

EUROPEAN **YOUTH** PARLIAMENT  
**TÜRKİYE**

# ANNUAL CONCEPT MANIFESTO

*By the Head Organisers &  
The Sessions & Events Department of the 2026 Term*

**Published in February 2026 by European Youth Parliament Türkiye**  
**© Avrupa Gençlik Parlamentosu Derneđi**

Tomtom Mahallesi, İstiklal Caddesi, Beyođlu İş Merkezi  
No:187, Kat:2, D:145, 34433  
Beyođlu, İstanbul  
Türkiye

Email: [info@eyp.org.tr](mailto:info@eyp.org.tr)

Web: [www.eyp.org.tr](http://www.eyp.org.tr)

Instagram: @eypturkiye

LinkedIn: European Youth Parliament Türkiye

## The Annual Concept Manifesto of EYP Türkiye

*The Annual Concept Manifesto have compiled at the end of the Summit by merging the outputs of all four pillars—Transition, General Structure, Training, and Conceptualising—into one unified document to invest our power into a purpose that inspires us.*

The Annual Concept Manifesto is the flagship outcome of the Summit, a guiding document that captures the shared vision for every EYP Türkiye conference and project throughout the upcoming term. Rather than being a simple list of themes, **it serves as a north star**, aligning Head Organisers, the National Committee, and all organising teams around common priorities and values. By collecting the insights, debates, and creative ideas generated during the Conceptualising pillar, the Manifesto ensures that each session contributes to a **coherent national narrative**.

At its core, the Manifesto defines key thematic directions for the year ahead. These can include pressing European or national issues to be highlighted in debates, cross-cutting values such as sustainability or inclusion, and stylistic elements like tone of communication or visual identity. It acts as a reference point for future Head Organisers when **planning partnerships accordingly to their themes**, or designing outreach activities, **guaranteeing that every event resonates with the same overarching message**.

The process of drafting the Manifesto is intentionally collaborative. During the **second day of the Summit**, participants engage in **structured brainstorming, scenario mapping**, and **partner analysis** to surface innovative concepts and test their relevance. **The resulting text** is refined **collectively** and endorsed by both the Summit participants and the National Committee, giving it legitimacy and a sense of ownership across the network.

Finally, the Manifesto is meant to be **practical** as well as **aspirational**. It outlines concrete recommendations, such as suggested visual guidelines, stakeholder engagement strategies, and potential institutional partners that **organising teams can directly apply**. In this way, the Annual Concept Manifesto becomes more than a vision statement: **it is a living framework that shapes the identity, structure of teams, outreach, and impact of EYP Türkiye for the entire term**.

## Table of Contents

1. **Introduction**
2. **Table of Contents**
3. **Faena 2026 - Final Outcome**
  - a. **Observations**
    - i. **Structure of Organising Teams**
    - ii. **Budget & Fundraising**
    - iii. **Masterplan & Scheduling**
    - iv. **Workspaces**
    - v. **External Communication**
    - vi. **Outreach**
  - b. **Vision**
4. **Conclusion**

## FAENA 2026 - FINAL OUTCOME

**Presented  
by:**

- **RSC Amasya** — Yağız Aydoğan (TR)
- **RSC Eskişehir** — Aydın Altar Güvenoğlu (TR) & Kerem Ekinci (TR)
- **RSC Alanya** — Eylül Kılınç (TR) & Öykü Demirbaş (TR)
- **RSC Adana** — Ali Sinan Yel (TR) & Arda Büyükleblebici (TR)

- 
- **Sessions & Events Department** — Nehir Kök (TR), Evrim Yankı Örnek (TR) & Beyza Şenol (TR)
  - **Board of EYP Türkiye** — Ada Gezik (TR) & Fırat Tanrıverdi (TR)
  - **FAENA Leadership Team** — Hasan Özalp (TR) & Talha Tekin (TR)

### Mission

*The goals of the FAENA team for the year 2026, in line with the 1st Head Organisers Summit, are as follows:*

