Annual Report

2019



Founding Assembly

Twelve Founding Members have met to create an Association Statute, to vote the Executive Board and to determine the Membership Fee. Additionally, the Departments were formed and divided, whereby the RLC Siegen was founded.

1. Chairwoman: 2. Chairwoman: Treasurer: Nathalie Vinders Devrim Koyunbasoglu Janina Harms



1. Board Meeting

The Executive Board has exchanged working documents and e-mail access. They've also created a Dropbox. Furthermore, Nathalie started an E-Mail Distributor and the Departments were occupied with one Head each through our Members.

Head of Departments:

<u>Financials:</u> <u>Internal Organization:</u> <u>Data Protection:</u> <u>Education:</u> <u>Supervisions:</u> <u>Public Relations:</u> <u>Networking:</u> <u>Lectures:</u> <u>Student Assistants:</u> Janina Harms Devrim Koyunbasoglu Hannah Poqué Ines Winkler Jan Haas Nathalie Vinders Belal Habibullah Elke Dausacker Nathalie Vinders, Ibrahim Ahmed

01.04.2019





Application for an Exemption of Corporate Taxes

Janina has applied the RLC Siegen for an Exemption of Corporate Taxes at the Tax Authority Siegen. A positive notice came on 09. April 2019.

Workshop "Migration Law Consulting from an ethnological Perspective"

The Workshop with Judith Riepe (MA) from Tübingen had transmitted Information about Escape Experiences of humans and how those shape the people. Also, the focus was on the phases of Adjustments the People had to make. Besides, Judith gave hints of which difficulties exist in consulting just because of cultural differences. Moreover, these differences were addressed and possible recommendations for actions were discussed.

Bank Account Opening

The whole Executive Board had a meeting at the Sparkasse Siegen and had opened a bank account for the RLC Siegen.

<u>IBAN:</u> <u>BIC:</u> <u>Creditor-ID:</u> DE37 4605 0001 0001 2818 72 WELADED1SIE DE94 ZZZO 0002 2239 42





2. Board Meeting

General Issues were discussed and Jan designed a draft of a Privacy Policy, which was revised and then adopted. From now on, Hannah is the Head of Data Protection. She is responsible to spread the Policy in all Departments and to introduce the Head of each Department. Furthermore, she has to create a procedure index. Moreover, in the next winter semester, Hannah plans to offer a lecture about Data Protection.

Meeting with the Integration Commissioner

Mr. Büker is the first Integration Commissioner in the City of Siegen as well as managing director of the Board of Integration. At the Meeting, Belal introduced the RLC Siegen and discussed possibilities of cooperation.

Meeting with the municipal Integration Centre

The Integration Centre is oriented on requirements of the City of Siegen and the district of Siegen-Wittgenstein. Ms. Wilhelms and Ms. Beinering are our local contact persons. Mr. Aydin is the responsible language mediator. Again, Belal has presented the RLC Siegen.

Notary

The Executive Board was at the Notary Dr. Schön and arranged the official Registration as a non-profit association. The Local Court undertook the Entry on 27.05.2019.

Registry Number:	VR 6601
Registry Court:	Local Court Siegen

After that Janina created the Membership Form and SEPA-Debit Forms. A lot of Members have already filled them out.

Actual Number of Members:	21
- thereof active:	20
- thereof passive:	1
Actual Bank Account Amount:	344,00 EUR



3. (Extended) Board Meeting

Each Department and the Board gave a Report of actual Issues. Furthermore, they unified the tasks of each Department.

<u>Financials &</u> <u>Membership</u> <u>Administration</u>	Accounting, Bank Transactions, Member- ship Fees, Membership Care, Member- ship Certificates, Tax Return
Internal Organization:	General Meeting, Coordination, (Advisory Board Care), Work Meetings, Dropbox/ Law & Order, Updating general Docu- ments, internal Events (Games, etc.)
Data Protection:	Compliance of Data Protection, Procedure Index
Education:	Organization of Education as Consultant (Lectures), of Events and Workshops
Supervisions:	Internal Coaching of Consultants and long-range planning
Public Relations:	Organization of Events for external Par- ties, Advertising, Fundraising, Sponsoring, Information Materials, Flyer, Posters, Facebook, Homepage
<u>Networking</u> :	Networking University of Siegen, Interna- tional Office, Networking Authorities and locals of Siegen, Caritas, Diakonie, Refugee Homes, Foreign Authority, Networking national/international, Exchange with others, Contact Person of other RLC
<u>Lectures</u> :	Impart theoretical knowledge of Asylum Law and Right of Residence
<u>Student Assistants:</u>	Consultation Hours, Post, E-Mails, Client Management, Updating Consultant and Interpreters Lists, Statistics
Independent Tasks:	Law Research (individual), Language Assistants, Work Shadowing

