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JOURNALIST LEGAL AID FUND MANUAL

Legal Aid Fund for Somaliland Journalists

Table of Contents

Table of Contents	1
Part 1: About the Manual	3
1.1. Power to Amend This Manual.....	3
1.2. Definition of Terms:.....	4
Part 2: Manual to Journalist Legal Aid Fund	5
2.1. The Need for a Journalist Legal Aid Fund.....	5
2.2. The Course to Provide Legal Support to Journalist:	5
Part 3: Framework for the National Legal Aid Services:.....	7
3.1. National Legal Aid Framework	7
3.2. The Constitution	7
3.3. Other Legislation	7
3.4. International Legal Framework.....	7
Part 4: Journalist Legal Aid Fund:	7
4.1. Structure and Governance the Fund:	8
4.2. The Committee:.....	8
4.3. The Officers of the Committee:	9
4.4. Duties of the Officers:.....	10
4.5. Committee Meetings and Notices:	10

4.6.	Meeting Quorum, Voting Rights and Decisions:	11
4.7.	Vacancies of the Committee:	11
4.8.	Loss of Membership and Transferability:	11
4.9.	The Administrator:	11
Part 5: Powers, Authorities, Roles and Responsibilities of Stakeholders:.....		13
5.1.	Power and Authority of SOLJA:	13
5.2.	Power and Authorities of the Committee:	13
5.3.	Power and Authority of the Fund Contributors:.....	13
Part 6: The Legal Aid Fund Schemes:.....		14
6.1.	Introduction:	14
6.2.	Administration of the Fund:.....	14
6.3.	Purpose of the Fund:	15
6.4.	Scope of the application:	15
6.5.	Coverage of Legal Fund:	15
6.6.	Payments out of the Fund	15
6.7.	Who will benefit and who is not from the fund?.....	16
Part 7: Minimum Procedures of Legal Aid Fund Schemes:.....		16
7.1.	Procedures for Legal Advice and Assistance:.....	16
7.2.	Procedures for Representation Assistance:.....	17
7.3.	Procedures for Legal Aid for Civil court proceedings:	18
7.4.	Procedures for Legal Aid for Criminal court proceedings:	18
7.5.	Procedures of Eligibility and Requirements:.....	19
Part 8 Minimum Standards for Rules and Regulations of the Fund:.....		20

Part 1: About the Manual

This manual was prepared with the support of legal advisor contracted by SOLJA for a period of 10 days from 12th August 2015 to 2nd September 2015. This manual intends to establish legal Aid Fund Structure including management structure and relevant instruments regulating the fund, the aims and objectives of the fund.

During the process of the development of this manual, the advisor has made relevant literature review and explored the best course and concluded preliminary feasibility study for drafting and developing this manual to regulate the establishment of legal aid fund, fund management, requirement of eligibility for legal support.

During the process in the development of this manual, legal advisor has maintained close contact with the management of SOLJA for consultation in the development of this legal aid fund manual. Upon completion of the first draft, validation meeting conducted and ensured inclusive consultations with relevant stakeholders, which participants freely reviewed, discussed, debated and contributed to the draft manual, which the legal advisor concluded revisions and produced final version of this manual was validated in one day meeting held on 15th September 2005, participated by concerned stakeholders.

This manual is first of its kind, it does not spell all solutions required to operate Journalist legal aid fund. However, this manual may be reviewed within a period of 6 months commencing from the date of its implementation.

Manual gives general guidance only and should not be treated as a complete and authoritative statement of Journalist's legal aid entitlement.

1.1. Power to Amend This Manual

The ultimate power to review this manual rest with the members of SOLJA's Board of Directors, with the decisions of 2/3rd votes of the board, amendment procedures shall be established by rules approved by the Board of Directors.

1.1.1. Execution of the amendment:

When an amendment proposed by the committee, obtains decisions of 2/3rd votes, such decision of the board shall be produced through resolution signed by the chair and the secretary of the Board of Directors explaining members present in the meeting, number of votes obtained, rejections and abstained votes.

1.1.2. Revision of the Manual:

- a) Text of the proposed amendment shall be submitted to the board
- b) The approved proposed amendment approved by the board shall be copied to the secretariat
- c) Revision of the proposed amendment will be concluded under the auspices of the SOLJA co secretariat.
- d) SOLJA will revise the legal aid fund and return the revised manual to the board attached copy of the amendment proposed.
- e) Board will review and verify whether amendment made is according to the proposed amendment.
- f) Board approves 2/3rd votes for the revised manual, and produce such decision through resolution and
- g) Resolution for amendment.