- **Global Citizenship Awareness:** Positioning conferences not only as academic events but as educational platforms that cultivate participants as "global citizens" sensitive to European and world issues.
- **Accessible Role Models:** Reinterpreting the hierarchical structure within the organisational chart with an "accessible, guiding, and motivating" leadership approach rather than rigid bureaucracy.
- **Local Integration:** Relating conference themes to the local problems and needs of the region where the event takes place, going beyond theoretical debates to create lasting awareness about the region among delegates.
- **Concrete Outputs:** Each conference is shaped around a specific theme, and a primary goal is to emphasise this theme strongly to inform delegates. The aim is for delegates not just to recognise the theme, but to develop a deep understanding of it.
- **Standardisation and Training:** Subjecting all organisers (Organising Team) to a common training program (digital/physical) to equalise competency levels and minimize quality disparities between events.
- **Academic Integration:** Aiming to reflect the academic content of the conference more effectively in the organisational process through collaboration between Team Leaders and Head Organisers.
- **Institutional Memory and Sustainability:** Establishing an active information-sharing network among Head Organisers to transfer sponsorship relations and operational experiences to subsequent conferences as a "corporate legacy."

## Observations

The FAENA team's observations regarding EYP Türkiye conferences in 2025 and prior are as follows:

### A. Structure of Organising Teams

- a. Communication weaknesses and information asymmetry emerging between departments within the organisational structure weaken the integrity of operational processes, leading to a loss of synchronisation between units. This situation disrupts decision-making mechanisms; ultimately jeopardising the general efficiency of the session and corporate professionalism standards,
  - i. Ineffective use of internal communication channels and feedback mechanisms.
  - ii. Lack of institutional awareness regarding departments' job descriptions, authority limits, and operational functioning.
- b. It has been identified that a centralised and multi-layered fundraising structure for events on the scale of Regional Selection Conferences (RSCs) does not always align with the scope and dynamic requirements of local events. This mismatch leads to the inefficient management of financial resources, while also creating a dysfunctional operational burden on the organising teams,
- c. In a portion of the organising teams, it has been observed that despite established job descriptions, process tracking and systematic feedback (follow-up) mechanisms are not being effectively executed. This operational weakness leads to disruptions in task scheduling, blurring of responsibility areas, and disconnects in internal communication.
- d. In accordance with corporate standards, the job descriptions and authority limits of organisers must be transparently defined during the preparation process of a conference. In practice, however, a lack of transparency regarding the exercise of initiative leads to operational imbalances, such as the avoidance of taking responsibility when necessary or the exceeding of authority limits. This situation constitutes an inconsistency in decision-making mechanisms and poses a risk of undermining the environment of trust within the team.
- e. Intra-departmental Communication Channels and Coordination Processes:
  - i. Failure to periodically confirm the availability of organisers,
  - ii. In certain cases, technical knowledge gaps resulting from constraints in organisers' areas of competence cause disruptions in departmental operations.

- f. It has been observed that certain organisers are unable to execute the processes within their areas of responsibility in accordance with operational efficiency standards and fail to report existing disruptions transparently and in a timely manner. This communication weakness prevents issues from being resolved during the early diagnosis and intervention stages, causing operational bottlenecks to accumulate at the last minute and negatively impacting the overall organisational performance.