25.04.2019

Workshop "Traumas and handling them"

The topic of the workshop with the certified psychologist Monika Schröder in Cologne was Traumas in general and specifically at refugees. Besides, they had discussed how to explore Traumas in Consulting Situations and how to handle them. Ines was at the workshop and is planning a similar workshop in Siegen in the next winter or summer semester.

Funding Projects

Hannah and Devrim applied for the RLC Siegen at the "Innovative Teaching: Design of the Student Orientation Phase" at the University of Siegen. Our concept "ermöglicht es Studierenden, von Beginn des Studiums an einen Praxisbezug herzustellen, sich gleichzeitig mit sozialen und fachlichen Inhalten zu beschäftigen und unterstützt dabei das Knüpfen von Kontakten, die soziale Integration und die Interdisziplinarität. Durch die Beratung in Zweier-Teams findet neben der fachlichen Vertiefung auch eine Förderung von wichtigen Schlüsselkompetenzen wie Autonomie, Verantwortung und Kooperationsfähigkeit statt. Das erlernte Wissen wird hier problemorientiert angewendet, die Interaktion mit anderen Studierenden und Mandanten fördert die Überwindung von sozialen, kulturellen und sprachlichen Barrieren. Auch die Chance, die Studienwahl durch diesen Praxisbezug zu überprüfen, ist gegeben." This Funding Project is about a promotion of 2000 EUR. The Project Selection has noch been started yet, thereof the response is open.

RLC West Meeting

The RLC West Meeting was in Dortmund. The LC Dortmund was founded almost just from Students of Social Work and not of Law Students. Issues of the Meeting were: Pre-Crime, Deportation, Social Skills at Consulting and the new Law & Orga. Belal and Devrim were there for the RLC Siegen. The Documents int he Dropbox will be transferred into Law & Orga soon.

03.05. – 05.05.2019

02.05.2019

03.05.2019

Theodor Heuss Medal

11.05.2019

14.05.2019

15.05.2019

22.05.2019

The umbrella association Refugee Law Clinics Deutschland gained as representatives of all Refugee Law Clinics the Theodor Heuss Medal. Jan was there and all of us were very excited!



Cooperation Network

This is a Meeting of all "Integration Actors" of Siegen and the region, especially the Diakonie, Caritas, AWO, Integration Point and more. The RLC Siegen was presented due to Belal again.

Meeting with the Foreign Authority

Mr. Stenschke and Mr. Weiskirch are the contact persons. Belal was presenting the RLC Siegen e.V. there.

Meeting with the Head of Subject Area in the field of foreign Issues Mr. Carsten Müller from the Office of Public Order and Safety is our contact person. At the Meeting, Belal presented the RLC Siegen.

22.05.2019 28.05.2019

Workshop "Withdrawal- and Revocation Decisions after completed Asylum Procedures"

The Workshop with Mr. Dr. Constantin Hruschka from Munich was about the development of Migration and Refugee Policy. It is foreseeable that the discussed Issues will take place in Consulting soon.

Diversity Day

The Topic of the Diversity Day was "Anti-Discrimination". Members of the Public Relations Department were collecting Donations against Coffee and Waffles. Finally, 27,00 EUR were donated.



Sunset Tunes

The Members of the RLC Siegen were meeting at the Sunset Tunes with the best weather at the Palace Square. Social Activities are important! 3



05.06.2019



Board of Integration

The Board of Integration is a Committee, which exists of 21 Members. They work on general issues in Siegen. Belal was presenting the RLC Siegen.

