



AIJA Pocket Guide



INTERNATIONAL ASSOCIATION OF YOUNG LAWYERS
ASSOCIATION INTERNATIONALE DES JEUNES AVOCATS



Dear **AIJA** member and anyone interested in AIJA,

L'Association Internationale des Jeunes Avocats/International Association of Young Lawyers (AIJA) thanks you for your interest in our young community. The purpose of this pocket guide is to explain how AIJA works, what AIJA stands for, what AIJA can offer to its members and officers and what it takes to become active within this dynamic association. Moreover, it will point you in the right direction, should you wish to learn more about AIJA in detail.

It's all about you!

First and foremost, it will help you to kick-start your active career in the organization should you decide to get more deeply involved beyond attending seminars and events. For instance, one of the first things you might want to do is attend the meetings of the Commissions (AIJA's "practice groups") you are interested in. All Commissions – like the Management Committees – meet regularly at each Annual Congress and each May and November Conference and will welcome you warmly! Please refer to the respective sections in this guide for further information and details.

Questions? Suggestions? Any member of the Bureau (AIJA's "Board of Directors") and all other officers of AIJA as

well as our staff at the AIJA office in Brussels will be happy to respond to any queries or suggestions you may have. You can find all relevant contact details for those members and the AIJA office at www.aija.org.

Don't know who the current Bureau members and other AIJA officers are? Check out AIJA's Yellow Pages, which are updated following the elections and appointments after each Annual Congress, as well as the flyer "commissions en un coup d'œil" with photographs to assist your search. All this and more can be found also on our website, www.aija.org.

Let us strive to keep up our motto:

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"AIJA is the only international legal association that provides genuine and friendly networking for young lawyers in a qualitative scientific environment designed by and for young lawyers."

Participate – Inform – Network

Fall 2012

The AIJA Bureau

PASCAL



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AIJA basics and a bit of history

Legal form and registered seat/office

AIJA is a non-profit organization established in the form of an association under Luxemburg law in 1962. It recently moved its registered seat to Belgium and maintains an office at rue de l'Hôtel des Monnaies 133, BE-1060 Brussels where the permanent staff is located.

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Overall objectives

The objectives of AIJA are set forth in Article 2 of AIJA's Statutes:

The aims of the association are to encourage meetings and to promote co-operation and mutual respect between young lawyers from all countries around the world; to defend the interests of young lawyers and to study questions of relevance to them; to help establish groups of young lawyers in countries and regions where none now exist and to play an active role in the development of the legal profession and the harmonisation of its professional rules. Additionally, the association strives to guarantee full protection in all circumstances and jurisdictions for all lawyers to practise their profession freely and of every individual to be supported, counselled or repre-

mented by a freely chosen lawyer and to be entitled to a fair trial by an impartial and independent judge within a reasonable period of time.

In fulfilment of these objectives, the **Strategic Plan** was adopted in 2004, with updates in 2009 and 2012. The present Strategic Plan sets out the following fundamental strategic goals: (i) global membership development, (ii) maintenance of AIJA's profile in professional advocacy (**Voice of the Profession**) (iii) offering learning and development opportunities and (iv) offering networking opportunities.

Traditionally, AIJA has had a strong presence in Western Europe. With a view to the first of the above goals, AIJA will continue to increase its presence in the Americas and Asia while also exploring possibilities to enhance its presence in Africa and Australia.