## **B. Budget & Fundraising**

- a. Regarding the existing potential sponsor pool:
  - i. The contact information of the institutions in the sponsor database is outdated or contains erroneous data.
  - ii. The persistent efforts directed at institutions with low sponsorship potential or those that have not provided positive feedback despite long-term initiatives are causing a significant loss of time and resources in operational processes.
  - iii. The absence of a systematic structure in the current sponsor database results in the dispatch of irregular and unplanned communications (emails, etc.) without a corporate tracking mechanism for candidate institutions.
- b. The contents of the emails sent to potential sponsors are insufficient, superficial, and lacking corporate depth, resulting in the failure to receive timely feedback from candidate institutions or applications remaining unanswered.
- c. The failure to manage cash sponsorships obtained within the scope of the event under a comprehensive budget discipline, or tracking them through poorly structured budget files, leads to the unsupervised use of financial resources without strategic planning.
- d. The limitation of sponsorships provided within the scope of conferences to short-term and one-off collaborations; due to the lack of information regarding future projects, the established partnerships remain exclusive to a single event and cannot be transformed into a continuous corporate legacy.
- e. The fact that the expenditure tables included in the documents presented or information shared during sponsorship negotiations (across all communication processes via email, telephone, or face-to-face) lack sufficient explanations and concrete examples leads to a deficiency in corporate transparency and trust in the minds of potential sponsor candidates.
- f. The structural complexity and low level of intelligibility of the budget drafts in the proposal files submitted to the Sessions and Events Department during the session

planning stage lead to erroneous or incomplete budgeting processes, making it difficult to use these drafts as a sustainable resource in the future.

- g. The fact that the sponsorship proposal documents sent to potential sponsors are insufficient in terms of content and outdated negatively affects the decision-making processes of candidate institutions, thereby reducing the likelihood of collaboration
  - i. The fact that the distributed promotional booklets do not contain up-to-date conference information or revised mission and vision strategies, and that the documents are visually and contextually outdated,
  - ii. The fact that the contract and petition templates used in corporate processes are outdated and remain insufficient in meeting current operational requirements.

### C. Masterplan ve Scheduling

- a. The structural complexity and low level of intelligibility of the timeline prepared prior to the conference prevent the effective execution of operational processes.
- b. The failure of Head Organisers to periodically monitor updates and critical stages on the timeline leads to disruptions in planned activities and prevents the achievement of targeted outputs.
- c. The failure to reconfirm time-sensitive elements, such as the shipment of sponsorship products and transportation coordination, after the planning phase leads to coordination errors during the implementation stage.
- d. The interference of organisers in tasks outside their own areas of responsibility leads to a confusion of authority, lack of clarity, and the disruption of the general workflow within operational processes.
- e. The failure of the timeframes established during the planning phase to align with operational realities and their incorrect integration lead to a loss of efficiency in time management
- f. The insufficiency of the buffer times allocated for the preparation and implementation processes prevents the provision of the necessary flexibility against potential disruptions that may occur in the plan.
- g. The failure to take into account the calendars and availability of different teams (Academic Team, Media Team) while creating timelines creates a lack of coordination that adversely affects the flow of the conference

## D. Workspaces

### a. Venues

- i. The absence of clearly defined evaluation criteria in the venue selection process results in the choice of locations that fail to meet operational requirements. Due to the attitudes of the institutions managing these venues, this creates risks related to efficiency losses and potential event cancellations.
- ii. The absence of clearly defined evaluation criteria in the venue selection process results in the choice of locations that fail to meet operational requirements. Due to the attitudes of the institutions managing these venues, this creates risks related to efficiency losses and potential event cancellations.
- iii. The preferred event venues being structurally similar, monotonous, and lacking aesthetic depth, as well as their inability to reflect the host city's cultural, historical, or social character, limit the participant experience.
- iv. The supplementary services and facilities provided by conference venues, including technical infrastructure and social spaces, are not fully integrated into the operational process. Cost-oriented planning approaches further restrict the scope of planning and limit both the event's potential impact and the participant experience.

### b. Google Drive

- i. The failure to structure Google Drive in a standardised filing system accessible to all teams for operational process documentation complicates information access, weakens the protection of institutional memory, and prevents the establishment of a coherent and reliable archiving system.
- ii. Documents produced during conference processes, including strategic planning and operational outputs, are not systematically transferred to Google Drive through regular archiving practices. This leads to critical information loss, duplication of work, and weakened inter-team coordination, ultimately reducing institutional efficiency.
- iii. Within the folder hierarchy used to manage operational processes, documents are uploaded into incorrect folders instead of clearly defined directories. The inclusion of files unrelated to the event within active folders causes data disorganisation and negatively affects accessibility standards and file security.