1. RLC Siegen Regular's Table

At the first (monthly) Regular's Table of the RLC Siegen, all active and interested members were able to become more familiar with each other. The evening was great with good talks and a nice atmosphere.

4. Board Meeting

Next to the Report of the Executive Board, the plans for the Summer Party have started. This will take place on 07.08.2019 in the Barbeque Hut at the zoological garden in Siegen. Furthermore, new T-Shirts for the RLC Siegen will be provided and Photos for the Homepage will be made soon. The Domain www.rlc-siegen.de was acquired and new E-Mail Addresses (...@rlc-siegen.de) will be arranged for every Department. The Homepage is in construction. Additionally, a Facebook and an Instagram account were created, to make more advertisements for the RLC Siegen. For this, the Team of Public Relations needs more support of new Members.



PS. The View out of our office is wonderful! Ludwig-Wittgenstein-House, Kohlbettstr. 15, 57072 Siegen, US-F 211

Homepage:	http://www.rlc-siegen.de/
Facebook:	https://www.facebook.com/refugeelawclinicsiegen/
Instagram:	https://www.instagram.com/rlc_siegen/
Website:	https://www.wiwi.uni-siegen.de/rechtswissenschaf
	ten/oe-recht/lawclinic/frontpage.html?lang=de

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Workshop "Between Cancellation and Residence Solidifaction – Actual Challenges and legal Innovations in working with Refugees" This Workshop with attorney-at-law Jens Dieckmann from Bonn had deepened the knowledge from Lectures of the RLC Siegen.

Conclusion of Workshops

We can view all workshops in a positive term. All the events were visited very well. Furthermore, we are happy to hear that most of the students found the topics very relevant. This feedback is also from other institutions of Migration and Refugee Consulting and Social Workers as well as Lawyers. The workshops also gave us the opportunity for networking.



Student Assistants

Yannick replaced Ibrahim as Student Assistant. As of July Nathalie and Yannick took over the Consultation Hours and the administrative work of the RLC Siegen.

Funding Projects

The Application for the funding project "Innovative Teaching: Design of the Student Orientation Phase" was adjudged positive. We will receive 2000 EUR for the RLC Siegen.

5. Board Meeting

At the 5. Board Meeting in our office, the Executive Board has met to discuss actual issues. Parts of this were the financials, the number of members, internal organization, Law & Orga, Student Assistants work, public relations and funding projects.

3. Training Cycle – Exam

On this day, the third Training Cycle wrote the exam. 6 Students have passed, from now on they are allowed to be a consultant. We are glad to welcome the new consultants officially.

2. Regular's Table

Afterward, the second Regular's Table was held in Opa Adam with many members.



Office Equipment

Thankfully, we received a donation of a two-seat couch. The Office of the RLC Siegen gets more and more design. More decoration and equipment are in planning.

Municipal Integration Centre

Ines had a meeting with Ms. Wilhelms and Ms. Beinerich from the municipal Integration Centre. They were talking about cooperation.

Summer Party

The first Summer Party of the RLC Siegen was organized by the Department of Internal Organization. Meeting Point was the Barbeque Hut at the Zoological Garden in Siegen. The Team of Internal Organization bought some food and drinks. Furthermore, all members brought diverse food. Unfortunately, Jan Haas (Founder and Coordinator of the RLC Siegen) had to say goodbye because of job-related reasons. We wish him all the best for his future!





Supervision

At the Supervision, Mr. Thomas Molsberger, attorney-at-law, was introducing himself. He will replace the function of Jan Haas. Also, the VAKS was at the meeting. Because of Jans leaving, the responsibilities are now:

Ressortleiter*innen:

Education:	Ines Winkler
Data Protection:	Hannah Poqué
Financials & Membership:	Janina Harms
Internal Organization:	Devrim Koyunbasoglu
Networking:	Belal Habibullah
Public Relations:	Nathalie Vinders
Student Assistants:	Nathalie Vinders, Yannick Koog
Supervisions:	RA Thomas Molsberger
Lectures:	Elke Dausacker

Municipal Integration Centre

The Project CHAMPS is an Integration and Equality Project for Democracy and Human Rights, against extreme Ideologies. The RLC functions as a communication channel in the CHAMPS. Julia and Semih were at the contact person of the KI Christine Wilhelms.

