

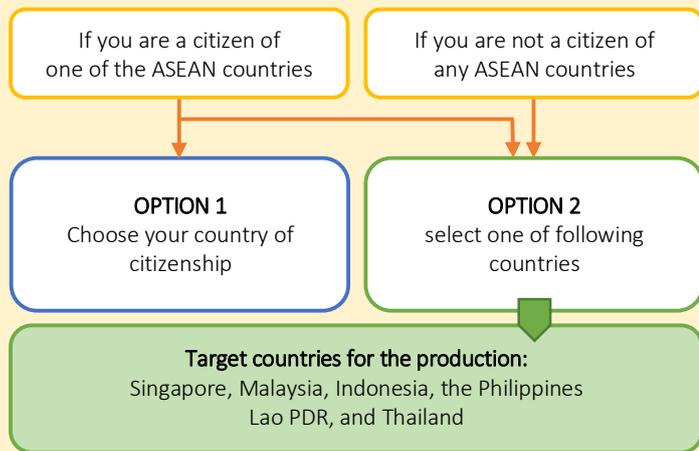
1 Select a country

1.1 The list of target countries

At the first stage, a TIJ-ThaiPBS working group will focus on ASEAN countries which are well-known for having unique criminal justice systems and/or some remarkable mechanisms, for example, Lao PDR and its community justice and restorative justice, Singapore and its judicial transparency and legal education. Therefore 6 countries are selected for the production as presented in the green box below. Candidates are required to select only one country and complete a country-based worksheet.

1.2 Matching your expertise

As you may be more familiar with or have more knowledge about the country of your citizenship, please show us your expertise. If you are a citizen of one of the ASEAN countries that is NOT mentioned in the green box and you wish to work on information about your country, you are also welcome to do so. Thereby, candidates holding citizenship of any ASEAN country have 2 options; (1) choose your country of citizenship or (2) select one of the countries listed in the green box. Conversely, if you are not a citizen of any ASEAN countries, you have only one option—to pick a country from the green box to work on.

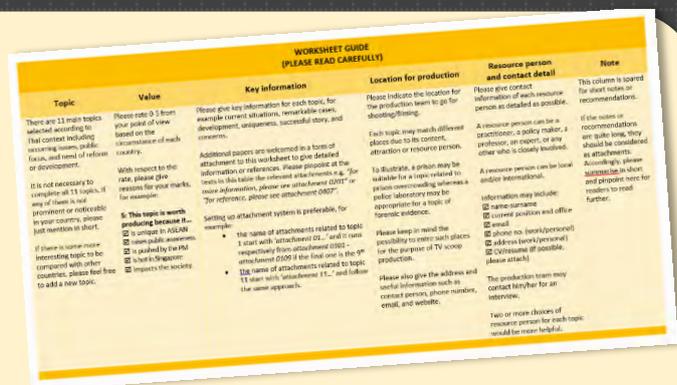


① Tip: Try to select the country that most matches your expertise.

2 Study a worksheet

The structure of a worksheet

There are 3 sections: (1) a worksheet guide (2) a sample of filled table and (3) a worksheet. The worksheet guide gives vital information for candidates to complete the worksheet table correctly. You are urged to carefully read it and follow what indicated in the guide. According to the worksheet guide, the next page demonstrates an example of table filling for the first topic. The worksheet itself is the table of 11 different topics combined with the other 5 columns: Value, Key Information, Location for production, Resource person, and Note.



3

Work on your research

3.1 Focused Topics

The provided 11 topics are the focal areas of criminal justice which are gathered by the working group. It is *not necessary* to complete all the 11 topics. In consideration of your country context, additional topics can also be added.

① Tip: The more you can deliberately identify the uniqueness of the selected country you work on, the more competitive advantage you are.



- 11 given topics
- Anything else?

3.2 Locations for production



Thinking about when the production team approaches your country, possible venues related to each topic should be exactly indicated. The team needs this information for a preparation of a trip plan. To illustrate, within 5 workdays in your country, there may be up to 8-10 places to go—morning period and afternoon period daily. However, it might be too inflexible as a result of distance between places and traffic concerns in some countries/cities. In relation with the information you provide, the team will select the places for production and will plan for the whole trip. Giving any precaution about each location such as sensitive issues, traffic information, opening hours, and the process of documents on asking for official visit would be appreciated.

