



European Judicial Training Network

Exchange Programme for Judicial Authorities

GUIDE FOR EXCHANGES (2008)



With the support of the European Union



European Judicial Training Network

INTRODUCTION

For the third consecutive year, the European Judicial Training Network is implementing the Exchange Programme for judicial authorities in the Member States and candidate countries of the European Union.

In 2007, this Programme enabled almost 400 judges, public prosecutors and trainers to become immersed in the work of a court or training institute that was different from their own and almost 150 colleagues to participate in one of the meetings organised by the Network on themes such as the linguistic training of judges and public prosecutors as well as the creation of a common initial training module at the European level.

I am delighted that the Programme has been received so positively in the judiciary and in particular by administrative judges and members of Councils for the Judiciary. I am also very pleased that it has been possible to organise from 2007 onwards long-term training periods at the Court of Justice of the European Communities and Eurojust and I wish to highlight the support of these institutions as well as of the European Commission in this regard.

In 2008, 550 exchanges are foreseen with some innovations such as for example the organisation of long-term training periods at the European Court of Human Rights and also tailor-made exchanges on the basis of projects designed by individual judges and prosecutors or by courts.

The aim of this guide is to have in one single document all of the procedures and forms that are useful and that have been conceived in the framework of the Programme. Finally, I wish to thank all of those who are participating to this great collective project: the contact points nominated by our different partners, the judicial authorities in the host countries for trainees, the Exchange Programme Department of the EJTN and of course, the European Union, which finances the project.

Gilles CHARBONNIER
Secretary General of the European Judicial Training Network



With the support of the European Union

TABLE OF CONTENTS

I. PRESENTATION OF THE EUROPEAN JUDICIAL TRAINING NETWORK AND THE EXCHANGE PROGRAMME	5
1. The European Judicial Training Network	5
1.1. Organisation	6
1.2. Activities	6
2. The Exchange Programme	8
3. The list of contact points in partner institutions	10
II. GENERAL TERMS AND CONDITIONS OF THE EXCHANGE PROGRAMME	14
III. EXCHANGES IN NATIONAL COURTS	14
1. Target audience	14
2. Eligibility criteria	14
3. Length of the exchanges	14
4. Submission of applications	14
5. Applicants selection procedure	14
6. Preparation of the exchange	15
7. Reports and certificates	15
7.1. Reports on the exchange	15
7.2. Certificates of completion	16
IV. EXCHANGES AT NATIONAL TRAINING INSTITUTES (EXCHANGES FOR TRAINERS)	16
1. Target audience	16
2. Eligibility criteria	16
3. Length of the exchanges	16
4. Submission of applications	16
5. Applicants selection procedure	16
6. Preparation of the exchange	17
7. Reports and certificates	17
7.1. Reports on the exchange	17
7.2. Certificates of completion	17
V. LONG-TERM EXCHANGES (ECJ, ECHR, EUROJUST)	18
1. Profiles of candidates	18
1.1. Exchanges at the Court of Justice of the European Communities	18
1.2. Exchanges at the European Court of Human Rights	18
1.3. Exchanges at Eurojust	18
2. Length of the exchanges	18
3. Number of places offered	19
4. Submission of applications	19
5. Applicants selection procedure	19
6. Preparation of the exchange	19
7. During the exchange	19
7.1. Court of Justice of the European Communities	19
7.2. European Court of Human Rights	19
7.3. Eurojust	19
8. Reports and certificates	20
8.1. Reports on the exchange	20
8.2. Certificates of completion	20

VI. EXCHANGES AT COUNCILS FOR THE JUDICIARY	20
1. Target audience	20
2. Eligibility criteria	20
3. Length of the exchanges	21
4. Submission of applications	21
5. Applicants selection procedure	21
6. Preparation of the exchange	21
7. Reports and certificates	21
7.1. Reports on the exchange	21
7.2. Certificates of completion	21
VII.LOGISTICS AND FINANCIAL SUPPORT	21
1. Remuneration	21
2. Organisation and responsibility for travel and subsistence expenses	22
2.1. Travel orders	22
2.2. Tickets and travel expenses	22
2.3. Accommodation, meals and local travel expenses (Per Diems)	23
2.3.1. General rules	23
2.3.2. Special rule for long-term training periods	24
VIII.INSURANCE	25
1. Social security	25
2. Accident insurance	25
Annex 1 : Application form for judges and prosecutors	26
Annex 2 : Travel order form	31
Annex 3 : Expense claim form	33
Annex 4 : Documents for participants (judges and prosecutors)	34
- standard report	
- evaluation form	
Annex 5 : Guidelines for referents (judges and prosecutors)	44
Annex 6 : Evaluation form for referents (judges and prosecutors)	46
Annex 7 : Application form for trainers	48
Annex 8 : Documents for participants (trainers)	52
- standard report	
- evaluation form	
Annex 9 : Evaluation form for referents (trainers)	62

I. PRESENTATION OF THE EUROPEAN JUDICIAL TRAINING NETWORK AND THE EXCHANGE PROGRAMME

1. The European Judicial Training Network

Founded on 13th October 2000, the European Judicial Training Network (EJTN) is a non-profit making international organisation (AISBL) with its headquarters in Brussels and comprises the institutions specifically responsible for the training of the professional judiciary within the European Union (EU). Today, it has 31 members¹ from 26 of the 27 member countries of the European Union and 7 observers among whom the institutions of the European Union and the Council of Europe.

The EJTN has existed as a legal entity since 8th June 2003. It benefits from an operating grant consisting of one-third members' fees and two-thirds grant financing from the European Commission in the framework of the budgetary line foreseen in the General Programme on Fundamental Rights and Justice. In 2007, the amount of this budget was approximately €550,000. Since 2005, the Network has set up an administrative team in Brussels, 43 Square Marie Louise, which is currently composed of eight persons.

The EJTN acts within the scope of the Amsterdam Treaty of 2nd October 1997, the Tampere European Council meeting of 15th and 16th October 1999, the Hague Programme of 4th and 5th November 2004 and the European Commission Communication on judicial training of 29th June 2006, which set an ambitious goal for the European Union: to build a genuine European area of justice, to promote awareness of legal systems and thus, to enhance understanding, confidence and cooperation between judges and prosecutors within the Member States.

