

Protocol-LEGAL AFFAIRS	
Quality area	Legal affair
Contributes to the realization of the ENQA requirements and review of the ANQA processes and procedures	ESG standards: 3.2, 3.3, 3.6,
Approved on	01.03.2016
Valid until	30.12.2020
Approved by	ANQA management
Version	03
Responsible for this area	Ofelya Petrosyan
Strategic goals	
To ensure the conformity of ANQA activities according to the legislation of RA and assist to the improvement of the legal field of quality assurance.	
Targets	
<ol style="list-style-type: none"> 1. To presents suggestions to make amendments and additions in the legislation regarding RA education quality assurance. 2. To ensure the conformity all legal documents of ANQA regarding to amendments of the legislation of RA 3. To provide legal consultancy on education quality assurance to educational institutions, ANQA bodies and staff, as well as legal consultancy to ANQA stuff of all legal matters. 	
Indicators for evaluating targets	
<ol style="list-style-type: none"> 1. Conformity to legislation of RA making drafts on amendments and additions to the legal acts regulating educational area (quality assurance field) (target 1). 2. Drafts on amendments and additions of legal documents of ANQA and all reviewed documents (target 2). 3. Reports on consultancies (target 3). 	
Description of activities	
<ol style="list-style-type: none"> 1. Prepare package of proposals for making amendments and additions on educational legislation (including laws (laws on Education, on Higher & post graduate tertiary education, on vocational education) and decrees: on statute on state accreditation of tertiary level institutions & academic programmes) 2. Making drafts of amendments & additions on ANQA charter 3. Prepare internal documents: Rule of Board of trustee 4. Redevelop the Internal disciplinary rules of ANQA 5. Present ANQA in relationships with third parties; conclude different contracts to ensure ANQA's activity. 	
Evaluation	
<ol style="list-style-type: none"> 1. Protocols of meetings with stakeholders & staff 2. Results of surveys on legal consultancies 	
Accountability/ Responsibility	
<ol style="list-style-type: none"> 1. Director (Ruben Topchyan) 2. Lawyer (Ofelya Petrosyan) 	
Reporting	
<ol style="list-style-type: none"> 1. Bi-Annual report 	
Improvement	
Based on the results of internal and external evaluation and stakeholders' feedback the improvement actions will be proposed.	
Documents	
<ol style="list-style-type: none"> 1. ANQA charter 2. Rule of Board of trustee 3. Internal disciplinary rules 	

- 4. Drafts on amendments and additions in laws on Education, on Higher & post graduate tertiary education, on vocational education) and decree on statute on state accreditation of tertiary level institutions & academic programmes**

Approved by ANQA director

Ruben Topchyan