## E. External Communication

- a. Due to the lack of a sustainability-oriented approach in sponsorship relations, post-event communication with existing supporters is discontinued. This prevents sponsors from being channelled into future projects and causes partnerships to remain limited to one-off transactions rather than evolving into long-term strategic cooperation.
- b. The email templates and institutional documents used in external communication processes have lost their relevance and are outdated. Their insufficient content quality and lack of visual and strategic appeal weaken the establishment of institutional ties with stakeholders beyond the European Youth Parliament and hinder the creation of an effective communication framework.
- c. In face-to-face meetings or digital correspondence, the institutional identity, mission, and organisational structure of the European Youth Parliament are not conveyed in a formal, comprehensive, and protocol-compliant manner. This complicates the establishment of a coherent institutional image and prevents the formation of a professional reputation in the eyes of stakeholders.
- d. Excessively emotional attitudes, uncontrolled reactions, and overly long speeches during conference ceremonies undermine the organisation's professional image among external participants and stakeholders. This results in a public perception that is incompatible with the organisation's institutional seriousness,
- e. The social media channels of the European Youth Parliament Türkiye remain weak in terms of content strategy and focus primarily on specific events in a superficial manner. This limits the organisation's capacity to effectively present its purpose, scope, and institutional vision to potential sponsors and partners, leading to misinterpretation or insufficient understanding of its core mission.

## F. Outreach

- a. The continued dominance of certain schools and regions in delegate selection processes creates a concentration within the delegate pool. This limits outreach to new applicants seeking to enter the process and undermines the organisation's objective of broad and inclusive engagement.
- b. The failure to complete various orientation documents prepared by the Organising Team within the required timeframe leads to delays in the Human Resources department's communication of delegate acceptance emails. This weakens timely outreach to accepted participants and causes disruptions in their operational preparation processes,
- c. The absence of a binding refund policy and a clearly stated final application deadline in delegate registration forms allows approved delegates to withdraw from the process while requesting fee refunds. This weakens commitment among reached participants and results in deviations from the projected budget, as well as disruptions across the organisational workflow, ranging from committee allocations to logistical planning.
- d. Opening delegate calls too close to the conference dates limits the effectiveness of outreach efforts and leads to superficial application evaluation processes. Furthermore, when application numbers remain below the targeted level, the restricted timeframe prevents the implementation of necessary outreach adjustments and corrective measures.
- e. High participation fees, combined with additional costs such as transportation, accommodation, and other expenses, create a high overall cost that constitutes a financial barrier for potential delegates. This significantly reduces the effectiveness of outreach efforts and contributes to lower application rates and final participation numbers.
- f. The insufficiency of structured outreach strategies targeting the organisation's youth audience, together with the lack of accessible and transparent information, limits sustained engagement with the target community and prevents the establishment of a healthy and effective communication channel.

## General Remarks of Observations

An examination of EYP Türkiye's past operational processes and strategic outputs indicates a clear need for structural transformation in the areas of **sustainability, institutional memory, and standardisation.**

Within the organisation's current functioning, the reliance of processes on individuals and the management of operational data, including budgets, contracts, and communication records, through ad hoc solutions rather than systematic archiving weaken the transfer of institutional knowledge to future generations. Establishing clearer standards for financial management, budget discipline, and refund policies would not only improve resource efficiency but also remove barriers to participant diversity, enabling the organisation to evolve into a more inclusive structure.

In operational planning, stronger integration between strategic design in the form of a Masterplan and on-the-ground implementation is required. The clarification of role definitions, the optimisation of time management based on realistic data, and strict adherence to predefined quality standards in venue selection are key factors that directly affect the efficiency of events.

Furthermore, the renewal of external communication strategies is essential to strengthen institutional representation. Modernising the materials used in stakeholder engagement and ensuring that the organisation's professional image is consistently and seriously reflected across all platforms, including social media and ceremonial management, are fundamental steps to reinforcing institutional credibility and brand value.