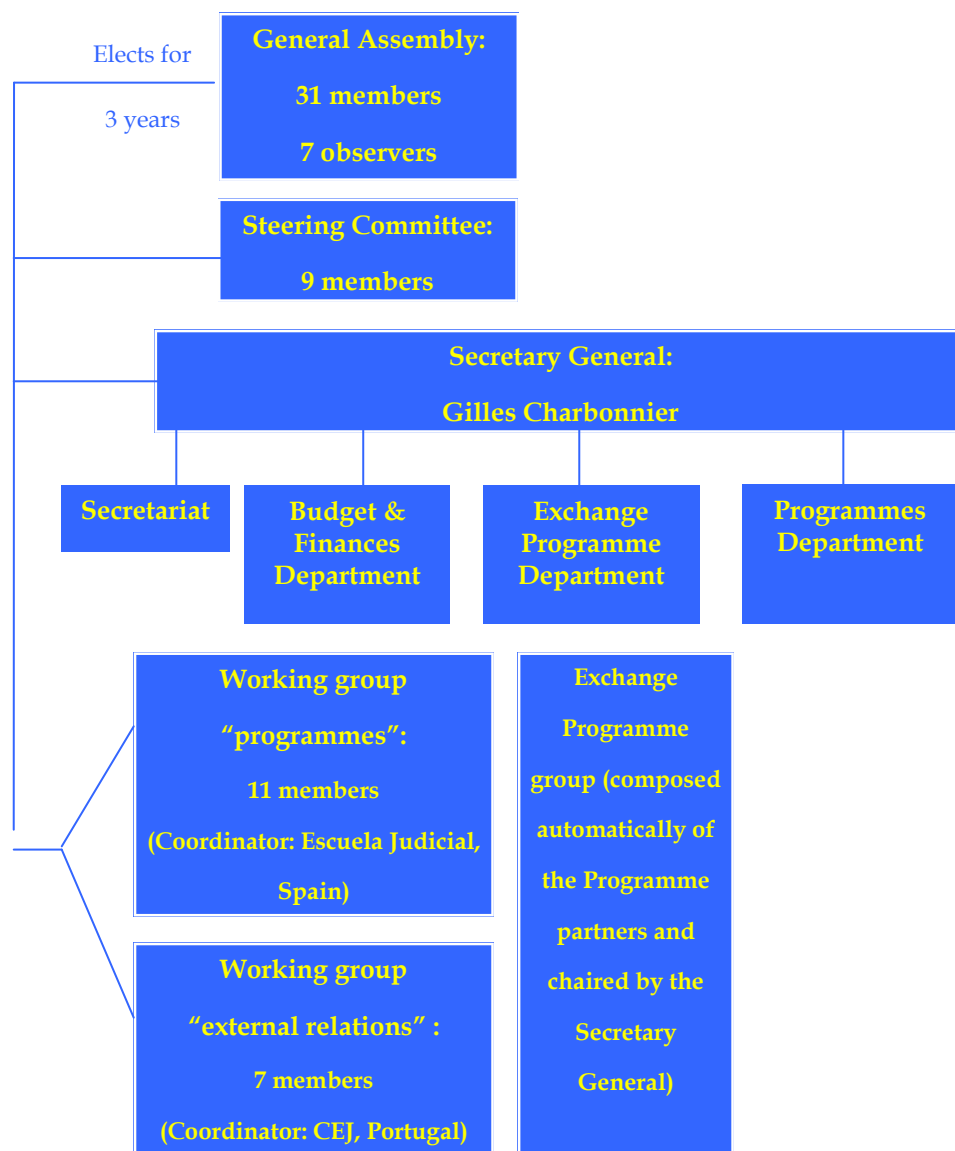
The adoption of a Strategic Plan (2007-2013) on 21st September 2006, allowed for the specification of the objectives and the priorities of the EJTN, to develop an efficient strategy and thereby to give more visibility to the initiatives and activities implemented by the Network. For the period 2007-2013, three main directions were defined: 1) guarantee the quality of judicial training in Europe, 2) contribute to the realisation of three objectives defined at the European level for judicial training (to improve the knowledge of the European judicial systems, European law and cooperation tools, as well as languages), 3) to reinforce the EJTN in order to make its structure and its networking more efficient.

The EJTN aims, therefore, to conceive and to develop training programmes with a genuine European dimension for members of the judiciary in Europe. This involves analysing and identifying training needs, designing programmes and methods for collaborative training, developing exchanges and disseminating experiences in the field of judicial training, coordinating programmes and providing training expertise and know-how.

¹ Austria (Bundesministerium für Justiz); Belgium (Conseil Supérieur de la Justice); Bulgaria (National Institute of Justice); Czech Republic (Justiční akademie); Denmark (Domstolsstyrelsen); Estonia (Estonian Law Centre Foundation); Finland (Oikeusministeriö); France (Ecole Nationale de la Magistrature); Germany (Bundesministerium für Justiz); Greece (National School of Judges); Hungary (Office of the Prosecutor General, Office of the National Council for the Judiciary); Ireland (Judicial Studies Institute); Italy (Consiglio Superiore della Magistratura); Latvia (Latvian Judicial Training Centre); Lithuania (Ministry of Justice); Luxembourg (Ministry of Justice); Malta (Judicial Studies Committee); The Netherlands (Studiecentrum Rechtspleging); Poland (Ministry of Justice); Portugal (Centro de Estudos Judiciários); Romania (National Institute of Magistracy); Slovakia (Judicial Academy); Slovenia (Ministry of Justice); Spain (Centro de Estudios Jurídicos, Escuela Judicial Consejo General del Poder Judicial); Sweden (Domstolsverket); United-Kingdom (Judicial Studies Committee of Scotland, Judicial Studies Board of England & Wales, Judicial Studies Board for Northern Ireland); Academy of European Law (ERA).

1.1. Organisation

The Articles of Association provide for several decision-making bodies in order to guarantee genuine internal democracy and to stimulate the highest level of co-operation between its members. These bodies are the General Assembly, the Steering Committee and the Secretary General. In addition, working groups were also set up in order to improve the capacity of the Network to develop new projects.



1.2. Activities

In addition to the Exchange Programme, the main activities of the European Judicial Training Network are:

- **The coordination of training activities at the European level and the development of relations between judicial training institutions** in order to develop real partnerships and to conceive common activities with a real European dimension. In

this way, since its creation in 2000, the EJTN has organized 82 meetings in various countries of the European Union.

- **The EJTN website (<http://www.ejtn.eu>)**, which contains information about the members and the activities of the Network, about judicial systems in the EU Member States, as well as recent publications and links to the main national and European databases. In 2007, the development of the website has been continued in order to put online pedagogical tools at the disposal of European judges and prosecutors, including on European law, judicial cooperation instruments in civil and criminal matters and languages. The site has been developed in English and French, however, an effort has been made to put important documents online in the various European Union languages. This policy has already been successful as the number of visitors was in 2007 of 12 000 monthly, that is an increase by more than 45% compared to 2005.
- **The catalogue (<http://www.catalogue.eu/catalogue>)**, now in the fifth edition, enables EJTN members, national training institutions, to open training activities that have been initially conceived for their own members of the judiciary to all judges and prosecutors in the European Union. These training activities cover various areas of law (civil, criminal, EU, labour, administrative, international judicial cooperation, professional practice, societal issues and foreign languages). In 2006, about 1,000 judges and prosecutors from the Member States or candidate countries of the European Union have benefited from one of the 160 activities of the catalogue that were offered to them.
- **The EJTN Newsletter** (available on the EJTN website), which is published every four months, provides an insight into recent developments in the area of justice and home affairs, notably in the area of judicial training, as well as the activities of the Network and its members. The EJTN Newsletter is published in at least 21 European languages in order to facilitate the widest possible diffusion amongst judges and prosecutors in Europe. The main themes addressed over the past few months were the future of judicial training in Europe (November 2006), 50 years of European construction (March 2007), the Exchange Programme for Judicial Authorities (May 2007) and e-learning (July 2007).