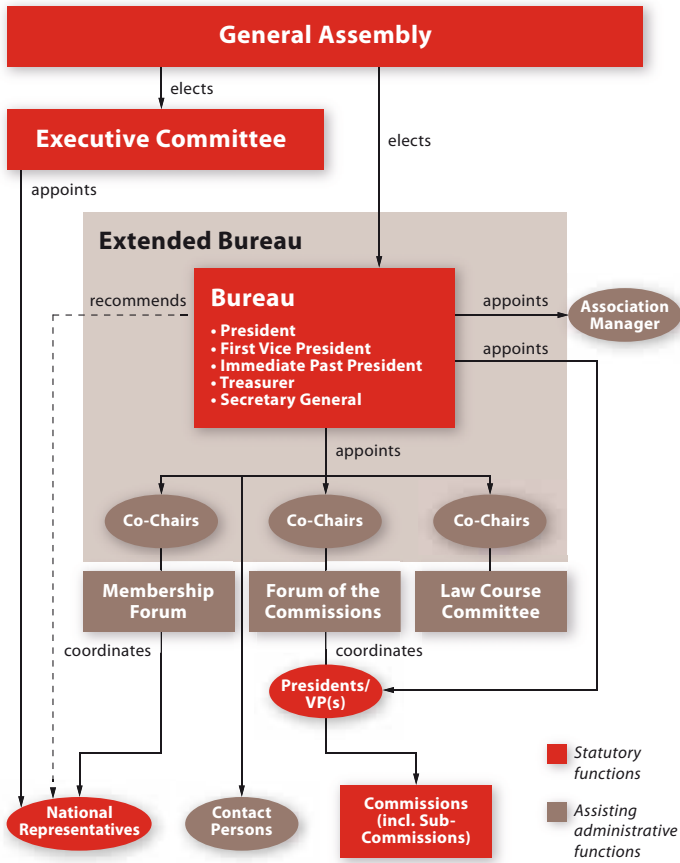
AIJA is committed to defend and take active part in **promoting core legal principles**, such as the rule of law and human rights principles. While respecting the integrity of each civilized society of the world, a particular aim of AIJA is to advance cross-cultural understanding between members and other participants in the legal profession as a whole.

AIJA Organization

Overview

The motor that keeps AIJA running is its membership. AIJA's members are active in various groups within AIJA. Please see the next page for an overview of these groups which are described more fully on the following pages:





The current Yellow Pages, which are published on the AIJA website, show who the current officers are.

AIJA's Brussels Office

The office of AIJA is located in Brussels, Belgium. It currently has 4 main functions:

1. The **Association Manager** is the head of AIJA's office in Brussels and chief of staff. Under the supervision of the Bureau, he/she takes care of the day-to-day management of AIJA and implementation of the Strategic Plan, working in close co-operation with the Extended Bureau.
2. Events: AIJA's office in Brussels is also the center of AIJA's events coordination in collaboration with the Law Course Committee (LCC) and external suppliers (program design and print, venue planning, PCO coordination and much more). AIJA's Events Manager is your central contact person – apart from the LCC – to help you with your seminars and other events.
3. Communications: AIJA's website, online newsletters and other communication are equally handled from Brussels. Should you wish to write an article in AIJA's publications, please contact AIJA's Communications Manager.

4. Membership support and administrative functions: Additionally, all membership queries can be directed to AIJA's Brussels office. It is the central hub for all issues related to your membership administration questions and AIJA's staff will help you, should you need to find out more about AIJA, membership and many other practical details.

General Assembly

The General Assembly is the **legislative body** of AIJA. Its meetings are chaired by the President.

All voting or non-voting members of AIJA are invited to join the ordinary meetings of the General Assembly which are held each year at the **Annual Congress**. Up to three delegates of each Collective Member are welcome to attend the meetings in an advisory capacity.

Voting members who cannot participate at a meeting of the General Assembly may appoint another member with voting right as his/her **proxy**. Proxies must be given in the form determined by the Bureau and are generally granted to the National Representative who will, before each meeting of the General Assembly, contact the AIJA members with information on the proxy requirements as set out in the Statutes.

Bureau

With the support of other bodies and/or AIJA officers as well as the Association Manager and the other staff in Brussels, the Bureau is the body primarily responsible for managing AIJA as a whole. It does so within the bounds of the annual budget approved by the General Assembly and in line with the guidelines given from time to time by the Executive Committee. Furthermore, the Bureau is responsible for (i) developing and implementing the Strategic Plan, (ii) appointing AIJA's officers (other than the Executive Committee members and the National Representatives) and allocating tasks between the other AIJA bodies, (iii) supervising the staff of AIJA, (iv) ensuring that the appointed AIJA officers perform satisfactory and (v) representing AIJA towards the public.

