision on the basis of the application form, documents, facts presented by the applicant and as a result of the interview.
10. The following questions shall be raised at the interview, at the very least:
 - a. The education and the professional skills of the applicant.
 - b. The moral features of the applicant.
 - c. The applicant’s aims in becoming a member (the aims, objectives as well as the scope of the activities of the Organization will be taken into consideration).
11. New members of the Organization shall be subject to a 3 month probation period, after which the President of the Organization may discuss the question of the member’s dismissal from the Organization if the member has not completed or properly completed the requirements or has shown behaviour which is inconsistent with the aims and objectives of the Organization established by its Charter by violating the Internal Disciplinary Rules.
12. A member of the Organization can withdraw his/her membership by giving written notice to the President of the Organization.
13. Each member of the Organization shall pay a membership fee, the amount, payment details and terms of which are set out in **Appendix 2**. Any violation of these terms of payment or partial payment of the membership fee may result in considering the withdrawal of membership.

Appendix 1
On the Regulation of
Membership and the Payments
for Membership to “Legal Guide”
Non – Governmental Organization

List of Documents to be Presented by the Applicant when applying for Membership

All applicants wishing to become a member of “Legal Guide” must fill in an application form for membership and attach the following documents:

1. An application/letter regarding his/her membership with “Legal Guide”, including the reasons for applying and expectations from the membership.
2. One 3X4 sized photo.
3. Copies of higher education completion diplomas, certificates, patents of training courses or seminars, conferences, licence, as applicable.
4. Copies of membership certificates of other professional organizations, as applicable.
5. References and other necessary information may be required if needed.

Appendix 2
On the Regulation of
Membership and the Payments
for Membership to “Legal Guide”
Non – Governmental Organization

The Amount of Membership Fee and the Order of Payment

<i>The Status of the Member</i>	<i>The membership fee in Armenian Drams</i>	<i>The order of payment</i>
Student	500 drams per month	No later than the 35 th day after becoming a member of the Organization. Monthly payments should be made no later than 35 days after making the previous monthly payment.
Lawyer/advocate and any other natural person having a profession of a lawyer	1000 drams per month	No later than the 35 th day after becoming a member of the Organization. Monthly payments should be made no later than 35 days after making the previous monthly payment.
Any natural person interested or working in the field of the protection of human rights	1000 drams per month	No later than the 35 th day after becoming a member of the Organization. Monthly payments should be made no later than 35 days after making the previous monthly payment.
Legal entity	5000 drams per month	No later than the 35 th day after becoming a member of the

Organization.

Monthly payments should be made no later than 35 days after making the previous monthly payment.

Lawyers/advocates who, in the name of the Legal Guide, present cases before the European Court of Human Rights	1% of the amount actually provided by the European Court to the lawyer/advocate from the amount prescribed by the Contract concluded with the Applicant	No later than five working days after the actual receipt of the sum from the European Court
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