1.2. Definition of Terms:

- a) "The Account" means any bank account holding any part of the Fund.
- b) "The Administrator" means the Accountant who for the time being holding or maintain the Account and the Fund.
- c) "The Committee" means the Committee as it is made up voluntary committee to be appointed by SOLJA to manage Fund according to the procedures.
- d) "Expenses" means all the payments which is properly be paid out of the Fund.
- e) "The Fund" means The Journalistic Source Protection Defence Fund.
- f) "The Litigation" means any kind of legal process whatsoever relating to Journalist.
- g) "The Purposes" means all the permitted purposes of the Fund under this manual.
- h) "The Journalist" means any natural or legal person who is regularly or professionally engaged in the collection and dissemination of information to the public via any means of mass communication.
- i) "The Beneficiaries" are those Journalists who received financial support from the Fund for the purposes of their legal defence, based on the decision of the Committee.

- j) “Applicant” is Journalist requesting financial support from the Fund through request submitted to the Committee.
- k) “Threshold” threshold in financial terms is the limits

Part 2: Manual to Journalist Legal Aid Fund

2.1. The Need for a Journalist Legal Aid Fund

Little has been done by the government and other stakeholders to provide legal aid to Journalist in Somaliland, who faces more arrest than other ordinary citizens. However these efforts do not derive from a known comprehensive policy, and they are not legally documented to date in Somaliland except Constitution principles and Law of Organization of Judiciary Law No.24/2003 & 2006. The absence of a policy and regulatory framework for legal aid service provision also means that there is no set standard for service delivery and no clear mechanism to manage or control the services provided.

2.2. The Course to Provide Legal Support to Journalist:

The process to determine the best course to provide legal support to Journalist would require an in-depth practical research, which involve both qualitative and quantitative data collection on the prevalence of cases of Civil and Criminal cases and proceedings of Courts for the cases against Journalist for a period of 12 months.

The proposed course in this manual is based on the number of cases, reported by people interviewed, with which there is no accurate and representative figures of data collection on the cases of journalist and the cost of each case. SOLJA is currently documenting cases against Journalist across the Country, which these data will enhance decisions on the best course that the Committee to provide legal support to Journalist. During the first year of operation Committee shall maintain the following information:-

2.2.1. Exploration of the existing Legal Aid Fund in Somaliland.

- a) The Legal Aid Fund established in Somaliland by the Ministry of Justice or Courts.
- b) Amount of money allocated to the Legal Aid Fund for citizen.
- c) Number of Journalist in contact with the law to be disaggregated according to sex, age and type of legal cases involved.
- d) Number of people provided with legal advice and assistance verbally and the cost charged.

- e) Number of people provided with written legal advice and assistance, cost charged.
- f) The actual or average cost, which Lawyer can represent Journalist in pre, trial, and post-trial cases in any of the national district, regional, appeal and Supreme Court of Somaliland.

2.2.2. Exploration of the Actual Data and Information of the Legal Aid Fund:

The legal aid Fund would require generating the following information within the first quarter of its operation:

- a) The cost to be employed salaried lawyers to provide legal services to Journalist in 6 regions.
- b) Statistics of the actual court cases against Journalist in any of 12 months.
- c) The costs that Courts ordered against Journalist for a period of 12 months.
- d) Entering into agreements or contracts with individual lawyers, groups of lawyers, a professional body of lawyers, or law firms for the provision of legal services depending on the type of legal service provided;
- e) Availing interpreters/translators;
- f) Facilitating the provision of legal aid services by non-lawyers;
- g) Providing Journalist legal aid services.
- h) Procuring relevant materials and systems to enhance efficiency and effectiveness of legal aid provision;
- i) Organizing public awareness and educational events and publishing related materials;
- j) Providing facilitation for court proceedings with the aims of quality and fair trial for journalist.
- k) Other methods and for such purposes as legislation may so determine.

2.2.3. Exploration of What Legal Aid Fund and by Who:

What cases the legal aid Fund shall be utilized in the following areas:

- a) The cost to be employed salaried lawyers to provide legal services
- b) The costs that Courts ordered against Journalist for a period of 12 months.
- c) How to enter into agreements or contracts and by who, individual lawyers, groups of lawyers, a professional body of lawyers, or law firms for the provision of legal services depending on the type of legal service provided;
- d) The need to recruit interpreters/translators;
- e) The need to facilitate provision of legal aid services by non-lawyers;
- f) Number of cases to provide Journalist legal aid services.
- g) To whom to provide facilitation for court proceedings with the aims of quality and fair trial for journalist.
- h) How to determine low income journalist
- i) How to decide the eligibility of Journalist.