To contact the European Judicial Training Network:

Square Marie-Louise 43,
B-1000 Bruxelles
Tel.: +32.2.280.22.42
Fax : +32.2.280.22.36
E-mail : ejtn@ejtn.eu
Website : <http://www.ejtn.eu>

2. The Exchange Programme

The building of a common area of freedom, security and justice in Europe is amongst the most important areas of activity of the European Union in the coming years.

Launched at the initiative of the European Parliament and funded for the 4th consecutive year by the European Commission, the main objective of the Exchange Programme is to develop mutual trust between judicial authorities in order to promote the mutual recognition of judicial decisions by getting to know each other better and working together.

The European Judicial Training Network (EJTN), which has been organising the Programme since 2006, now has a monopoly position for its implementation, as acknowledged by the European Commission (Decision of 11th July 2006). In order to achieve the ambitious objectives of the Programme, the EJTN has drafted administrative and financial procedures in close cooperation with its network of contact points appointed by each partner of the Programme. It has also recruited the necessary staff, working under direction of the EJTN Secretary General, Gilles Charbonnier, and ensures the design, implementation, coordination and evaluation of the Programme.

In 2008, the EJTN is planning to organise 550 exchanges. Once again, the Programme will allow European judges and prosecutors – from the youngest to the most experienced – and judicial trainers at national and decentralised levels to share the work of their colleagues in another European country, to become acquainted with a judicial system that is different from their own, to understand how it works and thus to assess their own professional practices, deontology, as well as the way they deal with the main societal issues. Moreover, as in 2007, the participation to the Programme of administrative judges, public prosecutors that are not members of the judiciary, as well as members of the Councils of the Judiciary will be encouraged. Finally, exchanges for a longer period (from 3 months to 1 year) at the Court of Justice of the European Communities and Eurojust will be continued, with the extension of this offer, for the first time in 2008, at the European Court of Human Rights. In the same way, individual judges and prosecutors or courts will be offered the opportunity to submit projects that could benefit from the Programme's funds provided that they are in line with its objectives.

Approximately twelve meetings will be organised between judicial training actors in Europe in order for them to meet, to exchange experiences, to identify best practice, to work together on innovative pedagogical projects and to improve their coordination and the quality of their commitment to European projects.

The EJTN website will be further developed in order to provide European judges and prosecutors with online learning tools, most notably, on European law, judicial cooperation instruments and language learning, as well as information on the different judicial systems at the national level and training at the European level.

PARTNERS

- Conseil Supérieur de la Justice / Hoge Raad Voor de Justitie, Belgium;
- Conseil du Contentieux des Etrangers, Belgium ;
- Studiecentrum Rechtspleging, Netherlands;
- Centro de Estudos Judiciarios, Portugal;
- Bundesministerium der Justiz, Germany;
- Judicial Academy, Slovakia ;
- Consiglio Superiore della Magistratura, Italy;
- Consiglio di Stato, Italy;
- Escuela Judicial del Consejo General del Poder Judicial, Spain;
- Centro de Estudios Jurídicos, Spain;
- Institut National de la Magistrature, Romania;
- Institut National de la Justice, Bulgaria;
- Judicial Studies Committee, Scotland, United-Kingdom
- Judicial Studies Board, England & Wales, United-Kingdom
- Domstolsverket, Sweden;
- Prosecutors' Office, Estonia;
- Estonian Law Centre Foundation, Estonia;
- Justicni Akademie, Czech Republic;
- Latvian Judicial Training Centre, Latvia;
- Ecole Nationale de la Magistrature, France;
- Conseil d'Etat, France ;
- Bundesministerium für Justiz, Austria;
- Unabhängiger Verwaltungssenat Wien UVS, Austria;
- Judicial Academy, Ministry of Justice, Croatia;
- Domstolsstyrelsen, Denmark;
- Oikeusministeriö, Finland;
- National Courts Administration, Norway;
- National Judicial Training Centre, Poland;
- Ministry of Justice – Judicial Training Center, Slovenia;
- Academy for Training of Judges and Prosecutors of the Republic of Macedonia ;
- Ministère de la Justice du Grand-Duché de Luxembourg ;
- Network of the Presidents of the Supreme Judicial Courts of the EU;
- European Network of the Councils for the Judiciary;
- Association of the Councils of State and Supreme Administrative Jurisdictions of the EU;
- With the cooperation of the Court of Justice of the European Communities, the European Court of Human Rights and Eurojust.

To contact the Exchange Programme team

(exchanges@ejtn.eu)

Management: Gilles Charbonnier, Secretary General
tel. +32.2.280.22.42; e-mail: gilles.charbonnier@ejtn.eu

Exchanges of judges and prosecutors:
Coordinator: Aude Magen, tel. : +32.2.280.26.42 ; e-mail: aude.magen@ejtn.eu
Administrative assistant: Jolanta Szczebiot, tel. : +32.2.280.22.42 ; e-mail: jolanta.szczebiot@ejtn.eu

Exchanges of trainers and between training institutions: Coordinator: Benedetta Vermiglio
tel. : +32.2.280.26.43 ; e-mail: benedetta.vermiglio@ejtn.eu

Documentation: Coordinator: Orla Sheehy, tel. : +32.2.280.26.42 ; e-mail: orla.sheehy@ejtn.eu

3. The list of contact points in partner institutions*

FOR EXCHANGES IN NATIONAL COURTS (EXCEPT FOR SUPREME COURTS) AND JUDICIAL TRAINING INSTITUTES:

AUSTRIA:

1) *Bundesministerium für Justiz (ordinary judges, prosecutors, trainers):*

Constanze Kren

Museumstras. 7 -A- 1070 Wien

Tel: +43 152 152 22 30

Constanze.kren@bmj.gv.at

Nicole Konecny-Kummer

Tel.: +43-1-52152-2231

nicole.konecny-kummer@justiz.gv.at

2) *Unabhängiger Verwaltungssenat Wien UVS (administrative judges):*

Susanna Gamauf-Boigner

Muthgasse 64, A-1190 Wien

Tel: +43 140 003 8782

susanna.gamauf-boigner@wien.gv.at

BELGIUM:

Conseil Supérieur de la Justice (ordinary judges, prosecutors, trainers):

Carl Slechten

Avenue Louise 65 boîte 1, B-1050 Bruxelles

Tel. :+32 2 535 16 02

carl.slechten@csj.be

Conseil du Contentieux des Etrangers (administrative judges)

Geert Debersaques

« Laurentide »; 92-94 Rue Gaucheret; 1030 Bruxelles

Geert.Debersaques@ibz.fgov.be

BULGARIA:

National Institute of Justice (ordinary judges, prosecutors, trainers):

Stoil Pashkunov

14 Ekzarh Yosif Str.; BG- 1301 Sofia

Tel: +359 2 935 91 00

pashkunov@nij.nbg

Dragomir Yordanov

d.yordanov@nij.bg

CROATIA:

Judicial Academy- Min. of Justice (ordinary and administrative judges, prosecutors, trainers):

Stefica Staznik

Heinzlova 4 A, Zagreb

Tel: + 385 1 46 00 831

staznik@pravosudje.hr

Nella Popović

Tel: + 385 1 46 00 830

npopovic@pravosudje.hr

CZECH REPUBLIC:

Judicial Academy (ordinary and administrative judges, prosecutors, trainers):

Jaroslav Opravil

Masarykovo nam. 183; CZ-767 01 Kromeriz

Tél: +420 573505175

jopravil@akademie.justice.cz

DENMARK:

* This list may be subject to modifications: please visit the Exchange Programme section of the EJTN website (www.ejtn.eu) where you may find an updated list.

