



## DEPARTMENTAL FUNCTIONS OF THE HUMAN RIGHTS COMMISSION OF THE MALDIVES

### HUMAN RIGHTS COMMISSION OF THE MALDIVES

#### COMPLAINTS DEPARTMENT

- Complaints handling.
- Inquiries and Investigations.
- Field visits, inspection and observation of places of detention and make necessary recommendations.
- Prepare reports and press release on its findings or investigations.
- Oversee the implementation and operations of the National Preventive Mechanism.

#### LEGAL DEPARTMENT

- Investigate and review regulations and administrative orders that are reported to be in contravention to human rights provisions
- Work to instill a culture of human rights, and advocate for the protection and promotion of human rights in advising the Government on the adoption of rules, regulations and administrative orders
- Review existing rules, regulations and administrative orders for inconsistencies with human rights provisions
- Advise the Government on the adoption of global and regional human rights instruments, and make proposals in this regard to the Government
- Advocacy on behalf of the Commission, and legal representation of the Commission as and when needed
- Study the possibility of and opportunities for the provision of legal aid
- Actively participate in the drafting of new legislation on human rights.

#### EDUCATION & MEDIA DEPARTMENT

- Disseminate information on human rights to the general public and selected target groups through education and training including seminars, workshops, conferences, presentations, brochures, booklets, media, etc.
- Provide assistance in incorporating human rights values and concepts in the National Curriculum.
- Produce material that would create awareness on human rights and the Human Rights Commission among the general public and selected target groups.
- Produce media spots, songs, dramas, documentary films, interviews, talk shows, etc to create awareness on human rights and the Human Rights Commission among the general public and selected target groups.
- Conduct research to promote human rights.
- Work in collaboration with non-governmental, governmental and other institutions for human rights education and promotional activities
- Maintain and update the official website of the Commission.

#### POLICY, PLANNING & MONITORING DEPARTMENT

- Oversee the various projects associated with the Commission at any one time
- Periodically review the strategic plan of the Commission
- Prepare long-term and annual work-plans for the Commission
- Establish and run a Standardized Organizational Monitoring & Evaluation (ME) system
- Make recommendations to the Government regarding reporting obligations on the Maldives by reason of its membership of various international human rights instruments
- Follow-up on the recommendations made by the Commission to the Government and private parties, including the undertaking of field visits for monitoring and evaluation purposes, in addition to improving the quality and efficiency of the activities of Government departments and private organizations
- Compile and analyse reports received from the different sectors
- Maintain and follow-up on the records regarding Membership obtained by regional and international organizations and any other membership.

#### MANAGEMENT & FINANCE DEPARTMENT

- General Administration
- Personnel Management and Administration
- Financial Management
- Procurement
- Produce Annual Report of the HRCM in collaboration with other Departments.
- Arrange logistical support for official travels, trainings and meetings

