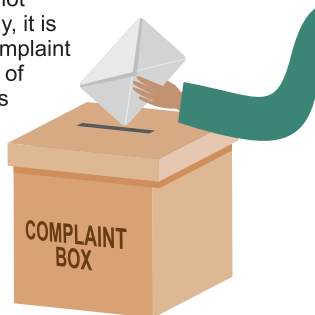


- After receiving the decision of the Migration and Citizenship Service on the asylum application, inform your advocate **immediately**, because there are **strict deadlines** set by the law for appealing it to the court (if the decision of Migration and Citizenship Service is not in your favour).
- The advocate should review the decision and discuss with you the need and grounds for appealing it, e.g., omissions were made in the asylum procedure that could have affected the decision, or the decision was not properly reasoned, the information/evidence you provided was not properly taken into account etc.
- In case of filing an appeal to the court against negative decision of the Migration and Citizenship Service, you should discuss with the advocate the issues related to your participation in the court proceedings, as well as the need to obtain and present additional information/evidence.
- The court decision will be sent either to you or to your advocate, who should inform you about the court decision and the deadlines for appealing it (in case it is not in your favour).
- The advocate CANNOT make any decisions without your knowledge. You jointly decide all your actions.
- The advocate is obliged to maintain the attorney-client privileged information and has no right to share the data you have disclosed to him/her with other persons without your consent.
- It is important that you trust your advocate and provide complete and detailed information about your case.
- You have the right to privately meet with your advocate at any time.
- If you think that the advocate is not performing his/her duties properly, it is necessary to submit a written complaint to the Chairman of the Chamber of Advocates (contact information is provided below).



- The complaint can be submitted electronically or on paper, where all the facts underlying the complaint must be stated.
- You can find out about the process and the results of the appeal by contacting the Chamber of Advocates.

Written application form for free legal aid

To the Head of the Public Defender's Office of the Chamber of Advocates of Armenia

From asylum-seeker in the Republic of Armenia

Name

Surname

Application

Please assign a public defender to provide legal advice and representation to me in the asylum procedures.

I am attaching my ID as an asylum-seeker in Armenia.

Date Signature

Public Defender's Office of the Chamber of Advocates of the Republic of Armenia
Address: 7-2 Zakyan St., 2nd Floor, Yerevan, 0010, Armenia
Tel: +374 10 600-714 / ☎ +374 33 600 714
Email: pashtpan@advocates.am
Website: www.hpg.am

For the representations of the Public Defender's Office in the provinces (marzes) of Armenia, check this webpage: <https://www.hpg.am/am/site/Seator> or call the Office of the Public Defender.

Chamber of Advocates of the Republic of Armenia
Address: 7-2 Zakyan St., 4th Floor, Yerevan, 0010, Armenia
Tel: +374 10 600-701, +374 10 600-704
Email: info@advocates.am
Website: www.advocates.am

The Office of the United Nations High Commissioner for Refugees (UNHCR)
Address: 14 Petros Adamyan St., Yerevan 0010, Armenia
Hot line: 08000 0025
Email: armyeprt@unhcr.org
Website: <https://help.unhcr.org/armenia/>



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Free legal aid in the asylum procedure in Armenia

Public Defender's Office



<https://help.unhcr.org/armenia/>



If it is dangerous for you to return to your country, FREE legal aid is available to you, which will guide you in all matters related to the asylum procedure in Armenia and protect your rights.

When and how FREE legal aid is available?

- You can benefit from FREE legal aid both for the purpose of filing an asylum application and for the entire process of consideration of your application for asylum.
- You can use the services of the Public Defender's Office to get FREE legal aid guaranteed by the State.
- The Public Defender's Office is an integral division of the Chamber of Advocates of the Republic of Armenia, which provides state-funded legal aid through the advocates serving as public defenders.
- In order to get FREE legal aid, it is necessary to apply to the Public Defender's Office¹, either by appearing in person at the Office or by sending by mail to the Office a written application similar to the attached application.
- The Public Defender's Office will appoint for you an advocate who will provide you with FREE legal aid throughout the asylum procedure.
- You can ask for a help from the employee of the state authority that deals with your case (such as the Migration and Citizenship Service, the Police, the Border Guards, the employee of the detention center or the investigator) to apply to the Public Defender's Office.
- The employee of the state body that deals with your case will also inform you about other available organizations providing free legal aid to asylum-seekers.
- If you apply to the Public Defender's Office, you will be provided with a FREE translation if possible.



Why to get legal aid?

Apply for legal aid as early as possible in the asylum procedure, because then:

- Your rights will be better protected.
- You will have a better idea of the asylum procedure and what is expected from you.
- You will receive assistance in gathering and presenting evidence to support your asylum application.

¹Contact information is available in this leaflet.

- You will be better prepared for the interview conducted by the Migration and Citizenship Service.
- You will be more aware of the requirements and deadlines defined by the legislation and it will be easier for you to comply with those.
- If the Migration and Citizenship Service rejects your asylum application, you will be able to more effectively appeal this decision in the court.

What is the advocate's role in the asylum procedure?

- The advocate takes measures to have your rights respected by all state authorities, including measures to ensure that you, as an asylum-seeker, are protected from forced return (refoulement) to your country.
- The advocate ensures that all procedures are carried out in accordance with the law, protects your rights and interests, if necessary, represents you before different state authorities and in the court, ensures that the requirements and deadlines set by the law are met.
- The advocate provides you a consultation on the different stages of the asylum procedure, your rights and responsibilities, as well as your joint steps. The advocate can also help you to prepare for the interview conducted by the Migration and Citizenship Service.
- The advocate helps you to obtain the necessary documents and information to support your asylum case and submit them to the relevant authorities.
- The advocate can be present at the interview conducted by the Migration and Citizenship Service together with you, helping to ensure that all the necessary information about your asylum claim is presented to the interviewer and ensuring that your interests and rights are protected.
- If the advocate did not participate in the interview, he/she can get access to its results (minutes of the interview) by accessing your file in the Migration and Citizenship Service.



- The advocate can submit an application to the Migration and Citizenship Service if, after reviewing the minutes of the interview, there is a need to make corrections or adjustments or to present new information or evidence.
- After the Migration and Citizenship Service makes a decision regarding your asylum case, the advocate gets acquainted with the decision, explains it to you and discusses the next steps with you.
- If the Migration and Citizenship Service has rejected your asylum application and you do not agree with it, the advocate helps you to appeal the decision in the court (including first instance, appeal and cassation, as necessary) and represents your interests in the court.
- If your asylum application is rejected at final instance in Armenia, you can discuss with your advocate the possibility to file a complaint with the European Court of Human Rights.



What do you need to know when dealing with an advocate?

- Contact information should be exchanged with the advocate in order to be able to keep contact in the future. Immediately notify the advocate about any changes to your contact information.
- You should inform the advocate about the date of your asylum interview and prepare for the interview together with him/her.
- You should inform the advocate if there are documents and evidence that you want to provide to the Migration and Citizenship Service to support your asylum application.
- If you receive any documents related to your asylum case from state authorities, please inform your advocate.