Domstolsstyrelsen (ordinary judges):

Rikke Ekholm

St.Kongensgade 1-3 ; DK- 1264 Copenhagen

Tél : +45 33 92 95 71

rie@domstolsstyrelsen.dk

ESTONIA:

1) Prosecutors Office of Estonia (prosecutors):

Kristel Praun

Wismari 7, 15188 Tallinn,

Tel: + 372 6139 401

Kristel.praun@prokuratuur.ee

2) Estonian Law Centre Foundation (ordinary and administrative judges):

Tanel Kask

Lossi 19 Tartu

Tel: + 372 7 300 462

tanel@lc.ee

FINLAND:

Oikeusministeriö (ordinary and administrative judges, prosecutors):

Jorma Hirvonen

Ministry of Justice, PO Box 25 FIN-00023 Government

Tel : +358 50 55 44 762

jorma.hirvonen@om.fi

Eija Mikkonen

Tel. : +358 9 1606 7545

Eija.m.mikkonen@om.fi

FRANCE:

1) Ecole Nationale de la Magistrature (ordinary judges and prosecutors) :

Sylvie Castermans

8, rue Chanoinesse ; F-75004 Paris

Tel. : +33 1 44 41 88 34

sylvie.castermans@justice.fr

2) Conseil d'État (administrative judges) :

Annie Darmedru

1, Place du Palais Royal ; F-75100 Paris Cedex 01

Tel. : + 33 140208800

annie.darmedru@conseil-etat.fr

GERMANY:

Bundesministerium der Justiz (ordinary and administrative judges, prosecutors, trainers):

Dr. Gabriele Schotten

Justizministerium des Landes Nordrhein-Westfalen, Dusseldorf.

Tel.: +49 211 8792 334

gabriele.schotten@jm.nrw.de

Dr. Michael Gressmann

Mohrenstr. 37; D-10117 Berlin

Tel.: +49 30 2025 9624

Gressmann-Mi@bmj.bund.de

ITALY:

Consiglio Superiore della Magistratura (ordinary judges, prosecutors, trainers) :

Claudio Maria Galoppi

Piazza Indipendenza n.6; 00185 Roma – IT

Tel.: +39 06 444 91 407

c.galoppi@cosmag.it

Maurizio Arcuri

Tel. : +39 444 91 496

m.arcuri@cosmag.it

LATVIA :

Latvian Judicial Training Center (ordinary and administrative judges, prosecutors, trainers):

Indulis Balmaks

Cesu iela 31/7, Riga, LV 1012

Tel: + 371 67895875

indulis@ltmc.lv

LUXEMBOURG:

Ministère de la Justice du Grand-Duché de Luxembourg (ordinary and administrative judges, prosecutors)::

Yves Huberty

Centre administratif Pierre Werner

13, rue Erasme, L-2934 Luxembourg

Tel. : +352 24784537 ; yves.huberty@mj.etat.lu

NETHERLANDS:

Studiecentrum Rechtspleging (ordinary judges, prosecutors, trainers) :

Nathalie Glime

P.O Box 364 – 7200 AJ Zutphen, NL,

Tel : +31 575 595 300; Glime@ssr.drp.minjus.nl ; Ssr.international@ssr.drp.minjus.nl

NORWAY:

National Courts Administration (ordinary judges, prosecutors):

Stein Mjøen

Dronningens gt. 2, NO-7005 Trondheim

Tél: +47 73 56 71 23

Stein.Mjoen@domstoladministrasjonen.no

POLAND:

National Training Centre for the Officials of the Common Courts of Law and the Public Prosecutor's Office: (ordinary judges, prosecutors, trainers)

Wojciech Postulski

ul. Wybrzeże Kościuszkowskie 47; 00-347 Warszawa

Tel. +48 22 55 27 291

w.postulski@kcskspip.gov.pl

PORTUGAL:

Centro de Estudos Judiciarios (ordinary and administrative judges, prosecutors, trainers):

Luis Silva Pereira

Largo de Limoeiro; 1149-048 Lisboa

Tel: +351 21 884 56 00

luispereira@cej.mj.pt

Cristina Messias

Tel: + 351 21 884 56 70

cristinamessias@cej.mj.pt

ROMANIA:

Nacional Institute of Magistracy (ordinary and administrative judges, prosecutors, trainers):

Diana Mihaila

Bd. Regina Elisabeta, nr.53, sector 5, Bucuresti

Tel.: +40 21 407 62 53; dilica@just.ro

REPUBLIC OF MACEDONIA:

Academy for Training of Judges and Public Prosecutors::

Aneta Arnaudovska

BdBlvd. Jane Sandanski 12, lamel 2

Tel.: +389 2 2401 560 ; Aneta.Arnaudovska@jpacademy.gov.mk

SLOVAKIA:

Slovak judicial academy (ordinary judges, prosecutors, trainers):

Miroslav Slastan

Stefanika 40, 902 01 Pezinok, Slovakia

Tel. :+421 905 426 884; miroslav.slastan@justice.sk

SLOVENIA:

Ministry of Justice – Judicial Training Center (ordinary and administrative judges, prosecutors):

Tanja Trtnik

Zupanciceva 3, 1000 Ljubljana

Tel. : +386 (1) 369 57 70 / + 386 (1) 369 52 37

Tanja.trtnik@gov.si

SPAIN:

1) *Escuela Judicial española (ordinary and administrative judges, trainers):*

Francisco Puig Blanes

Ctra. Vallvidrera, 43-45 (08017 Barcelona)

Tel. : +34 93 406 73 75

Francisco.puig@cgpj.es

Antonio Marchal Martos

Tel : +34 93 406 73 75

antonio.marchal@cgpj.es

César Moreno Juez

Tel. : +34 934067378; cesareo.moreno@cgpj.es

2) *Centro de Estudios Jurídicos (prosecutors):*

Igor Gayarre Conde

Juan de Rosal, 2

28040 Madrid

Victoria Torres

Tel : +34 91 455 1681

victoria.torres@mju.es

SWEDEN:

Swedish National Courts Administration (ordinary judges, prosecutors, trainers):

Fredrik Richter

S-55181 Jonkoping, SE

Tel: +46 (0)36 15 55 47/+46 (0)708 35 90 60

Fredrik.Richter@dom.se

Arnold Witmann

Tel.: +46 (0) 36 15 56 34

Arnold.witmann@dom.se

UNITED-KINGDOM:

England & Wales:

Judicial Studies Board of England & Wales

(Ordinary judges))

Marie Wright

11th Floor, Thomas More Building, Royal Courts of Justice

Strand, London WC2R 2 England

Tel. : + 44 20 7073 1618

Marie.wright@judiciary.gsi.gov.uk

Scotland:

Judicial Studies Committee

(Ordinary judges)