Part 3: Framework for the National Legal Aid Services:

3.1. National Legal Aid Framework

At the domestic level, Somaliland has laid a solid foundation for the provision of legal aid with the right to access to justice being clearly codified in the Constitution as well as various other laws and orders.

3.2. The Constitution

The 2001 Constitution of Somaliland clearly recognizes the fundamental human rights which are supported by the principles of rule of law, good governance and due process as enshrined in the major human rights treaties. Purpose of the Legal Aid Fund is SOLJA's local initiatives supporting on the realizations of the rights of citizens promised in Article 27: The Rights of Persons Deprived of their Liberty; "1. Any person who is deprived of his liberty has a right to meet as soon as possible his legal representative, relatives or any other persons he asks for", and in Article 28 of Somaliland National Constitution, "Right to Sue and Defend", provision 3 of Article 28 stating; "3. The state shall provide free legal defence in matters which are determined by the law, and court fees may be waived for the indigent".

3.3. Other Legislation

The Organization of Judiciary Law N° 24/2003 & 2006, The Organic Law determining the organization, Purpose of the Fund is according to provisions 3, 4 and 5 of Article 4 of right to sue and defend of Somaliland Organization of the Judiciary Law No. 24/2003 & 2006, which read; Provision 3; national shall guarantee that the law obligates the right of lawyer for any citizens not affording to hire lawyer.

3.4. International Legal Framework

Major international and regional conventions which are the basis of the rights of citizens' legal aid are; the International Convention on Civil and Political Rights, the Convention on Economic, Social and Cultural Rights and the African Charter on Human and Peoples' Rights provide for the right to legal aid.

Continue ...

Part 4: Journalist Legal Aid Fund:

SOLJA in partnership with UNESCO has initiated to establish Journalist Legal Aid Fund, which all donations of funds and contributions may be deposited and managed by Committee according to the procedures established. The details of Journalist Legal Aid Fund shall be follows:-

Bank:

Name of Account: “**Journalistic Legal Aid Fund**”

Account number:

Sort code:

Swift code:

Etc

All Legal Aid Fund deposits shall be deposited to the account of Journalist Legal Aid Fund as per the procedures in this manual.

4.1. Structure and Governance the Fund:

4.1.1. Structure of the Fund:

The structure of the Fund shall be 2 level structures known as authority levels. These authority levels shall be:

- a) Fund Committee and
- b) The Administrator

4.2. The Committee:

- a) The Somaliland Journalist Legal Fund Management Committee is serving as an independent public body established by the Board of Directors of SOLJA. The Committee is responsible for the administration of Journalist legal aid in Somaliland in accordance of this manual.
- b) All Committee members serve on the Committee in their personal capacity and are independent of any other organization in their discretions of the Fund.

4.2.1. Power, Composition, Size & Term of the Fund Committee:

- a) **Power:** Fund Committee is responsible to lead Journalist Legal Aid Fund and it is the highest power of the Fund. The power of the Committee is exercised at its absolute discretion and according to this manual.
- b) **Composition:** Shall compose members specified in the fund manual.
- c) **Size:** The size of the fund committee shall be 9 member(s) as set in this manual.

- d) **Term:** The term of the Fund Committee shall be (12) months. Members of the Fund Committee are eligible for re-appointment indefinite period.
- e) **Status:** The status of Fund Committee members shall be volunteer, no remuneration entitlement.

4.3. The Officers of the Committee:

- a) **The Officers:** The officers of the Committee shall be Chair, vice-chair, treasurer and the secretary and other 5 members.