3. Regular's Table

The 3. Regular's Table of the RLC Siegen at Opa Adam was very relaxed and well visited.





28.08.2019



Instagram Presentation #1

At first, we want to introduce Jan: "Jan is one of the Founder of the RLC Siegen and its Supervisor. Also, he always motivated all other members. We are very thankful for your engagement The RLC Siegen wouldn't be what it is today without you! Unfortunately, we have to say goodbye at the same time. Jan is leaving the University of Siegen, to start a job at the Foreign Office in Berlin."



Instagram Presentation #2

Secondly, we introduce our board with its responsibilities: "The first and second Chairwomen of the RLC Siegen are Nathalie Vinders (21) and Devrim Koyunbasoglu (22). Nathalie is Head of the Department of Public Relations and one of our Student Assistants. Devrim is Head of the Department Internal Organization instead. Both are registered in the Bachelor's Studies of German and European Business Law. Our Treasurer is Janina Harms (25), who is studying the Master of German and European Business Law. She is Head of the Department Financials and Membership Administration."





04.09.2019

12.09. – 15.09.2019

Feral Congress of the RLC in Germany

The Federal Congress of the Refugee Law Clinics in Germany was in Weingarten. Almost 50 Participants and therefore representatives from about 20 Refugee Law Clinics came together to share their knowledge and to vote a new board of the umbrella association. The first day was spend with Icebreakers, the presentation of important actors and Law & Orga. Afterward, a "Theodor-Heuss-Party" was organized because of the award the RLC became in 2019. The second day has started with input about Member Motivation and life support of the RLC. In the Afternoon, small group working and networking possibilities were taken place. Ines was there and focussed on the Issues Education and Guarantee of Quality Standards in the Consultancy. On the third day, a general meeting was performed and the new board was voted. On Sunday, a closing presentation on the topic of deportation was happening. Ines was feeling very impressed and thankful to be there.



16.09.2019

Interpreters wanted

The RLC Siegen started a call for Interpreters in the field of Turkish, French, Arabic, Kurdish, Armenian and Aramaic.

These languages are spoken by our clients, therefore, we need voluntary interpreters. Please let us know if you can translate and if you want to help voluntarily.

18.09.2019 18.09.2019

Training "Critic of Racism and protection against Discrimination in the daily work with Refugees"

The training lesson was published to the RLC Siegen during Mr. Böhmer from VAKS. In the advanced training, there was an overview of what racism and discrimination already are, how it may look like and especially in context at work with refugees. On the second training day (01.10.2019) the focus was on the reaction to discrimination. For example, they had an introduction into the AGG (General Equal Treatment Act) and also into designing suitable structures to prevent discrimination and racism.

Instagram Presentation #3

Thirdly, we want to introduce you to the Team of Public Relations: "The Head of Public Relations is Nathalie Vinders (21). Furthermore, the team exists of Signe Kessler (28), Hannah Poqué (26), Balajene Baleswaran (21) and Swantje Liesendahl (22). Public Relations is the Management of public communication. The tasks of the department are to represent the RLC Siegen in the public. Part of this is Social Networking – especially the presentation on Instagram and Facebook – but also the design of posters and flyers for new Workshops and similar issues. Furthermore, we create our new and own homepage, which will be published soon. The area of responsibilities of the Public Relations Team is very diverse, that's why everybody can find his passion! If you are convinced, please let us know and join our team!"





6. (Extended) Board Meeting

Next to talks about actual issues, the extended board spoke about the financials, the number of members, internal organization, Student Assistant tasks, public relations, education, and networks. Also, Janina was introducing the member into the new Allcura Insurance for Consultants, thus all members and their activities are covered.

Legal Clinic Dortmund

The Department of Networking has spoken with the Legal Clinic Dortmund for sharing knowledge in networking and education.