Sheriff C N Stoddart

Edinburgh Sheriff Court, 27 Chambers

Street Edinburgh, EH 2, 1 LB

Tel: + 44 (0) 131 247 5821

Sheriff.estoddart@scotcourts.gov.uk

FOR EXCHANGES OF JUDICIAL SUPREME COURTS' JUDGES

NETWORK OF THE PRESIDENTS OF SUPREME JUDICIAL COURTS OF THE EUROPEAN UNION:

Dominique Hascher

5 quai de l'Horloge - 75055 Paris Cedex 01

Tél: 00 33 (0) 44 32 77 91 ; sec.ri.courdecassation@justice.fr

FOR EXCHANGES OF ADMINISTRATIVE SUPREME COURTS' JUDGES

ASSOCIATION OF THE COUNCILS OF STATE AND SUPREME ADMINISTRATIVE JURISDICTIONS OF THE EUROPEAN UNION

Yves Kreins

Rue de la Science 33, B-1040 Bruxelles

Tel. : +32 2 2349682; Yves.kreins@raadvst-consetat.be

FOR EXCHANGES AT COUNCILS FOR THE JUDICIARY

EUROPEAN NETWORK OF THE COUNCILS FOR THE JUDICIARY (ENCJ)

Christiane Flaes

Netherlands Council for the Judiciary / Secretariat of ENCJ

Tel.: +31 70 361 98 84; c.c.flaes@rechtspraak.nl

II. GENERAL TERMS AND CONDITIONS OF THE EXCHANGE PROGRAMME

The Exchange Programme will expire on 31st December 2008. Consequently, all the activities of the Programme must be completed by this date.

The participant agrees to respect the general conditions of the Programme, in particular, the training schedule and its pedagogical content.

In principle, the exchange is organised during the working days of the hosting country. The participant must respect the same working hours of the colleagues of the hosting court.

III. EXCHANGES IN NATIONAL COURTS

1. Target audience

Exchanges in national courts organised in the framework of the Programme are addressed to judges and prosecutors (including future judges and prosecutors) as well as to administrative judges from partner countries (EU Member States and candidate countries).

2. Eligibility criteria

The candidate has to be professionally strongly motivated and have **good knowledge of the language spoken during the exchange** (determined by the hosting country).

3. Length of the exchanges

The length of exchanges at a court is 2 weeks (10 consecutive days).

4. Submission of applications

The call for applications is diffused by each partner. The candidate fills in the application form (annex 1 ; also available on-line : www.ejtn.eu) in which he/she indicates his/her motivation, his/her wishes for the exchange (general or specialised exchange) and his/her linguistic skills. If possible, these should be proved by providing a certificate or any useful document. The candidate sends this application to the contact point of the EJTN partner institution for the implementation of the Exchange Programme (see the contact point list above).

5. Applicants selection procedure

The selection procedure is carried out by each partner who informs the EJTN of the selected candidates.

The Exchange Programme group (chaired by the Secretary general and composed exclusively of the partner contact points) decides on the number of participants to be hosted and to be sent

by each country taking into account the preferences expressed by the candidate, his/her linguistic skills, places available and the wishes initially expressed by the contact points.

For the exchanges of Supreme Court judges, a specific procedure has been defined in collaboration with the Network of the Presidents of the Supreme Judicial Courts of the European Union and the Association of the Councils of State and the Supreme Administrative jurisdictions of the European Union.

6. Preparation of the exchange

The EJTN transmits a copy of the applications selected to the contact point of the partner institution; then informs the candidate that his/her application has been selected and invites him/her to contact the contact point of the partner organisation in order to organise the exchange.

The contact point contacts the candidate to confirm the different aspects relating to his/her application; then, he/she identifies the host jurisdiction. As soon as the location of the exchange and the referent's name are known, the contact point informs the EJTN, the candidate and the contact point of the origin country accordingly.

Each participant is under the responsibility of a « referent » within the host jurisdiction. When the details of the hosting institution, as well as those of the referent are known, the participant contacts his/her referent in order to plan the exchange (most particularly to define the dates of the exchange).

Once the dates of the exchange are settled with the hosting authorities, the participant must send to the EJTN the travel order form duly completed (see p.22 and annex 2). The EJTN checks the scheduled dates of the exchange and then sends to the participant reference documents on the judicial system of the host country and cooperation tools within the EU, as well as the documents for the end of the exchange: i.e. expense claim form (annex 3), report of the exchange, summary of the report and evaluation form (annex 4).

The EJTN also sends the present guide to the referent. A programme of the exchange is planned by the latter with reference to the guidelines elaborated by the EJTN (annex 5), taking into account the wishes expressed by the participant, and should be sent to him/her before the departure.

7. Reports and certificates

7.1. Reports on the exchange

At the end of the training period, the participant must draft a report (see annex 5), with a summary (in English and/or in French) that will be published on the EJTN website. He/she must also complete the evaluation form of the exchange (annex 5).

Reimbursement of the total of travel and subsistence expenses is subject to the submission of these documents by the participant. These documents shall, therefore, be attached to the expense claim form (see list of required supporting documents in the form).

The referent must also fill in the evaluation form on the exchange (annex 6).

The templates of the standard report and evaluation forms (participant/referent) can be downloaded on the EJTN website (www.ejtn.eu).

7.2. Certificates of completion

Following the submission of the above-mentioned documents, the participant will receive a certificate of completion of the Exchange Programme signed by the EJTN Secretary General at the end of the training period.

IV. EXCHANGES AT NATIONAL TRAINING INSTITUTES (EXCHANGES FOR TRAINERS)

1. Target audience

Exchanges at judicial training institutes organised in the framework of the Programme are addressed to judicial trainers at the national or decentralized level from partner countries (EU Member States and candidate countries).

2. Eligibility criteria

The candidate has to be professionally strongly motivated and have **good knowledge of the language spoken during the exchange** (determined by the hosting country).

3. Length of the exchanges

The length of the exchanges at a judicial training institute is 1 week (5 consecutive days) or 2 weeks (10 consecutive days).

4. Submission of applications

The call for applications is diffused by each partner. The candidate fills in the application form (annex 7 ; also available on-line : www.ejtn.eu) in which he/she indicates his/her motivation, his/her wishes for the exchange (at national or decentralised level) and his/her linguistic skills. If possible, these should be proved by providing a certificate or any useful document. The candidate sends this application to the contact point of the EJTN partner institution for the implementation of the Exchange Programme (see the contact point list above).

5. Applicants selection procedure

The selection procedure is carried out by each partner who informs the EJTN of the selected candidates.

The Exchange Programme group (chaired by the Secretary General and composed exclusively of the partner contact points) decides on the number of participants to be hosted and to be sent by each country taking into account the preferences expressed by the candidate, his/her linguistic skills, places available and the wishes initially expressed by the contact points.

6. Preparation of the exchange

The EJTN transmits a copy of the applications selected to the contact point of the partner institution; then informs the candidate that his/her application has been selected and invites him/her to contact the contact point of the partner organisation in order to organise the exchange.

The contact point contacts the candidate to confirm the different aspects relating to his/her application; then, makes all the necessary contacts with the relevant institution. As soon as the location of the exchange and the referent's name are known, the contact point informs the EJTN, the candidate and the contact point of the origin country accordingly.