① Note: Please also take into account the direction in the worksheet guide

3.3 Resource people and contact details

Resource people are as important as the location mentioned in 3.4 and they may link together. The production team needs choices of resource people who are skillful and renowned in such topics listed in the worksheet and additional topics (if you have). Resource people can be, for example, Attorney General, the President of Judiciary, Directors of some government agencies in the criminal justice procedure, university professors, and so forth.

Their contact details are necessary for the team to contact them and arrange the trip schedule prior to the travelling dates. The list of needed details is shown in the worksheet guide. However, more useful information aside from the list is also desirable. To exemplify, if you have closely relationships with some experts as they are your teaching professors or traineeship supervisors at work, you may contact them personally and you are welcome to be our coordinator in the project as well.

① Note: Please also take into account the direction in the worksheet guide



3.4 Value of each topic

Given topics may be different in terms of value. Some topics may be worth producing a TV scoop while some are not. You are asked to evaluate each topic on your own opinion. Reasons why you rate individual topics must be signified (0 for a non-important topic and 5 for the most valuable topic for production). The worksheet guide will give you an example for topic rating.



① **Note:** Please also take into account the direction in the worksheet guide

4

Finish your assignment

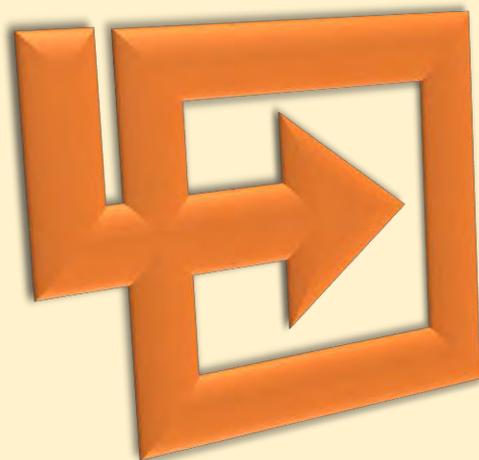
4.1 Pre-submission

Please save your worksheet and all attachments as a merged pdf file (all in one pdf file). Kindly give the title of your pdf file like this: **country_yourname_yoursurname.pdf** (for example, Singapore_Adam_Smith.pdf). If you have middle name(s), just give only your name and surname. Here comes the checklist of the things you need to finish before you submit your worksheet.

- | | |
|---|---|
| <input type="checkbox"/> Have you selected only 1 country? | <input type="checkbox"/> Have you checked all info is correct? |
| <input type="checkbox"/> Have you cited sources of your info? | <input type="checkbox"/> Have you checked your spelling? |
| <input type="checkbox"/> Have you followed Instruction 3.1-3.4? | <input type="checkbox"/> Have you put everything into 1 pdf file? |
| <input type="checkbox"/> Have you followed the Worksheet Guide? | <input type="checkbox"/> Have you named your file correctly? |

4.2 Submission

- According to instruction 4.1, your assignment **MUST** be in one pdf file.
- Please attach your finished pdf file in an email, then introduce yourself as well as your work a little bit, and send it to aseancj.tij@gmail.com
- Give the email subject: **ASEAN CJ Worksheet**
- If the merged file size is too large to be sent via email according to the email service allowance, please upload the file onto any online storage such as Google Drive and send us the sharing link instead.
- The deadline of the submission is at **11.59 PM** of **18/12/2015** (Thailand time zone UTC+07.00).



5

Wait for a result

5.1 Successful candidates

A candidate who provides the most useful and complete information for each country will be announced as a successful candidate. For instance, if there are 12 candidates working on information about Singapore, 15 candidates working on information about Indonesia, and 7 candidates working on information about Malaysia, there will be 3 successful candidates accordingly—one from the 12 Singapore worksheets, one from the 15 Indonesia worksheets, and one from the 7 Malaysia worksheets.

All worksheets will be anonymously considered by the selection committee. Your names will be replaced by codes.

5.2 Announcement

- Date: **09/01/2016**
- Channel: <http://www.tijthailand.org> and email confirmation to successful candidates



5.3 Rewards

- Opportunity to present your work in Thailand (The date of the conference will be confirmed later and the TIJ will cover all transportation and accommodation costs for the invited people.)
- Opportunity to join the production team when the team is working in your country
- Certificate of Participation or Certificate of Achievement