4.3.1. Duties of the Fund Committee: Duties of the Fund Committee shall be according to this Manual and shall be:-

- a) Supervise the Administrators and to receive their reports.
- b) To authorize payments out of the Account.
- c) To give such other approvals and do such other things as are required under these Terms.
- d) The Committee shall not have any Account vested in it or in any member of the Committee, nor hold any part of the Fund itself.
- e) The Committee shall not retain in their hands any monies of the Fund, subject to the right of reimbursement and indemnity. If a member of the Committee receives any contribution for the Fund from a Contributor it shall forthwith be handed to the Administrator according to the procedures.
- f) The Committee may engage paid staff and appoint professional Accountant to assist with the administration of the Fund.
- g) The Committee may change the Administrator when it appears so.
- h) Committee may recommend to SOLJA's leadership on the need of policies and procedures, as well guidelines pertaining to the management of legal aid fund.
- i) Committee shall review annually the results of the Journalist Legal Aid Fund.
- j) Committee will not charge any professional fees to the Fund for their time.
- k) Work with fund administrator to resolve any issues of compliance identified in the attestation process.
- l) Review annually the Journalist Legal Aid Fund reports and propose new development initiatives to advance operations and effectiveness of the Journalists Legal Aid Fund.
- m) The Committee may adopt and amend rules relating to its procedures and meetings and for the administration of the Fund, as long as these are consistent with the legal and professional rules which the Administrators must observe in relation to the Fund.
- n) Review annually the Fund donation reports and obtain details and explanations from the Administrator.
- o) Review and recommend changes to Board of Directors related policies such as eligibility, requirements, denial of and expenditure policy.

p) Review annually the need for spending overrides using the criteria outlined in

4.4. Duties of the Officers:

4.4.1. Chair:

- a) Shall lead the Fund Committee
- b) Ensure that Fund Committee is implementing rules, policies and procedures approved by the Board of Directors of SOLJA.
- c) Chair Fund Committee meetings,
- d) Supervise administrator and ensure that policies and procedures regulating Journalist legal aid fund are implemented as planned.
- e) Implement sound leadership, transparency and accountability of all transactions and expenditures of fund.
- f) Make sure that all financial transactions of the Account are in compliance with the financial accounting standards, appropriately requested and approved.

4.4.2. Vice-chair:

- a) Shall over take the role of the chair in his/her absence.

4.4.3. The Secretary:

- a) Shall be responsible for keeping records of the Fund Committee day-to-day activities.
- b) Taking minutes for all Fund Committee meetings.
- c) Manage meeting notices as required

4.4.4. The Treasurer:

- a) Under the guidance of the chair of the Fund Committee, responsible to monitor Journalist Legal Aid Fund Account.
- b) Regularly reports the status of the Account and the amount of funds received and expensed.

4.5. Committee Meetings and Notices:

4.5.1. **Committee Annual Meeting:** Committee shall meet annually on the first Sunday of the month of January of every year. Meeting can be re-scheduled to the next Sunday of the month of January, when holiday coincides.

4.5.2. **Notice of Annual Meeting:** Annual meeting shall be announced to all members of the Committee at least 45 days in advance of written notice.

4.5.3. **Quarterly Meeting:** Fund Committee shall meet on a quarterly basis, 4 times a year.

- 4.5.4. **Notice of Quarterly Meeting:** Quarterly meetings shall have 2 weeks of written notice to all members of the Fund Committee at least 15 days in advance.
- 4.5.5. **Extraordinary Meeting:** Fund Committee can hold an extraordinary meeting with the decision of simple majority. Notice of such meeting shall be regulated by the meeting to be held 2.6.2 and 2.6.4 above.

4.6. Meeting Quorum, Voting Rights and Decisions:

- 4.6.1. **Quorum:** All Fund Committee meetings shall have a quorum of 50% +1, simple majority.
- 4.6.2. **Voting Rights:** Each of the Fund Committee members is entitled to one vote.
- 4.6.3. **Decisions:** Committee's decisions involving the following shall have **2/3rd** votes, but all other decisions shall be held by simple majority:
 - a) Decisions to elect or remove any officers of the Fund Committee.
 - b) Decisions to propose suspension of member of the Fund Committee.
 - c) Call an extra ordinary Committee meeting.
- 4.6.4. Rules approved from the Board of Directors of SOLJA shall regulate procedures of decisions.

4.7. Vacancies of the Committee:

- 4.7.1. Procedures of vacancies of Fund Committee shall be established through internal rules.

4.8. Loss of Membership and Transferability:

- a) **Loss of Membership:** Membership of the Committee can be lost according to procedures to be established by rules approved by the Board of SOLJA.
- b) **Transferability of Membership:** Membership of the Committee is not transferable.

4.9. The Administrator:

4.9.1. Fund Administrator:

- a) Administrator shall be the executive organ of the Fund Committee, headed by Fund Administrator hired by the Fund Committee.
- b) Fund Administrator shall be guided by this manual, other Fund operational policy and procedures established by SOLJA through resolutions.