Each participant is under the responsibility of a « referent » within the hosting institution. When the details of the hosting institution, as well as those of the referent are known, the participant contacts his/her referent in order to plan the exchange (most particularly to define the dates of the exchange).

Once the dates of the exchange are settled with the hosting authorities, the participant must send to the EJTN the travel order form duly completed (see p.22 and annex 2). The EJTN checks the scheduled dates of the exchange and then sends to the participant reference documents on the judicial system of the host country and cooperation tools within the EU, as well as the documents for the end of the exchange: i.e. expense claim form (annex 3), report of the exchange, summary of the report and evaluation form (annex 8).

The EJTN also sends the present guide to the referent. A programme of the exchange is planned by the latter taking into account the wishes expressed by the participant, and should be sent to him/her before the departure.

7. Reports and certificates

7.1. Reports on the exchange

At the end of the training period, the participant must draft a report (see annex 8), with a summary (in English and/or in French) that will be published on the EJTN website. He/she must also complete the evaluation form of the exchange (annex 8).

Reimbursement of the total of travel and subsistence expenses is subject to the submission of these documents by the participant. These documents shall, therefore, be attached to the expense claim form (see list of required supporting documents in the form).

The referent must also fill in the evaluation form on the exchange (annex 9).

The templates of the standard report and evaluation forms (participant/referent) can be downloaded on the EJTN website (www.ejtn.eu).

7.2. Certificates of completion

Following the submission of the above-mentioned documents, the participant will receive a certificate of completion of the Exchange Programme signed by the EJTN Secretary General at the end of the training period.

V. LONG-TERM EXCHANGES (ECJ, ECHR, EUROJUST)

1. Profiles of candidates

1.1. Exchanges at the Court of Justice of the European Communities



Training periods offered by the Court of Justice of the European Communities are addressing to administrative or ordinary judges and prosecutors with at least one year of professional experience.

Judges and prosecutors involved must comply with the following minimum admission requirements:

- Be a citizen of an EU Member State;
- Have at least one year of experience as a judge/prosecutor;
- Be familiar with Community law;
- Have a perfect command of one of the official languages of the European Union and a good knowledge of another official language of the European Union. For practical reasons, a good knowledge of French would be appreciated.

1.2. Exchanges at the European Court of Human Rights



Training periods offered by the European Court of Human Rights are addressed to administrative or ordinary judges and prosecutors with 7 to 10 years of professional experience. Involved judges and prosecutors must have a perfect command of French or English.

1.3. Exchanges at Eurojust



Training periods at Eurojust are addressed to practicing prosecutors or judges (preferably investigative magistrates) in a Member State, working at a level of the national judicial system where letters rogatory and other forms of judicial co-operation in criminal matters are dealt with and having the following additional competences:

- at least three years' practical experience in the field of criminal law;
- a position within the national judicial system making it possible for him/her to disseminate the experience gained at Eurojust in such a way that it could have a positive impact on day-to-day practice in the Member State.

2. Length of the exchanges

- At the Court of Justice of the European Communities: 1 year
- At the European Court of Human Rights: 1 year
- At Eurojust: 3 months

3. Number of places offered

- At the Court of Justice of the European Communities: 10
- At the European Court of Human Rights: 3
- At Eurojust: 2

4. Submission of applications

The call for applications is diffused by each partner. The candidate fills in the application form (www.ejtn.eu) in which he/she indicates his/her motivation as well as his/her language skills. The candidate sends this application as well as a recent curriculum vitae to the national contact point of his/her country.

5. Applicants selection procedure

A pre-selection is carried out by each partner according to the profiles established (see above) for each institution. The contact point then sends to the EJTN a list of the pre-selected candidates. EJTN sends a shortlist of all pre-selected candidates to the partner institution, which carries out the final selection in line with the desired profiles and the places available. Once the final selection is made, the partner institution informs the EJTN, which notifies the candidates of their selection and provides them with a person to contact in the partner institution to organise concretely the training.

6. Preparation of the exchange

Once the participant has been notified his/her selection, he must make contacts with the partner institution in order to organise concretely the training period (to define the dates for the training period, the contents, practical aspects...). The partner institution prepares a programme, which must be sent to the participant before the training period.

7. During the exchange

7.1. Court of Justice of the European Communities

Judges and/or prosecutors will be integrated in the cabinets of Members of the Court of Justice, the Court of First Instance and the Civil Service Tribunal. Their tasks during the training period will vary according to the needs and working methods of each Member. They will mainly be called upon to assist Members in dealing with files they are in charge of. They will not attend the deliberations of the different ruling bodies.

7.3. European Court of Human Rights

Judges and/or prosecutors will be included in the Court's Registry. Their main task will be to deal with the individual applications relating to the system of their national country. They may also take part in research projects. More particularly, they will be in charge of dealing with applications to be rejected by the Court for non-compliance with the conditions of admissibility or that may be subject to a standardised treatment. Moreover, they will assist experienced lawyers in the preparation of more complex chamber cases in view of their examination by the Court. They will attend Court sessions and may introduce applications.

7.3. Eurojust

The trainee will be assigned to the National Desk of his/her Member State in order to be actively involved in the daily work of this Desk, in particular in operational work, dealing with cases and/or projects under the supervision of the National Member.

He/she will also be involved in other Eurojust activities, such as College plenary meetings, strategic meetings, co-ordination meetings and team meetings. Several days will be devoted to familiarising the trainee with administrative aspects and functions.

8. Reports and certificates

8.1. Reports on the exchange

In case of a 3-month training period, the participant must write a report at the end of the training as well as to fill in an evaluation form on the basis of the documents drafted by the Exchange Programme Department and sent to the participants.

In case the training period is longer than 3 months, the participant must:

- write a mid-term report on the basis of the template sent by the Exchange Programme Department and send it to the latter;
- write a final report and fill in an evaluation form as mentioned above for 3-month training periods.

Reimbursement of the total of travel and subsistence expenses is subject to the submission of these documents by the participants.

8.2. Certificates of completion

Following the submission of the above-mentioned documents, the participant will receive a certificate of completion of the Exchange Programme signed by the EJTN Secretary General at the end of the training period.

VI. EXCHANGES AT COUNCILS FOR THE JUDICIARY

1. Target audience

Exchanges between Councils for the Judiciary are organised in partnership with the European Network of the Councils for the Judiciary (ENCJ). These exchanges are addressed to members of Councils for the Judiciary.

2. Eligibility criteria

The candidate has to be professionally strongly motivated and have **good knowledge of the language spoken during the exchange** (determined by the hosting country).

3. Length of the exchanges

The length of exchanges at Councils for the Judiciary is between 3 days (minimum) and 5 working days.

4. Submission of applications

The call for applications is diffused by the ENCJ. Candidates should send their applications directly to the ENCJ secretariat (contact details p. 13).

5. Applicants selection procedure

The selection is carried out by the ENCJ, which informs the EJTN of selected candidates.

6. Preparation of the exchange

The exchanges are prepared jointly by the “receiving council”, the “sending council” and the candidate.

Once the dates of the exchange defined with the hosting institution, the participant must send to the EJTN the travel order from duly completed (see p. XXX and annex 2). The EJTN pays then the 1st instalment to the participants and sends to him/her the documents required after the exchange: expense claim form (annex 3), standard report, summary and evaluation form.