The Bureau is formed by the following officers as elected by the General Assembly:

- the **President** (of the current AIJA year) whose main responsibilities are – apart from presiding over the Bureau, the Executive Committee and the General Assembly – to (i) head the management together with the Association Manager and other staff, (ii) attend, or ensure the presence of another senior officer, at all events of AIJA and at the major events of other organizations and (iii) represent AIJA towards other international organizations;

- the **Immediate Past President** (i.e. the President of the past AIJA year) who, in particular, (i) ensures that contacts made and know-how obtained remains within AIJA and (ii) serves as the primary contact person with over-aged/honorary members;
- the **First Vice-President** (i.e. the President of the coming AIJA year) who, among others, initiates and supervises the work plan of the coming AIJA year and the events programme and other particular activities planned to occur during his/her term (together with the Law Course Committee);
- the **Secretary General** whose particular responsibilities include (i) taking the minutes of the different AIJA bodies, (ii) the preparation and conduct of election and voting procedures of the Executive Committee and the General Assembly, (iii) the supervision of the membership admission process and (iv) the contact with Collective Members; and
- the **Treasurer** who, together with the Association Manager, (i) supervises all funds of AIJA in line with the annual budget approved by the General Assembly, (ii) keeps the accounts of AIJA and prepares the annual budgets and accounts, (iii) supervises the budgets for the Annual Congresses and – together with the Law Course Committee, the May and November Conferences and seminars and (iv) performs certain financial advisory functions.

Extended Bureau

The **Co-Chairs** of (i) the **Membership Forum**, (ii) the **Forum of the Commissions** and (iii) the **Law Course Committee**, together with the **five Bureau members**, form the Extended Bureau. They take part in the meetings and other work of the Bureau on a regular basis to assist the Bureau members to both manage the day-to-day business of AIJA and to pursue the goals of the Strategic Plan as well as to enhance transparency and co-operation among the AIJA leadership group.

Executive Committee

The Executive Committee also assists the (Extended) Bureau in its management of AIJA. The Executive Committee is asked to take an active role in promoting the objectives of AIJA and the Strategic Plan, in particular with regard to human rights projects (together with the Human Rights Committee), the development of the legal profession (together with the Skills, Career, Innovation, Leadership and Learning (SCILL) Commission) and membership recruitment (together with the Membership Forum).

The Executive Committee is also responsible for approving applications for membership in AIJA and, by recommendation of the Bureau, making decisions on other matters as provided for in the Statutes, such as the appointment of National Representatives. In particular, if there is more than one

final application to organize a future Annual Congress, the Executive Committee may, upon request from the Bureau, vote on where the Annual Congress shall take place.

The Executive Committee is formed by **48 individual AIJA members** elected by the General Assembly (16 each year for a three-year term). In addition, the **Bureau members** and the **National Representatives** attend the meetings of the Executive Committee with a right to vote. Certain other present and past officers, one delegate per Collective Member and other persons invited by the Bureau may participate at Executive Committee meetings (without voting rights).

Normally, there are **four Executive Committee meetings per year** (i.e. two meetings during the Annual Congress and one at each of the May and November Conferences) with the agenda determined by the President together with the Secretary General.

In the past, being a member of the Executive Committee has proven to be an excellent entrance into the active world of AIJA management.

The term of one-third of the body of the Executive Committee expires each year, so elections are held to replace that portion of the Executive Committee at each Annual Congress. The 16 candidates receiving the most votes at the General Assembly are elected to the Executive Committee.

Membership Forum

The Membership Forum is the management committee of AIJA that assists the Bureau in the management of AIJA in terms of **membership retention and recruitment activities**. The Membership Forum is the meeting place of the National Representatives, Contact Persons, and, in some instances, Regional Representatives. , However, all members of AIJA are welcome to participate at the meetings of the Membership Forum.

Under the supervision of the Bureau, the Membership Forum brainstorms for ways and means to recruit new members and coordinates any such activities towards this goal. The Membership Forum is **responsible** for:

- designing, supervising and implementing initiatives aimed at attracting new members;
- supervising the performance of the National Representatives, the Contact Persons and, when appointed, the Regional Representatives; and
- maintaining contact with current membership.

Designated **members** of the Membership Forum are:

- the National Representatives, the Contact Persons and, when appointed, the Regional Representatives; and
- the members of the Extended Bureau.