4.9.2. Duties of Fund Administrator: All Legal Aid Fund deposited into the Account of Journalist Legal Aid Fund shall be administered by Fund Administrator whose his/her duties are as follows:-

- a) The fund administrator shall be responsible to administer the Fund under the direct supervision of the Committee.
- b) The Administrator shall perform under the direct supervision and collective decision of the Fund Committee.

- c) Fund Administrator is responsible to plan, organize, implement, manage and control Fund.
- d) To prepare annual budget and implement upon the approval of the Fund Committee;
- e) Represent Journalist Legal Aid Fund, promote and attract potential donors and new partnerships.
- f) Supervise any other subordinate staff of the Fund.
- g) Prepares and submits reports to the Account to the chair of the Fund Committee on a monthly, quarterly and annual basis.
- h) Make sure that financial reporting is covering all details specified in the finance policy and procedures.
- i) Ensure financial proper expenditure according the financial policy and procedures approved by SOLJA.
- j) The Administrator may not use other Account to deposit such fund without prior authorization to the designated authority.
- k) The Administrator shall implement approved policies and procedures for dealing with applications for payments out of the Fund.
- l) The Administrator will not have signature on the Fund.

4.9.3. Cessation of the Administrator:

4.9.4. Cessation of the Fund Administrator can take the following conditions:-

- a) Decision of the Fund Committee by 2/3rd votes according to the policy and procedures in place.
- b) Resignation of the Fund Administrator, provided that 30 days of written notice is given in advance to the Fund Committee through Chair or the vice-chair of the Committee in the absence of the Chair and

4.9.5. Records of the Fund:

- a) Records of the Fund shall be all regulations, receipts, deposits and transactions of the Fund.
- b) The Administrator is responsible to keep all records of contributions into the Account and payments out of the Account.
- c) The Administrator will be the first signatory on the Account.

4.9.6. Salary of the Administrator:

- a) Salary of the Administrator shall be paid from the Fund.
- b) The Committee shall ensure that Salary of the Administrator is competitive and in line with the current market rate.
- c) All entitlement and the right of the Administrator must be clearly indicated on his/her contract.

Part 5: Powers, Authorities, Roles and Responsibilities of Stakeholders:

5.1. Power and Authority of SOLJA:

- a) The power and authority of SOLJA shall be regulatory body.
- b) SOLJA's Board of Directors and Secretariat has no role in the implementation, management and administration of the Fund.
- c) SOLJA's Board of Directors as regulatory body can revise and amend regulations, policies and procedures of the Fund.
- d) SOLJA shall ensure an inclusive and participatory process in the process of drafting and developing Fund regulations.

5.2. Power and Authorities of the Committee:

- a) The Committee shall have all power and authorities to administer the Fund.
- b) The power and the authority of the Committee shall be collective, and no individual power, authority and decision is allowed.
- c) Members composed representation of the Committee such as Media Houses, Civil Society, Human Rights Organizations, Bar Associations, Traditional Leaders and other independent body will not have to exercise other power or authority other than their collective duties specified in this manual.

5.3. Power and Authority of the Fund Contributors:

- a) The right and authority of the Fund contributors is limited to the contribution of such Fund to the Account.
- b) Contributors have no right to impose any instructions, intervene or have a role administration of the Fund, the work of the Committee.
- c) Contributors have no right to intervene in any litigation, nor to control its course or to be kept informed about it.
- d) Any legal advice given to the Journalist will be subject to standard lawyer-client privilege and will not be liable to be disclosed to the Committee, the Administrators or Contributors.

Part 6: The Legal Aid Fund Schemes:

6.1. Introduction:

The Legal Aid Fund Schemes for Journalists in Somaliland serves to assist Journalist to access to justice and to obtain the help of a solicitor through the Fund. Legal Aid Fund intend to ensure that Journalist who has no financial means to access justice have access to the same legal services as persons who can afford to pay a solicitor privately. The role of solicitor will be to complete Legal Aid forms on behalf of the Journalist. There are differences between the categories of various Legal Aid Fund Schemes. This manual gives guidance in respect of each of four types of Legal Aid schemes available in this manual as detailed below:-

- i). Legal advice and assistance includes general advice, the drafting of documents and negotiation on behalf of the Journalist.
- ii). Representation assistance of mainly covering representation proceedings in the National Courts.
- iii). Legal Aid for Civil court proceedings.
- iv). Legal Aid for Criminal court proceedings.