7. Reports and certificates

7.1. Reports on the exchange

At the end of the training period, the participant must draft a report, with a summary (in English and/or in French) that will be published on the EJTN website. He/she must also complete the evaluation form of the exchange.

Reimbursement of the total of travel and subsistence expenses is subject to the submission of these documents by the participant. These documents shall, therefore, be attached to the expense claim form (see list of required supporting documents in the form).

7.2. Certificates of completion

Following the submission of the above-mentioned documents, the participant will receive a certificate of completion of the Exchange Programme signed by the EJTN Secretary General at the end of the training period.

VII. LOGISTICS AND FINANCIAL SUPPORT

1. Remuneration

The salary of the participant during the training period is assured by its national institution.

2. Organisation and responsibility for travel and subsistence expenses

Thanks to the grant allocated by the European Commission for the implementation of the Exchange Programme for judicial authorities, the travel expenses of the participant (from their country of origin to the hosting country) and the *per diem* allowance for the duration of the exchange are provided by the EJTN.

2.1. Travel orders

The travel order (annex 3) is an administrative document authorising the participant to carry out the exchange in the framework of the Exchange Programme. It allows the payment of the first instalment before the exchange enabling the participant to cover his/her travel and accommodation expenses as part of the Exchange Programme.

The travel order form can be downloaded from the EJTN website at www.ejtn.eu.

The participant must complete the travel order form (in particular, the time and date of arrival and departure) and send it back before his/her departure for the exchange to the EJTN Exchange Programme Department.

The travel order is then signed by the Secretary General, completed with the indication of the amount granted for the exchange, and the first instalment is transferred to the bank account indicated in the travel order.

The Exchange Programme Department sends a copy of the travel order signed by the Secretary General to the participant before his/her departure.

Any modification to the information shown in the travel order must be notified to the Exchange Programme Department as soon as possible.

2.2. Tickets and travel expenses

The travel expenses incurred by participants for the purpose of the Exchange Programme are reimbursed on the basis of the cost of the most cost-effective means of transport between the institution in the country of origin and the place of the exchange in the hosting country.

In all cases, the reimbursement by the EJTN shall not exceed €400 per return journey. Subject to a special claim and exceptionally where the transport expenses exceed €400, the excess amount may be claimed. The excess amount with reference to the maximum amount of €400 has to be justified by an explanatory note annexed to the expense claim form (complex routes (e.g. island), delayed communication of the exchange period...).

- **Travel by plane:** the expenses are reimbursed on the basis of the cost of an economy class ticket.
- **Travel by rail:** the expenses are reimbursed for first-class travel on the shortest route.
- **Travel by private car:** expenses are reimbursed exclusively on the basis of the cost of a first-class train ticket, calculated on the basis of the shortest route. Where the use of a car lengthens the exchange period, daily subsistence allowances will be calculated on the basis of the duration of the shortest rail journey. Moreover, the participant who

chooses to use his/her own car in the framework of the Programme remains fully liable for any accidents to their car or to third parties.

In addition, except in the cases of an early morning departure and/or late return, local transport expenses are excluded from the specific reimbursement due to the rules determined by the European Union: they are covered by the *per diem* allowance paid to the participant.

PROCEDURE

The stagiaire is responsible for reserving and paying for his/her own travel tickets. Before the exchange, he/she receives an advance of €150 to cover his/her expenses (as 1st instalment).*

Participants from the following countries: Germany, Austria, Finland and Latvia, may not receive the lump sum paid in advance for transport expenses as their tickets will be bought by their own organisation. The participants concerned by this specific procedure are required to mention this in their travel order. It will be up to their own organisation to send the expense claim form for transport up to the limit of €400 per ticket at economy rate, together with supporting documents, to the EJTN at the end of the exchange.

The balance will be paid, if needs be, to the participant after the exchange. To obtain the reimbursement of his/her expenses, the participant sends the expense claim form (annex 3) with all required supporting documents (see the list of all required documents in the form) to the Exchange Programme Department.

2.3. Accommodation, meals and local travel expenses (Per Diems)

2.3.1. General rules

The EJTN bears the subsistence expenses subject to the daily *per diem* allowances determined by the European institutions – see the table below. *Per diems* cover accommodation, meals, local travel within the place of the exchange and sundry expenses.

Country	Per diem (in euros)	Country	Per diem (in euros)
Austria	225	Latvia	211
Belgium	232	Lithuania	183
Bulgaria	227	Luxembourg	237
Cyprus	238	Malta	205
Croatia	213	Netherlands	263
Czech Republic	230	Norway	200
Denmark	270	Poland	217
Estonia	181	Portugal	204
Finland	244	Romania	222

*Exception: the participants travelling by road (private car, bus) will be reimbursed for their travel expenses after the exchange, upon presentation of the expense claim form duly completed and supporting documents (cost of first-class train tickets or bus ticket...).

France	245	Slovak Republic	205
Germany	208	Slovenia	180
Greece	222	Spain	212
Hungary	222	Sweden	257
Ireland	254	United-Kingdom	276
Italy	230		

PROCEDURE

The participant is responsible for reserving his/her hotel (with the help of the referent, if applicable). Before the exchange, he/she receives an advance payment corresponding to 80% of the total *per diem* allocated (1st instalment). The balance (20%) will be transferred to the participant after the exchange, upon receipt of the expense claim form with all required supporting documents (see the list of all the required documents).

2.3.2. Special rule for long-term training periods

Long-term training periods are subject to a specific rule, where the participant receives 75% of the *per diem* defined by European institutions. Thus the *per diem* that applies to training periods at the ECJ, the ECHR and Eurojust are as follows:

Country	<i>Per diem</i> (in euros)
France	183,75
Luxembourg	177,75
Netherlands	197,75

PROCEDURE

As for the general rules, the participant is responsible for reserving his/her accommodation (if need be, with the help of the hosting institution). Before the exchange, he/she receives an advance payment corresponding to 30 days of *per diem*. The *per diem* will then be paid monthly to the participant, according to the following conditions:

For 3-month training periods:

Month 2: 80% of monthly *per diem*

Month 3: 80% of monthly *per diem*

After the training period and upon presentation of the report: 20% of *per diem* remaining to pay (months 2 and 3).

For 12-month training periods:

Month 2: 80% of monthly *per diem*

Month 3: 80% of monthly *per diem*

Month 4: 80% of monthly *per diem*

Month 5: 80% of monthly *per diem*

Month 6: 80% of monthly *per diem*

Upon presentation of the mid-term report: 5 x 20% of monthly <i>per diem</i> (months 2 to 6)
Month 7 : 80% of monthly <i>per diem</i>
Month 8: 80% of monthly <i>per diem</i>
Month 9: 80% of monthly <i>per diem</i>
Month 10: 80% of monthly <i>per diem</i>
Month 11: 80% of monthly <i>per diem</i>
Month 12: 80% of monthly <i>per diem</i>
Upon presentation of the final report: 6 x 20% of monthly <i>per diem</i> (months 7 to 12).

VIII. INSURANCE

1. Social security

The participant must check with his/her employer that he/she will remain covered during the whole period of training by the social security scheme applicable to the concerned national administration and that the latter will support the expenses incurred abroad.