Active Museum South Westphalia

This event was taken place in the context of intercultural days. The beginning was at the active Museum South Westphalia (which was a Synagogue in Siegen earlier) and with an alternative city walk. Besides the Jewish history in the district of Siegen-Wittgenstein, other regional victim groups were shown, which had to suffer under the NS Regime. Julia and Semih were there. The alternative city walk was through places, where stumbling blocks are placed nowadays. The guided tour ran along political monuments and places of memory in the upper city of Siegen. The contact person is Lisa Höfer from the Caritas Siegen (Special Service for Integration and Migration).

Instagram Presentation #4

"Hi, we are the members of the Department of Internal Organization! Ariba (22), Devrim (22), Eylem (23) and Hannah (26) manage everything that has to do with the internal association Organization of the Refugee Law Clinic. Inter alia, we are responsible for Teambuilding and the regular table's, where every month every member and the interested student is welcome to join. Furthermore, we organize common games nights."



Public Relations

New Flyers, Posters and T-Shirts were designed and spread from the Department of Public Relations. Besides, the Homepage is in construction through Hannah Poqué and Nathalie Vinders.



Data Protection

Hannah Poqué is planning a workshop with the topic of Data Protection. The procedure index will be updated regularly.



Internal Organization

The Team of Internal Organization is anxious to organize further games nights, excursions, etc.

July – September

July –

September

July – September

Financials and Number of Members

Actual Number of Members:	26
- thereof active:	24
- thereof passive:	2
Actual Bank Account Amount:	378,25 EUR

Clients and Consultants Overview

Actual Number of Clients:	34
Consultants:	26
- thereof active:	20
- thereof not active anymore:	6

Instagram Presentation #5

"In the Department Networking are the following members: Belal (21), Semih(22) and Julia (23). Both, Belal and Semih are studying the Bachelor German and European Business Law and Julia is registered in the Master's Studies Education and Social Work. Their tasks are to establish contacts and to care for them. Especially authorities and different Integration Actors as well as other RLC are included. As an active member of the Networking Department, you will travel a lot and become more familiar with many people. For example, they were at the Federal Networking Meeting in Berlin and Dortmund. If you are interested to improve your Soft Skills, to get to know new people and to do community engagement, please send us an E-Mail."





30.09.2019

"Cheese" for the group photo

Finally, we made it – (almost) all Members of the RLC Siegen are together in a picture with our new association T-Shirts. Janina Harms and Hannah Poqué made and edited the photos. ☺



Information Event WS 2019/20

On 16.10. an open information event took place. Many students were there and we got some interested students as new members. For more acquisitions, our RLC Members went into different workgroups and lectures to present the RLC.



16.10.2019

15.10.2019

16.10.2019 21.10.2019

4. Regular's Table

After the information event, the monthly regular's table took place with about 15 participants and nice talks.

Instagram Presentation #6

"Hello, my name is Ines Winkler, I am Student in Social Work and the Head of the Department Education. Note: The main tasks of the Department of Education is the knowledge preparation and the support of new consultants. Parts of this are the organization of basic lectures as well as trainings for continuity and refreshing of legal knowledge. Furthermore, Ines was exchanging experiences about educational concepts on the annual Federal Networking Meeting of all RLC.

Because she is managing the department by herself at the moment, she would be delighted to get further support from new members. \mathfrak{M} She is also always thankful for new ideas and wishes in the context of new training.

Unfortunately, Ines Winkler had to give up the management of the Department of Education during the quarter. Nowadays, Lisa Weise, Janet San, and Patrick Weidenhaupt are new members of this department, who get support from our Student Assistants Nathalie Vinders and Yannick Koog.



4. Training Cycle – Start of the Lectures

On 23. October the fourth Training Cycle had started with the weekly lecture: Introduction into Asylum and Residence Law in room US-F 308. Elke Dausacker is our lecturer again. ⁽²⁾

23.10.2019

Overall Carrier Integration Conference 2019

Julia and Semih were together at the Networking Conference "Life in Diversity in Siegen" from different actors of integration in the district Siegen-Wittgenstein. This event was very interesting, well visited and they've had a nice buffet. The RLC Siegen is more famous through Julia and Semih now, and they also established contacts. Besides, working groups were built and discussions about different issues were taken place. Because of this, the event was very dynamic and interactive.

5. Regular's Table

The fifth Regular's Table in November was more active than before: We organized a Lasertag Game and had a lot of fun! Our Regular Table is every month at different locations. Join our Regular Table and come with us!



Cooperation Working Group of Flight and Migration

Julia, Patrick, Nathalie, and Janina were today in a meeting with Mr. Andreas Kewes, to talk about cooperation with the working group of Flight and Migration at the University of Siegen.

7. Board Meeting/1. Work Meeting

At the 7. Board Meeting next to our Office in the Meeting Room, the board, head of departments and other members have met to discuss actual topics. Parts of this were the financials, the number of members, internal organization and Law & Orga, Student Assistants Work, public relations and funding projects.

Furthermore, pending tasks were addressed and interested students were informed. A meeting like this shall take place monthly and afterward, a regular's Table shall occur.

27.11.2019

09.11.2019

Christmas Gala

On 9. December we had our RLC Siegen Christmas Gala. With Christmas decorations, tasty food, and diverse drinks as well as nice music, wem ade party through the night. The Christmas Gala was successful!



Funding Projects/Student Assistants Work Extension

The Application of the funding project "Innovative Training: Design of the Student Orientation Phase " was accepted. It is about the support of 2000 EUR. With this support, Nathalie applied for two new Student Assistant jobs for the year from April 2020 – März 2021.

Publishing the RLC Siegen e.V. Homepage (German)

On 16.12.2019 the first version of our homepage has been published in the German language.

An intranet for photos and links are planned as well as a revision of the responsive design. Also, the category of the departments will be filled in with further information. Other suggestions for improvement are welcome!



09.12.2019

28.12.2019

Publishing the RLC Siegen e.V. Homepage (English and Arabic) On 28.12.2019 the Homepage of the RLC Siegen e.V. with translations into English and Arabic is online. The translation into French follows next year. You can visit our Homepage under <u>www.rlc-siegen.de</u>.



Refugee Law Clinic Siegen e.V.

Studentische Rechtsberatung für Geflüchtete

العربية DEUTSCH

Welcome!

We are the Refugee Law Clinic Siegen e.V., a student association at the University of Siegen.

We offer free legal advices all around the migration law. In this way, we can provide an access to justice and law for everybody.

In most of the cases, we take over the consultation after people present their concerns in our weekly consultation hour. Afterwards, we support our clients in cooperation with lawyers and charitable organizations in legal question as well as in everyday matters. We are members at the umbrella association of the <u>Refugee Law Clinics Germany</u>.



Do you want to join us?

Donation

Welcome! About us



🖸 f

Data Protection

A workshop about the topic of Data Protection is in planning by Hannah Poqué.

Internal Organization

The team of the department of internal organization is organizing more games nights and excursions. All client documents were transferred into Law & Orga instead of the Dropbox.

Education

A new workshop about the topic of modernization of the asylum law is planned for the 28.01.2020 from 16:00 to 20:00.

October – December

Networking

October – December New contacts were established to the network against Discrimination and the women's shelter in Siegen. A meeting is planned for 2020.

Public Relations

Next to the things mentions above, different articles were published in social media. On the one side, we published articles about our new association T-Shirts and on the other side, we started a call for new members in the department of education – both were successful. Furthermore, regular stories were posted on Facebook and Instagram to increase the name of recognition. On Facebook, we have 164 subscribers now and on Instagram 118 subscribers. To do more advertisement for our consultancy, we design new flyers at the moment.

Actual Head of Departments:

Education:
Data Protection:
Financials:
Internal Organization:
Networking:
Public Relations:
Student Assistants:
Supervisions:
Lectures:

Nathalie Vinders Hannah Poqué Janina Harms Devrim Koyunbasoglu Belal Habibullah Nathalie Vinders Nathalie Vinders, Yannick Koog RA Thomas Molsberger Elke Dausacker

Financials and Number of Members

Actual Number of Members:	40
- thereof active:	38
- thereof passive:	2
Actual Bank Account Amount:	570,25 EUR

Number of Clients and Consultants

Actual Number of Clients:	38
Consultants:	26
- thereof active:	20
- thereof not active anymore:	6

Your Executive Board of RLC Siegen *Mathalie, Devrim, Janina*

and your Head of Departments *Hannah, Belal, Ines*