This manual explains in detail how the Journalist Legal Aid Fund schemes works. It shows what conditions and financial limits apply. The contribution of cost from the Fund towards the individual Journalist shall depend on the financial limits of the Fund and the individual journalist's financial circumstances. The extent, to which individual Journalist is required to pay a contribution towards the cost of his /her case, would need from SOLJA to facilitate inclusive and participatory consultative meeting. This manual need to explain how contributions are calculated and what contributions (if any) the individual Journalist can pay, subject to the individual case and its gravity, requires more time than anticipated.

6.2. Administration of the Fund:

The administration of **the Fund**, designed to the help Journalist Legal Aid for both civil and criminal proceedings is the responsibility of Committee ("the Committee") which has to be established under this manual. The Committee is empowered to grant or refuse application from Journalist to Legal Aid Fund.

The decision of the committee on the respective application would be final. There is no right of appeal against a decision taken by the Committee on any application submitted, evaluated its eligibility and applicable judgment concluded through decision of simple majority.

The Committee shall be responsible for the payment of legal fees for cases in which Criminal Legal Aid has been granted by the Committee according to the procedures.

6.3. Purpose of the Fund:

The overall purpose of the fund is to provide legal support for Somaliland journalist to promote freedom of expression and the freedom of media:-

- a) The purpose of the Fund is to improve the rights of the Journalists from arrests
- b) Pay in the jurisdiction in connection to their professional conduct.
- c) Such litigation includes, because of the performance of their professional conduct stipulated in the standard ethics of the journalist set in this manual.

6.4. Scope of the application:

The scope and jurisdiction of the legal aid support shall be within the territory of the Republic of Somaliland.

The scope of the application of the Fund covers paying for or towards expenses in connection with any legal or administrative matters specified in this manual, which this manual has considered reasonably necessary to defend or protect Journalistic.

6.5. Coverage of Legal Fund:

These expenses could be or be concerned with the following:-

- a) Legal costs in defending or bringing any litigation in the respective courts (civil or criminal).
- b) Lawyer cost
- c) Defence of civil and criminal charges
- d) Formal process already brought or which may be brought against Journalistic
- e) Release from arrest
- f) Journalistic source protection
- g) The cost of obtaining legal advice and legal services for them and expert evidence
- h) Financial support to legal proceedings against journalist in relation to their exposures.
- i) Payments ordered by any Court to be made to any opposing party.
- j) Civil and Criminal Legal Assistance
- k) Repayment of costs of court-ordered lawyer when a criminal case is lost.

6.6. Payments out of the Fund

- a) All payments out of the Fund will be made by the Administrator with the approval of the Committee.
- b) The Administrator and the Committee shall not knowingly allow any payments to be made out of the Fund which do not fall within the purposes.
- c) Sources are bound to make any payment including payments in settlement of fees or on account of fees.
- d) The receipt of the Journalistic Sources' authorized representative or of such a third party shall be a full discharge to the Administrator.

6.7. Who will benefit and who is not from the fund?

6.7.1. Who will Benefit:

The Fund is not aimed to benefit one particular Journalist but it is open to all journalists subject to their fulfillment of the following criteria:-

- a) Possess membership from any of the media houses
- b) Declaration of commitment to standard ethics of journalist and code of conduct
- c) Respect of human rights, Constitution of Somaliland and applicable national laws

6.7.2. Who is not to benefit:

Any journalist who is found breaching standard self-regulatory and Journalist ethics will not be entitled to benefit this fund, particularly, when journalist is found the following:-

- a) Found not giving correct information from his/her financial status
- b) Breached standard ethics of journalist and code of conduct
- c) Prove of defamation purposely produced to harm the dignity of someone's rights regardless of his/her position.