The Membership Forum is usually co-chaired by two AIJA members appointed by the Bureau. The Co-Chairs provide a report to the (Extended) Bureau and to the Executive Committee and/or General Assembly as determined from year to year by the Bureau.

The Membership Forum **meets three times a year**, i.e., during the May and November Conferences and the Annual Congress of AIJA.



Forum of the Commissions (FoC)

The Forum of the Commissions assists the Bureau in terms of AIJA's **scientific work in general**. Its meetings are the forum for the Commission Presidents and Vice-Presidents and other officers involved in AIJA's scientific work. The meetings of the Forum of the Commissions are also open to other AIJA members interested in improving the scientific work and in the work of the Commissions.

Under the supervision of the Bureau, the Forum of the Commissions has the overall responsibility for **coordinating the activities of the Commissions** and, through them, the substantive work of AIJA.

The designated **members** of the Forum of the Commissions are:

- the Presidents and Vice-Presidents of the Commissions;
- the members of the Extended Bureau; and
- the Work Co-ordinator(s) of the coming Annual Congresses.

The Forum of the Commissions is usually run by two or three members appointed by the Bureau and gives a report to the (Extended) Bureau and to the Executive Committee and/or General Assembly as determined from year to year by the Bureau. One of the duties of the Co-Chairs is,

in addition to administrative matters relating to the Forum of the Commissions, to hold the **First Timers Meeting** at each Annual Congress at which AIJA is introduced to new members.

The Forum of the Commissions **meets three times a year**, i.e., during the May and November Conferences and the Annual Congress of AIJA.

Law Course Committee (LCC)

The Law Course Committee assists the Bureau in terms of AIJA's **events program**, specifically all **seminars** (except for the Annual Congress). At its meetings, the up-coming seminars and other events are discussed and coordinated by the members involved in the events planning. These meetings are particularly helpful for AIJA members interested in organizing a future event.

In line with its general function, the Law Course Committee is responsible, in particular, for:

- supervise AIJA's events calendar (except for the Annual Congress) taking into account, among others, the Strategic Plan;
- implement and revise, as necessary, the seminar guidelines of AIJA and ensure that those guidelines are adhered to;

- ensure that accumulated knowledge of organizing AIJA events are passed on to prospective organizers; and
- supervise the scientific content of the events, speakers policy etc, together with the Co-Chairs of the Forum of the Commissions and the Membership Forum, respectively.

The Law Course Committee is usually run by two or three members appointed by the Bureau and gives a report to the (Extended) Bureau and to the Executive Committee and/or General Assembly as determined from year to year by the Bureau.

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The Law Course Committee meets **three times a year**, i.e., during the May and November Conferences and the Annual Congress of AIJA.

National Representatives and related functions

For each country, in which AIJA is or intends to be present, the **National Representative** appointed from time to time by the Executive Committee on recommendation of the Bureau is the official AIJA representative in the relevant country. The recruitment of new AIJA members is the primary responsibility of the National Representatives.

The National Representatives will, with respect to AIJA members residing in the relevant jurisdiction:

- inform the members about AIJA's internal and external activities at least three times a year after the May Conference, the Annual Congress and the November Conference;
- encourage the organization of seminars and workshops, especially national regional meetings in their country to recruit new members; and
- inform the local bar associations, national law newspapers and magazines about AIJA and its activities.

In countries where AIJA is present, but does not have an active membership, **Contact Persons** may be ap-



pointed and their function is similar to that of a National Representative – to promote AIJA in their countries. Also, the Bureau may appoint active AIJA members to act as **Regional Representatives** for certain regions or cities within a country, and they, together with the National Representative, promote AIJA in the area for which they are appointed.

Other AIJA Management Bodies

The Executive Committee may create, from time to time, other management committees. Presently, there is one such committee: the **Human Rights Committee**. It consists of a President and one or several Vice-Presidents, who may have different areas of responsibility. The most recent Immediate Past President of AIJA who is no longer a member of the Bureau may act as the Co-President of the Human Rights Committee.

All of AIJA's human rights efforts (see below) are steered through the Human Rights Committee. The Human Rights Committee is handling, alone or in co-operation with relevant National Representative(s), the Bureau, the Executive Committee, or other Commissions, all matters related to AIJA's involvement in human rights. The Human Rights Committee prepares reports and analyses documents regarding these issues.



AIJA Officers

Any position within AIJA is for a limited duration to ensure **rotation** on an on-going basis. It is part of the responsibility of any AIJA officer to assist in identifying suitable successors to the position in question. As a multi-national and multi-cultural organization, AIJA aims, to the extent possible, at **diversity** in the officers' corps. No person shall be excluded from active participation as an officer on the grounds of gender, sexual orientation, physical disability, race, colour or religious belief. Any election or appointment process is conducted in a **transparent manner** with a view to ensure that the best possible candidate be elected/appointed.

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What does AIJA expect of its officers – What can the officer expect of AIJA?

Any person having accepted a position as AIJA officer, has done so on the basis of the **expectation** that he/she shall perform to the best of his/her ability in the interest of AIJA and, as a minimum, to:

1. actively promote AIJA and its events to other members and potential members;
2. be present at the main AIJA events of the year, i.e. the Annual Congress and the May and November Conferences, and take part in the meetings of the executive

bodies and/or Commissions of which the officer is a member or entitled to vote;

3. be actively involved in other AIJA events, e.g. as organizer and/or speaker in seminars (or assist with finding such organizers/speakers);
4. identify sponsors and bring them to the attention of AIJA; and
5. be hands-on in AIJA's internal and external communication, keep contact with members and third parties – also between meetings.

In turn, any AIJA officer can **expect** to:

1. receive active support for initiatives aimed at promoting AIJA and its objects from AIJA's officers, members and staff;
2. receive reasonable and pro-active assistance from the AIJA staff in communicating and assisting with arranging such initiatives;
3. establish business and personal contacts all over the world;
4. improve his or her international networking platform;
5. meet prominent speakers and leading lawyers of the world;
6. be deeply involved in a multi-national and multi-cultural environment; and
7. **have a lot of fun.**





AIJA Membership

What would AIJA be without its members? In the following sections, you will find out more about membership and the various aspects of it. AIJA is open to anyone who falls within the membership criteria and who undertakes to respect the statutory objectives and principles of AIJA. While membership is primarily individual, AIJA also offers collective memberships.

Individual membership

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To become an individual member of AIJA it is necessary to be a lawyer enrolled on the **official register of fully qualified lawyers** (or to belong to a similar official institution in countries where there is no official lawyers' register) or to hold the university diploma in law required for accession to a bar and act as a corporate counsel.

To be a member, an individual must also be **under the age of 45**. Because a "young lawyer", in certain countries, refers to lawyers of a much younger age than 45, an alternative term for defining AIJA's target group is "career building lawyers/legal professionals". Without deviating from the foregoing, AIJA welcomes "over-aged" and past members at events. AIJA appreciates and largely benefits from any efforts they make In continuing to promote AIJA

membership among younger colleagues.

The annual membership fee for individual members currently is:

EUR 75 for under 26 years of age

EUR 117 for under 30 years of age

EUR 250 for 30 years of age and above.

Collective membership

National, regional or local **associations or groups of lawyers** which are representative of career building lawyers in their country, region or bar, may apply for a collective membership, provided that they pursue objects and have activities which are compatible with AIJA's objectives.

The annual membership fee for Collective Members currently is EUR 750, for young bar associations it is EUR 375.

AIJA is for all career building lawyers

AIJA has historically attracted members from small, medium and large firms, including a significant number of solo practitioners, irrespective of whether they come from larger or smaller firms or whether they are general practitioners or specialists. For several years now, AIJA has offered membership benefits also to in-house counsel.



The financial implications of being an active AIJA member and possibilities for **scholarship programs** and **special sponsorships** for individual lawyers from developing countries are being considered on a continuous basis.

In short:

HOW TO BECOME A MEMBER (checklist)

Signing up for membership is very easy, do it online today!

Here is a short checklist of the how-to's:

1. Go to **www.aija.org** and click on the button JOIN NOW
2. Follow the steps as you are being guided through the sign-up process
3. Your application will be received by our office and at the next meeting of the Executive Committee, you will be admitted membership, et voilà!

To be eligible for membership you only have to make sure that you:

- Are under 45 years of age at the moment of application, and
- A qualified lawyer in your country (bar admission, etc. – we will take into account local circumstances in your favour), and
- Have paid your membership fee

Alternatively, should you have difficulties with the online sign-up process, feel free to call us at +32 2 347 3334, send fax to +32 2 347 5522 or write us an email to **office@aija.org**. We will be happy to assist.

HOW TO BECOME ACTIVE

Of course, being an AIJA member is great. But as with so many associations, AIJA's true value is discovered by the people who are actively involved.

In AIJA, there are many ways to become involved. The best way to get started is to talk to your National Representative or any of the AIJA officers. Depending on your interests, join one or more of our numerous Commissions (AIJA's "practice groups"), contribute actively by helping to organize a seminar or writing articles that can be published in our E-Zette on our website or even in a book.

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Involvement in the work of the Commissions is easy. Just contact one of the officers of the Commission(s) of your interest at his or her contact details listed in the Yellow Pages that you will have received when you signed up for membership. Can't find those Yellow Pages anymore or never got them? No problem, just download them from the AIJA website or order yourself a new copy from the AIJA Office (office@aija.org).

AIJA's social life

AIJA has a very active social life! This comes naturally because one of our main principles is to offer to career building legal professionals a platform to meet, exchange and enhance their networks internationally.

In AIJA, therefore, we make sure to include enough of space and time to ensure that our members will have time to make use of this fantastic network, actively participate in it and get the best out of it. Remember, it is about you and your career!





AIJA's scientific work (Commissions)

One of AIJA's principal objectives is to promote legal education and debate directed towards career building lawyers. The substantive work of AIJA triggers true and recurring **interactions between AIJA's members** and also between members and other interested parties. As such, the scientific work of AIJA is of fundamental importance and a major tool with regard to attracting and maintaining a large number of active members from as many countries and legal systems as possible.

AIJA's scientific work (working sessions and workshops at Annual Congresses, May and November Conference seminars, stand-alone seminars, law courses, etc.) is organized through the Commissions of AIJA, some of which have formed sub-commissions. Like practice groups and teams in a law firm, most Commissions address a specific field of law. The areas of law covered by the Commissions reflect the general interests of AIJA's members from time to time, taking into particular consideration the development of new areas of law and the interests of career building lawyers. Presently, AIJA has almost 20 Commissions. Please check out the flyer "commissions en un coup d'œil" with photographs and further information on the individual Commissions on AIJA's website www.aija.org.

While most Commission focus on specific areas of law and/or industry sectors, the Skills, Career, Innovation, Leadership and Learning (SCILL) Commission deals with the development of the legal profession, as well as individual skills and career training. Participating in this Commission and at its events is, therefore, fruitful for all members of AIJA. AIJA's Corporate Counsel Commission specifically welcomes members who are in-house counsel. Each Commission is headed by a **President** who is assisted by one or more **Vice-President(s) (VPs)**, each appointed by the Bureau and acknowledged by the Executive Committee from among the members of this Commission. The Commission President, together with the VP(s), runs the Commission in accordance with the rules and guidelines established by the Extended Bureau. The Commission is in charge of organizing **working sessions** and **workshops** at Annual Congresses and to initiate and organize AIJA **seminars**.

Meetings of the Commissions are held at least **three times a year**, i.e., at the Annual Congress and at the May and November Conferences.

The Commissions live through their active AIJA members. **All AIJA members are invited to actively participate** in the Commissions addressing those areas of law that meet their special experience and interests. It serves the purpose of AIJA and the members best if a member focuses

on few Commissions to which they are, at the same time, actively contributing. In particular, new AIJA members are encouraged to get in touch with the officers of their Commission to discuss how they can get involved (as national reporters, panellists, speakers etc.). AIJA follows a policy of involving every new active member from the start and of recognizing individual effort and merit.



AIJA Events

AIJA is, to a very large extent, known for, and identified by, its event program. This is where members meet, make presentations, network, and develop new skills and friendships, etc.

The “**AIJA year**” runs from Annual Congress to Annual Congress. The main events are typically the following:

August	Annual Congress
September through November	Seminars
November	November Conference
January through April	Seminars
May	May Conference
June	Seminars

The **Annual Congress** is AIJA’s most important event. Apart from the scientific program (workshops and working sessions organized by the Commissions), the meetings of the General Assembly, all executive bodies and the Commissions are held at the Annual Congress. The executive bodies and the Commissions also meet at the **November** and **May Conferences** (typically hosting one or two one or one-and-a-half day seminar(s)) which are, therefore, also major AIJA gatherings. You can check the up-coming events on www.aija.org. The website also contains information about past events of AIJA, including (for more recent events) working materials, etc.



AIJA has **various seminars per year**, some organized jointly with other organizations. In addition, the National Representatives, Contact Persons and/or Regional Representatives arrange informal, short **local gatherings** on an on-going basis, both with a view to (i) attract new members and (ii) foster involvement by, and interaction between, existing AIJA members.

Whenever possible and feasible, AIJA seminars are accredited with CLE or similar systems.

Should you wish to get involved in seminar organization, please do not hesitate to contact the Law Course Committee immediately and/or download the information sheets, which will guide you through this process, on www.aija.org/modules/events.



AIJA Communications

AIJA is bi-lingual

AIJA recognizes French and English as its two “official” languages. Each member is free to decide which of the two languages to use in writing or when speaking in AIJA. For particular events, the Law Course Committee may approve the use of a third language to promote AIJA in the region. Only in exceptional cases will AIJA offer simultaneous translation.

Means of communication

AIJA’s principal means of communication are:

- the **website** (www.aija.org), which includes useful information on AIJA, its executive bodies, Commissions, officers and events as well as a fully integrated membership database accessible to members only;
- the **yearbook**, representing AIJA to its members as well as to the legal community; and
- the **E-zette**, being the principal mean of active electronic communication with and among AIJA members about on-going project, future events, Commission and other activities and official announcements of AIJA. The E-zette is published 4 times a year.

Legal publications

AIJA has throughout the years published a number of books, most of them together with Kluwer and European Lawyer. AIJA members contribute national reports and general reports and/or other presentations at the Annual Congresses and seminars, some of which can be downloaded from AIJA's website.

External media

The Bureau together with the Association Manager takes care of AIJA's relationship with external media, e.g. the press in general and legal magazines, websites of bar associations and in-house counsel associations in particular. When appropriate, National Representatives or organizing committees may contact external media to promote AIJA or its events in their particular regions or countries.

AIJA's International Relations

Introduction

While AIJA pursues a “stand alone” strategy, AIJA maintains active collaboration with other (legal) organizations, nationally as well as internationally, if and to the extent that it serves the best interests of AIJA and works towards fulfilling AIJA's goal to be the **Voice of the Profession** for career-building legal professionals.

Co-operating Entities

Without thereby restricting any collaboration with other organizations, AIJA may enter into ad hoc or long-term arrangements with other organizations. Such arrangements may include, for instance Memoranda of Understanding (MoUs), which set out the general principles for the co-operation by means of joint events and cross-promotion of events. The right to register at membership rates or other types of cooperation may also be agreed on a case by case basis.

Liaison Officers

The Bureau may appoint a liaison officer for designated organizations who is typically an AIJA member who is also

active in the other association. Such liaison officer serves as day-to-day contact person and “ambassador” of AIJA.

If you are active in any particular organization (national or international) and would be interested in becoming such a liaison officer, please contact the Secretary General.



AIJA and Human Rights

Introduction

Human rights is an important subject for AIJA, and AIJA is committed to actively defend fundamental principles of human rights. AIJA's human rights efforts are steered through the Human Rights Committee. The Human Rights Committee also organizes the **Voice of the Profession** session at each Annual Congress at which human rights topics are presented and discussed, thereby raising awareness of such topics among the members of AIJA.

ILAC

AIJA is currently a council member of the International Legal Assistance Consortium ("ILAC"). The President and/or the President of the Human Rights Committee represent AIJA in ILAC and may invite other AIJA members to take part in particular projects initiated by ILAC.

SOS Avocats/Lawyers' Emergency Defence Committee

In 1986, AIJA created the Lawyers' Emergency Defence Committee, SOS Avocats, which position is currently assumed by the Human Rights Committee.

In such capacity, the Human Rights Committee is charged with the responsibility for ensuring protection of the right of every lawyer to practice his or her profession freely and the entitlement of every individual to legal representation and a fair trial.

The Human Rights Committee may:

- make investigations and, if necessary, intercede on behalf of lawyers whose right to practice freely is threatened or compromised in contravention of the law or internationally accepted standards;
- intercede where persons are denied access to legal representation of their choice and will assist in procuring a fair trial for those denied this fundamental right;
- send observers to attend individual trials or investigate complaints of mistreatment. It may also support an AIJA member who engages in the field of Human Rights or the Rule of Law;
- produce reports and recommendations for changes in national law or administrative practice; and
- formulate standards of professional conduct and independence as well as procedural rules.

AIJA does not engage in any political activity and will not involve itself in issues of a political nature, nor will it intercede on behalf of lawyers prosecuted for political activities other than in circumstances where their own rights to a fair trial or legal representation are in jeopardy.

The Human Rights Committee acts alone or in conjunction with other organizations or associations of lawyers to solve through diplomatic and legal channels the complaint by representations to the government and governmental agencies concerned or support such actions.

You can make donations to the work of the Human Rights Committee (with the reference to SOS Avocats) when you pay your membership fees or register for an AIJA event. Your support in this respect is very much appreciated!

ADA - 40th CONGRESS
Paris, August 28 to 29th

Prof. Avv. Lucio Colaninno

THE SPONSORSHIP AGREEMENT

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AIJA Support/Support AIJA

Scholarships

For some time now, AIJA has had an active Scholarship Program that is aimed at supporting career building lawyers to attend AIJA events (Annual Congress/May and November Conference) and pay their membership dues, should they need financial assistance. In return, AIJA expects an active participation and promotion of AIJA, such as writing reports, etc.

Scholarships are awarded on a case-by-case basis and the Treasurer (together with the Association Manager) will make a decision within a reasonable amount of time once an application has been submitted. For more information, please go to www.aija.org/uploads/scholarship.pdf

Sponsorships and Support

AIJA, like many other associations, is a nonprofit organization and very much relies on income generated by membership fees and events. In order to alleviate the burden on these two income streams, and thus on the pockets of individual members, AIJA is open to donations and/or sponsorships in return for a lucrative marketing package.

Visibility is one thing AIJA as an international association can offer globally!

Our marketing packages include involvement/exhibition at our seminars, May and November Conferences and the Annual Congress, sponsoring networking events, advertising on our website and in our online newsletters, separate mailings and much more.

At AIJA, we take marketing seriously. We will always ensure to work with our partners in a most favourable manner to guarantee long-term relationships for the benefit of everyone, supporting thus not only our members but career-building legal professionals in general.



Interested in:

- Reaching an international and culturally diverse target group
- Gaining direct global visibility to the legal stars of tomorrow
- Strengthening your corporate image among the international legal profession
- Participating in and supporting the professional development of young, career building lawyers and in-house counsel
- A direct opportunity to interact with your target group in a professional and relaxed atmosphere?

Then contact us:

AIJA – International Association of Young Lawyers
rue de l’Hôtel des Monnaies 133
BE-1060 Brussels

+32 2 347 3334
office@aija.org

Last but not least

Welcome to AIJA, the International Association of Young Lawyers. We hope that this guide will help you kick-start your AIJA career and hope you enjoy your membership. We certainly appreciate your participation and contribution towards making AIJA what it is: a truly global network and platform for career building lawyers – attorneys and in-house counsel alike – to connect and exchange views and ideas.

If you still have questions and cannot find any answers on www.aija.org, please feel free to contact our office in Brussels anytime. We are here to help.

Drop us a line if you have any ideas and/or suggestions that you would like to share with us.

With that in mind, we hope to see you soon at one of our many events, actively using AIJA's PIN code of Participating, Informing and Networking.

Let's get started!



i am AIJA



**INTERNATIONAL ASSOCIATION OF YOUNG LAWYERS
ASSOCIATION INTERNATIONALE DES JEUNES AVOCATS**

**[Young lawyers of every country stand together.
They intend to defend those principles which are
common and which they consider to be indivisible
from the notion of justice and law]**

AIJA, Declaration of Athens. Adopted, August 27, 1966.

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