## Vision

*In line with these findings, the roadmap of the FAENA team to make the conferences in 2026 even more efficient is as follows:*

### 1. Structure of Organising Teams

- 1.1. To enhance the exchange of information between different departments of the Organising Teams:
  - 1.1.1. Establishing weekly synchronisation meetings to ensure that all departments transparently share their activity reports and process updates with the entire organising team in order to strengthen internal communication and coordination.
  - 1.1.2. Clearly and transparently defining and communicating each department's job descriptions, operational areas of responsibility, and working methodologies at the start of the organisation ensures the prevention of authority overlaps and facilitates high-efficiency process management.
- 1.2. Transforming fundraising processes into a collective structure with the participation of the entire organising team—considering the limited preparation period and the small number of organisers for Regional Selection Conferences—will ensure a more goal-oriented and dynamic execution of the operation
- 1.3. Empowering organisers to take initiative during operational crises or situations requiring urgent decision-making when the responsible Head Organiser or Deputy Head Organiser is unavailable; provided that an immediate notification containing an update, request for approval, or status report is submitted to senior management based on the nature of the decision, and that the formal approval mechanism is executed at the first point of contact.
- 1.4. Precisely defining and communicating the hierarchical structure within the organisation in terms of task distribution and areas of responsibility—while emphasising the necessity of this structure for operational efficiency and decision-making mechanisms—ensures the preservation of team balance by establishing a secure and transparent working environment.
- 1.5. To enhance internal communication and task tracking within Organising Team departments:
  - 1.5.1. Implementing 'negative calendaring' to accurately determine organiser availability and integrate these data points into departmental workflows to maintain operational continuity; furthermore, Head Organisers and their

deputies need to adhere to this calendar planning when executing task distributions.

- 1.5.2.** Ensuring the appointment of a competent Department Head for each department by the Head Organisers or their deputies, followed by a comprehensive orientation regarding their specific job descriptions; subsequently, aiming to enhance the competencies of the organisers within each department by providing detailed briefings on departmental operations and responsibilities through visual presentations and case studies from previous conferences.
- 1.6.** Ensuring that Department Heads appointed by Head Organisers or their deputies first provide detailed briefings on unit operations; subsequently, strategic placements are to be executed through a 'Department Selection Form' that analyses participants' competencies, geographic locations, interests, and characteristic traits. To enhance the accuracy of assignments and operational reliability, the aim is to maintain regular performance monitoring by the management tier, sustain organiser motivation, and ensure rotation to a department better suited to the individual's competencies in cases where performance remains insufficient despite the detailed orientation provided.

## **2. Budget & Fundraising**

- 2.1.** For the sake of the Consolidation of the Sponsorship Pool:
  - 2.1.1.** Updating existing sponsorship data within the portfolio to elevate accessibility standards and integrating new communication channels into the system.
  - 2.1.2.** Ensuring the sponsorship pool remains current and functional by purging stakeholders from the portfolio who have communication gaps or have become unresponsive,
  - 2.1.3.** Categorising newly integrated potential supporters into two distinct groups based on their priorities for financial (monetary) and operational (in-kind) contributions, and optimising them through a strategic ranking from the highest to the lowest probability of conversion.
- 2.2.** Collaborating with the National Committee to revise and elaborate on existing sponsorship email templates to elevate corporate communication standards, customising them to reflect the unique structure of each conference, and ensuring a more engaging and professional content structure for potential stakeholders.

- 2.3.** Ensuring fiscal sustainability by establishing a consistent projection for tracking and reporting sponsorship revenues against operational expenses, thereby instating budget discipline to prevent unforeseen or ambiguous expenditures
- 2.4.** Prioritising the establishment of long-term strategic partnerships that focus on corporate sustainability and mutual value creation across multiple organisations, moving beyond one-off support models,
- 2.5.** Consolidating all expenditures and costs incurred during the conference process into a detailed, transparent, and auditable financial record, thereby facilitating internal corporate audit mechanisms and establishing a standard of transparency that instils confidence in all stakeholders.
- 2.6.** Integrating a budget template designed in a functional, clear, and sustainable format into all organisations to be utilised throughout the conference preparation and implementation phases; thereby establishing a standardised financial management discipline across all conferences.
- 2.7.** To ensure consistency in corporate communication during sponsorship negotiations:
  - 2.7.1.** Aiming to modernise the corporate identity by restructuring sponsorship portfolios into a current, systematic, and clear format to increase corporate representation capacity; revising past event data with the most recent projects and integrating the renewed vision and mission statements into all documents.
  - 2.7.2.** Ensuring corporate and legal security by standardising all contract and petition templates to be fully compliant with current legislation and the bylaws of the Legal Entity of European Youth Parliament Türkiye, it is essential to mandate the use of these approved templates across all conference processes.

### 3. Masterplan ve Scheduling

- 3.1.** To optimise the primary planning process conducted prior to the conference:
- 3.1.1.** It is essential to simplify planning processes into a lean and functional structure that can be easily understood by all team members, removing unnecessary complexity.
  - 3.1.2.** To ensure operational tracking and efficiency, it is planned to summarise strategic objectives, critical deadlines, and department-based responsibilities within a centralised master document accessible to the entire team
  - 3.1.3.** In order to ensure the sustainability of the operational structure, detailed sub-workflows and technical sub-plans supporting the master plan should be developed and structured as systematic annexe documents, preventing the fragmentation of the main document.
  - 3.1.4.** The prepared masterplan should be communicated to the entire organising team through an effective orientation session. This approach aims to eliminate information asymmetry within the team, ensure consistent interpretation of the plan by all members, and establish unity in implementation,
- 3.2.** To monitor the implementation phase of the internal event timeline, regular control meetings should be conducted. In these meetings, planned workflows should be compared with actual progress, and any delays or deficiencies should be identified at an early stage to enable the timely implementation of necessary strategic revisions,
- 3.3.** In order to manage all time-sensitive elements within operational processes, a “Critical Dates and Verification List” should be established within the Masterplan framework. Key areas such as sponsorship processes, logistics, transportation arrangements, and venue reservations should be periodically reviewed as the conference date approaches, and responsible individuals for tracking these processes should be clearly assigned,
- 3.4.** To preserve operational efficiency, all organisers assigned during the conference process should refrain from acting outside their defined roles except in exceptional circumstances. This principle aims to prevent authority confusion, individual workload overload, and disruptions to the planned workflow,
- 3.5.** The management of daily programme processes under various scenarios should be predefined and formalised through protocol. Estimated completion times for each

task or operational process should be discussed within the team, and a realistic programme projection should be developed through collective deliberation,

- 3.6.** Anticipating potential delays before and during sessions, a reasonable level of flexibility in the form of buffer time should be incorporated into each session. These buffers should be planned in a manner that preserves the overall flow of the programme in the event of technical disruptions or delayed starts, and should be prioritised especially for high-attendance segments such as opening ceremonies, closing sessions, meals, and transfers,
- 3.7.** When designing the programme and timeline, it is mandatory to consult teams that are directly affected by the process, including the Academic, Media, and Jury teams. These consultations should be conducted through leadership meetings. Furthermore, any updates to the schedule occurring during the conference must be promptly reported to other team leaders in order to prevent disruptions to coordination.

## **4. Workspaces**

### **4.1. Venues**

- 4.1.1.** In order to standardise the venue selection process, an evaluation framework should be established that includes core parameters such as capacity, technical infrastructure, accessibility, institutional attitude, and crisis response capability. All candidate venues should be pre-scored against these criteria and subjected to a comprehensive risk analysis. Venues that fail to fully meet organisational standards should be eliminated at the evaluation stage,
- 4.1.2.** All agreements reached with venue management should be formally documented through written contracts that clearly define dates, time slots, allocated usage areas, available technical facilities, and the legal responsibilities of all parties. These documents should be centrally stored in a digital archive on Google Drive and carefully reviewed prior to the start of the conference in order to minimise operational risks,
- 4.1.3.** Within the venue selection strategy, the potential of locations to reflect the cultural identity and social fabric of the host city should be recognised as a key criterion alongside functional requirements. The integration of diverse venue types, such as cultural centres, historical buildings, and public parks, into the programme should be encouraged in order to enrich the conference atmosphere and offer participants a multi-dimensional experience,
- 4.1.4.** As part of venue agreements, all logistical support services, including tea, coffee, water provision, catering services, and food supply, should be explicitly detailed within the contract. This approach will ensure the maximum utilisation of the facilities offered by the venue.

## **4.2. Google Drive**

- 4.2.1.** In order to optimise operational continuity and information management, a standardised folder hierarchy should be established for conference processes, and all departments should be required to align their documentation practices accordingly. Files should be archived using a systematic naming protocol, access permissions should be assigned based on role definitions, and authorised team members should be able to access up-to-date documents efficiently and without disruption,
- 4.2.2.** To ensure the protection of institutional memory and the effective monitoring of processes, all work carried out by teams should be uploaded to the Drive system at regular intervals. This documentation process should be continuously updated and reviewed for consistency by team leaders, and progress should be monitored through regular reporting
- 4.2.3.** In order to prevent data disorganisation and improve accessibility, categorisation processes should be completed before files are uploaded to the Drive system, and each document should be placed within its designated folder. To maintain the functional integrity of the folder structure, files that are unrelated to the content or remain unstructured should be kept out of the relevant directories, and strict adherence to system discipline should be ensured.

## **5. External Communication**

- 5.1.** Following the conference, institutional acknowledgements should be conveyed to cooperating sponsors through digital or physical channels. After confirming stakeholder satisfaction with the organisation, future conferences should be promoted in order to establish a foundation for sustainable partnerships,
- 5.2.** Email texts and official documents used in external communication processes should be standardised to be up to date, aligned with the institutional identity, and results-oriented. Tailored communication templates containing concise and clear messaging should be used for different institutions. These documents should be supported by concrete statistics and data to enhance persuasiveness. Regular updates should be ensured in order to establish a professional and dynamic institutional image in the eyes of stakeholders,
- 5.3.** In all external interactions conducted face to face or via email, the adoption of a consistent institutional language and a professional attitude should be ensured. Communication should be coordinated through a single central framework. This integrated approach will strengthen organisational consistency and reinforce the perception of the European Youth Parliament as a formal, reliable, and credible institutional actor among all stakeholders,

- 5.4.** A pre-structured flow plan and speaking framework should be established for ceremonies. During speeches, particular care should be taken to ensure that emotional expressions do not exceed the boundaries of institutional representation. In environments involving external participants and formal protocol, the principle that professional representation is an absolute priority should be clearly communicated to the entire organising team,
- 5.5.** Rather than limiting social media presence to superficial content, the European Youth Parliament Turkey should develop a comprehensive and informative content set covering the organisation's mission, operational functioning, and frequently asked questions. By ensuring that this content is pinned to the top of profiles, potential sponsors and stakeholders will be able to form a clear understanding of the organisation at first glance, thereby strengthening a professional, transparent, and credible institutional identity.

## **6. Outreach**

- 6.1.** In order to enhance inclusivity and diversity in delegate selection processes, quota systems or strategic prioritisation mechanisms should be implemented. By allocating a defined quota to candidates who have not previously participated in the organisation or who have limited experience, the inclusion of new participants into the European Youth Parliament network should be encouraged, thereby enabling the network to expand in a more dynamic and diverse structure,
- 6.2.** Prior to the start of the registration process, a clear operational timeline covering all documents to be communicated to delegates should be established. For each conference, a designated officer from the Human Resources department should be appointed to oversee adherence to this timeline and manage document flow. The Welcome Booklet and all other informational documents must be finalised and approved by the HR department before registration forms are shared with delegates,
- 6.3.** Within the registration process, a clear and legally binding refund policy must be defined and communicated transparently to all applicants prior to registration. In order to prevent late cancellations from having a negative impact on the organisational budget, strategic reserve delegate lists should be established, and vacant quotas should be filled swiftly,
- 6.4.** From the moment registrations open, delegate numbers should be monitored regularly at defined intervals, such as on a daily basis. Based on pre-defined critical participation thresholds, proactive measures must be implemented without delay in cases where delegate numbers fall below expected levels. Such measures may

include additional promotional activities, extending application deadlines, or activating reserve delegate procedures,

- 6.5.** During conference budget planning, strategic measures should be taken to minimise delegate costs in order to encourage participation. Cost-effective local alternatives in transportation and accommodation should be carefully explored. In parallel, sponsorship activities should be conducted to subsidise these costs and reduce the financial burden on delegates,
- 6.6.** The communication channels actively used by the target audience should be analysed through a data-driven approach, and the institutional communication strategy should be structured in accordance with the dynamics of these channels. The content shared should be clear, timely, and provide high informational value. Frequently asked questions and core operational information should be regularly updated with the support of the National Committee and made continuously accessible to all stakeholders.

## Conclusion: Anatomy of a “Faena”

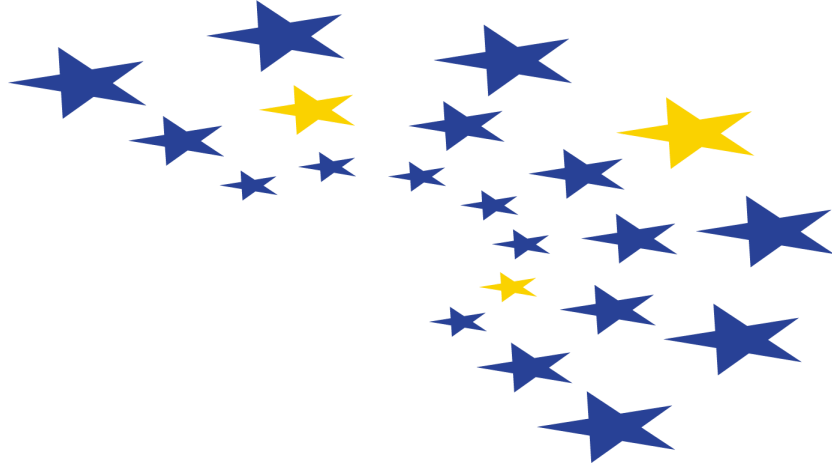
The strategies and operational standards outlined in this document do not merely aim to ensure the logistical success of a single conference. They are equally intended to strengthen the institutional memory of the **European Youth Parliament** and to reinforce its professional identity. Every element, from venue selection and infrastructure discipline to sponsor relations and delegate diversity, constitutes a building block of a sustainable organisational structure. Our objective is not simply to manage events, but to establish a standard with each conference that is more professional, more inclusive, and more impactful than the last.

This guide serves as a protective framework that maximises inter-team synchronisation while preventing potential crises before they arise. Each implemented rule will contribute to positioning the organisation as a more reliable partner, a stronger community, and a more inspiring platform for young people.

## Tercio de Gloria: A Note

Carrying the motto “**run by young people, for young people**”, every event hosted by the European Youth Parliament seeks to reach this same vision. The high standards set out in this document serve as a foundational guide for EYP Turkey to realise its full potential and to reach the vision it aspires to. These standards will open the door to unique experiences that will shape the lives of thousands of young people in the future.

Every attention to detail, and every moment spent dreaming under the stars, is proof of the respect these young people hold for this work and the vision they carry. European Youth Parliament Türkiye will continue to be a platform where young people can make their voices heard, push their boundaries, and make a meaningful difference in the world they live in.



# EUROPEAN **YOUTH** PARLIAMENT **TÜRKİYE**

© 2026 European Youth Parliament Türkiye. All rights reserved.