Part 7: Minimum Procedures of Legal Aid Fund Schemes:

7.1. Procedures for Legal Advice and Assistance:

The Legal Aid Fund Schemes applicable to Legal advice and assistance may be eligible to access Fund through the following 3 categories:-

- a) General advice
- b) The drafting of documents and
- c) Negotiation on behalf of the Journalist

7.1.1. Maximum thresholds that apply:

- a) General advice:
- b) The drafting of documents and
- c) Negotiation on behalf of the Journalist

7.1.2. When to grant legal Advice and Assistance:

- a) General advice
- b) The drafting of documents and
- c) Negotiation on behalf of the Journalist

7.1.3. Financial Circumstances of Journalist in legal Advice and Assistance:

- a) General advice
- b) The drafting of documents and
- c) Negotiation on behalf of the Journalist

7.1.4. Contribution from Journalist to pay legal Advice and Assistance:

- a) General advice
- b) The drafting of documents and
- c) Negotiation on behalf of the Journalist

7.1.5. Decisions of Acceptance and Rejection for legal Advice and Assistance:

- a) General advice
- b) The drafting of documents and
- c) Negotiation on behalf of the Journalist

7.2. Procedures for Representation Assistance:

The Legal Aid Fund Schemes for Representation Assistance of mainly covering representation proceedings in the National Courts may be subject to criteria and conditions of eligibility and availability of Fund through the following 4 categories:-

- a) District Court
- b) Regional Court
- c) Regional Appeal Court and
- d) Supreme Court

7.2.1. Maximum thresholds that apply for Representation Assistance :

- a) District Court
- b) Regional Court
- c) Regional Appeal Court and
- d) Supreme Court

7.2.2. When to grant for Representation Assistance:

- a) District Court
- b) Regional Court
- c) Regional Appeal Court and
- d) Supreme Court

7.2.3. Decisions of Acceptance and Rejection for Representation Assistance :

- a) District Court
- b) Regional Court
- c) Regional Appeal Court and
- d) Supreme Court

7.3. Procedures for Legal Aid for Civil court proceedings:

The Legal Aid Fund Schemes for Legal Aid for Civil court proceedings of mainly covering Civil cases proceedings against eligible Journalist in any of the National Courts, subject to the criteria and conditions of eligibility and availability of the Fund, which may be applicable to the following court categories:-

- a) District Court
- b) Regional Court
- c) Regional Appeal Court and
- d) Supreme Court

7.3.1. Maximum thresholds that apply for Legal Aid for Civil court proceedings:

- a) District Court
- b) Regional Court
- c) Regional Appeal Court and
- d) Supreme Court

7.3.2. When to grant for Legal Aid for Civil court proceedings :

- a) District Court
- b) Regional Court
- c) Regional Appeal Court and
- d) Supreme Court

7.3.3. Decisions of Acceptance and Rejection for Legal Aid for Civil court proceedings:

- a) District Court
- b) Regional Court
- c) Regional Appeal Court and
- d) Supreme Court

7.4. Procedures for Legal Aid for Criminal court proceedings:

The Legal Aid Fund Schemes for Legal Aid for Criminal court proceedings of mainly covering

Criminal cases proceedings against eligible Journalist in any of the National Courts, subject to the criteria and conditions of eligibility and availability of the Fund that may be applicable the following court categories:-

- a) District Court
- b) Regional Court
- c) Regional Appeal Court and
- d) Supreme Court

7.4.1. Maximum thresholds that apply for Legal Aid for Criminal court proceedings:

- a) District Court
- b) Regional Court
- c) Regional Appeal Court and
- d) Supreme Court

7.4.2. When to grant for Legal Aid for Criminal court proceedings :

- a) District Court
- b) Regional Court
- c) Regional Appeal Court and
- d) Supreme Court

7.4.3. Decisions of Acceptance and Rejection for Legal Aid for Criminal court proceedings:

- a) District Court
- b) Regional Court
- c) Regional Appeal Court and
- d) Supreme Court

7.5. Procedures of Eligibility and Requirements:

7.5.1. Eligibility and Requirements for legal Advice and Assistance:

7.5.1.1. Eligible Applicant:

- a) General advice:
- b) The drafting of documents and
- c) Negotiation on behalf of the Journalist

7.5.2. Eligibility and Requirements for Representation Assistance:

7.5.2.1. Eligible Applicant:

- a) District Court

- b) Regional Court
- c) Regional Appeal Court and
- d) Supreme Court

7.5.3. Eligibility and Requirements for Legal Aid for Civil court proceedings:

7.5.3.1. Eligible Applicant:

- a) District Court
- b) Regional Court
- c) Regional Appeal Court and
- d) Supreme Court

7.5.4. Eligibility and Requirements for Legal Aid for Criminal court proceedings:

7.5.4.1. Eligible Applicant:

- a) District Court
- b) Regional Court
- c) Regional Appeal Court and
- d) Supreme Court

Part 8 Minimum Standards for Rules and Regulations of the Fund: