

	Republic of Turkey Konya Technical University Legal Advisory Office Workflow Process Form	Document No	HUK-İA-1.35.004
		Date of First Issue	18.05.2022
		Revision No	00
		Revision Date	00.00.0000
		Sayfa 1 / 3	

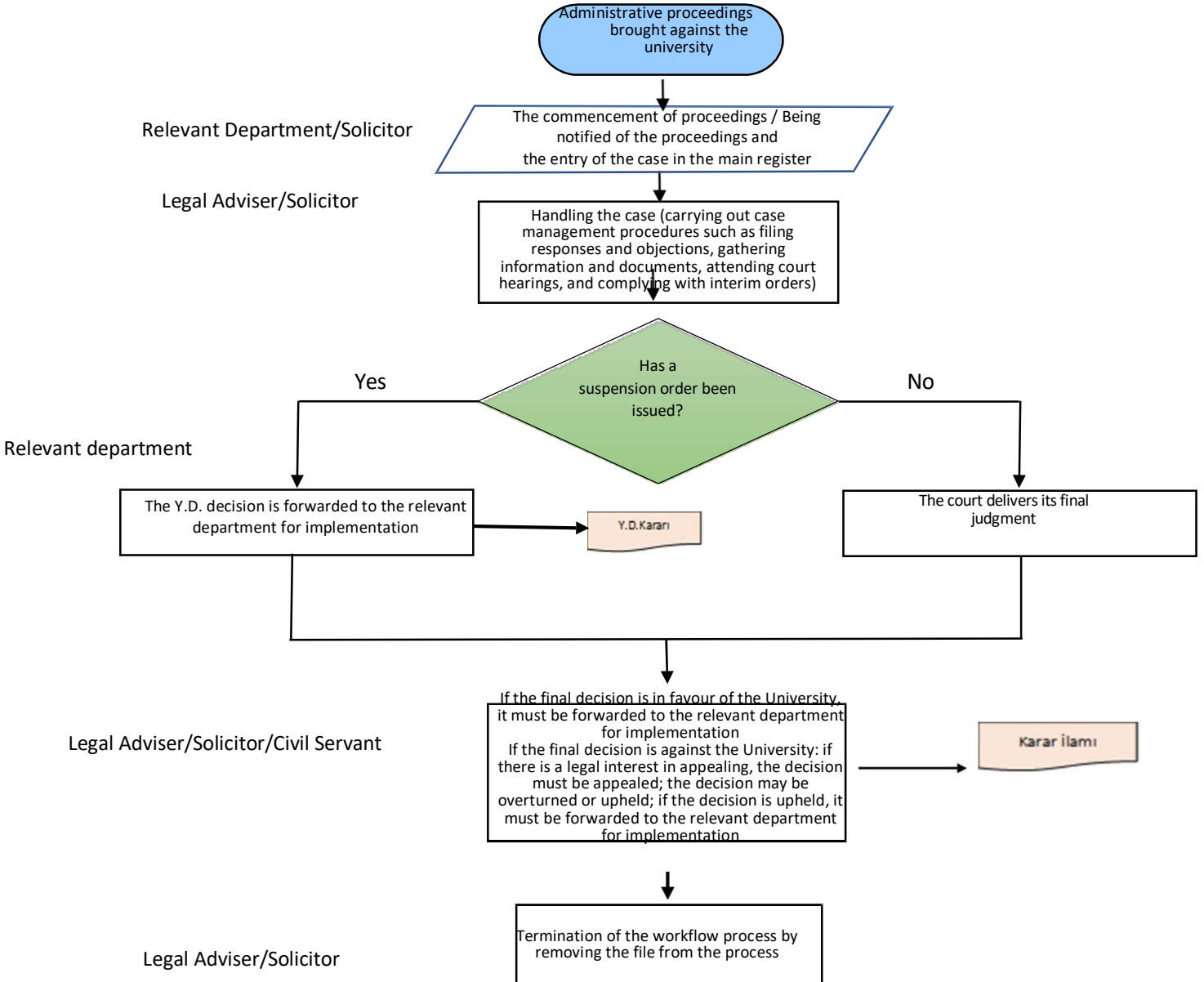
1- Process Description	The process of administrative proceedings brought against the university
2- Process Owner	Legal adviser
3- Process Objective	The aim is to establish a standard procedure for the activities carried out as part of the management of administrative proceedings brought against the university.
4- Relevant Legal Provisions	The Constitution, the Administrative Procedure Law, the Code of Civil Procedure
5- Risks/Opportunities	Losing the case / winning the case
6- Process Inputs (Documents)	1- Documents relating to the proceedings carried out by the relevant department 2- Power of attorney 3- Receipt 4- Letter of formal notice 5- List of witnesses



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7- Process Manager	8- Workflow Diagram	9- Process Outputs
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10- PROCESS ASSESSMENT CRITERIA	Losing the case / winning the case	
11- PROCESS PERIOD	As lawsuits are filed against the university	
Prepared by		Manager of the Department Approving the Document