2. Accident insurance

Participants must be insured against accident, death and invalidity risks.

Annex 1



European Judicial Training Network

Exchange Programme for Judicial Authorities (2008)

APPLICATION FORM (JUDGES AND PROSECUTORS)

Please complete the form *electronically* (available on the EJTN website at: www.ejtn.eu) in one of the two official languages of the EJTN (English or French) and return it *by 31st December 2007* to the contact point of the EJTN partner in your own country for the implementation of the Exchange Programme.

Surname: _____ **First name(s):** _____

Functions (please describe your specialisation): _____

Institution: _____

Length of service: _____

I. TRAINING PREFERENCES:

1. Destination

- At the Court of Justice of the European Communities
 At the European Court of Human Rights
 At Eurojust
 In one of the following participating countries (please indicate 2 choices in the table p. 2)

List of participating countries and training languages¹

Ordinary courts		Prosecutors's offices		Administrative courts	
AUSTRIA	German (English*)	AUSTRIA	German (English*)	AUSTRIA	German
BELGIUM	French, Dutch	BELGIUM	French, Dutch	BELGIUM	French, Dutch
BULGARIA	Bulgarian (English*), German*, French*)	BULGARIA	Bulgarian (English*, German*, French*)	CROATIA	Croatian (English*)
CROATIA	Croatian (English*)	CROATIA	Croatian (English*)	CZECH REPUBLIC	Czech (English*)
CZECH REPUBLIC	Czech (English*)	CZECH REPUBLIC	Czech (English*)	FINLAND	Finnish, Swedish (English*)
DENMARK	Danish (English*)	ESTONIA	Estonian (English*)	FRANCE	French
ENGLAND	English	FINLAND	Finnish, Swedish (English*)	GERMANY	German

¹ This list is subject to modification: please visit the Exchange Programme section on the EJTN website (www.ejtn.eu) where you may find an updated list.

*Other possible languages but not used for hearings.

Ordinary courts		Prosecutors's offices		Administrative courts	
FINLAND	Finnish, Swedish (English*)	FRANCE	French	LATVIA	Latvian (English*, Russian*)
FRANCE	French	GERMANY	German	LUXEMBOURG	French
GERMANY	German	ITALY	Italian	PORTUGAL	Portuguese
ITALY	Italian	LATVIA	Latvian (English*, Russian*)	ROMANIA	Romanian (English*, French*)
LATVIA	Latvian (English*, Russian*)	LUXEMBOURG	French	SLOVENIA	Slovenian (English*)
LUXEMBOURG	French	NETHERLANDS	Dutch (English*)	SPAIN	Spanish
NETHERLANDS	Dutch (English*)	POLAND	Polish (English*)		
NORWAY	Norwegian (English*)	REPUBLIC OF MACEDONIA	Macedonian (English*)		
POLAND	Polish (English*)	PORTUGAL	Portuguese		
PORTUGAL	Portuguese	ROMANIA	Romanian (English*, French*)		
REPUBLIC OF MACEDONIA	Macedonian (English*)	SLOVAKIA	Slovakian (English*, German*)		
ROMANIA	Romanian (English*, French*)	SLOVENIA	Slovenian (English*)		
SCOTLAND	English	SPAIN	Spanish		
SLOVAKIA	Slovakian (English*, German*)	SWEDEN	Swedish (English*)		
SLOVENIA	Slovenian (English*)				
SPAIN	Spanish				
SWEDEN	Swedish (English*)				

Please specify your training preferences in the following table (2 choices are possible):

	1 st Choice	2 nd Choice
Country		
Training language		
Preferred training period (from 3 rd March to 31 st December 2008)		

* Other possible languages but not used for hearings.

2. Type of training

In which institution would you like to undertake your training?

National court:

Ordinary court Prosecutor's office Administrative court

Supreme Judicial Court (reserved for Supreme Court judges and prosecutors)

Supreme Administrative Court (reserved for Supreme Administrative Courts judges)

Court of Justice of the European Communities (1-year training period)

European Court of Human Rights (1-year training period)

EUROJUST (3-month training period)

What kind of training would you like to receive?

General training

Specialised training

➤ Area of specialisation :

II. LANGUAGE SKILLS (if possible, please join certificates of any useful document)¹

NB: proficiency in the working language stipulated by the host country is an essential condition for the selection of the applications.

Please, indicate your level of proficiency in the language spoken in the host country:

(1: low; 2: fair; 3: good; 4: bilingual)

Written: 1 2 3 4

Spoken: 1 2 3 4

Please, indicate if you know any other language and your proficiency level:

Language 1:

Written: 1 2 3 4

Spoken: 1 2 3 4

¹ In addition to certificates delivered by language training institutes, it is also possible to obtain a basic evaluation on a certain number of websites : <http://www.lang.ox.ac.uk/tests/>; <http://www.transparent.com/tlquiz/proftest/index.htm>; <http://englishenglish.com/englishtest.htm>

Language 2:

Written: 1 2 3 4

Spoken: 1 2 3 4

Language 3:

Written: 1 2 3 4

Spoken: 1 2 3 4

III. MOTIVATION

Please indicate your motivation and your expectations concerning the Exchange Programme implemented by the European Judicial Training Network (maximum 1 page):

IV. ADMINISTRATIVE INFORMATION

Mrs

Ms

Mr

Surname:

First name(s):

Nationality:

Institution:

Professional address:

Personal address:

Tel: office:

home:

E-mail (mandatory):

Fax:



With the support of the European Union

Annex 2



Réseau Européen de Formation Judiciaire European Judicial Training Network

ORDRE DE MISSION / TRAVEL ORDER

Institution:

Nom / Surname:

Prénom / First name:

Fonctions/Functions:

Adresse personnelle / Personal address:

Lieu de stage/ Location of the exchange:

Mode de déplacement/Mode of transportation:

Date, heure et lieu d'arrivée/Date, time & location of arrival:

Date, heure et lieu de départ/Date, time & location of departure:

Coordonnées bancaires/Bank Account details

Nom et adresse de la banque/ Bank name & address:

Titulaire du compte/Account holder:

IBAN:

BIC/SWIFT:

Pour les participants issus des pays suivants : Allemagne, Autriche, Finlande, Lettonie, veuillez préciser si les frais de transports ont été payés par / **For the participants from the following countries:** Germany, Austria, Finland, Latvia, please specify whether travel costs have been paid by:

le participant/ participant

l'institution de tutelle/seconding institution
(veuillez préciser les coordonnées bancaires ci-dessus/please specify bank account details above)

Partie réservée au REFJ / To be completed by the EJTN

PER DIEM:

***Per Diem* total alloué / Total Per Diem allocated:**

Avance allouée avant le stage / advance payment before the exchange (80%):

Reste à payer après le stage / Amount to be paid after the exchange (20%):

FRAIS DE TRANSPORT / TRAVEL EXPENSES:

Avance allouée avant le stage / advance payment before the exchange:

Coût total / total cost:

Montant total alloué / Total amount allocated:

Reste à payer après le stage / Amount to be paid after the exchange:

Bruxelles, le /Brussels, on

Le Secrétaire Général du REFJ/ The EJTN Secretary General

Réseau Européen de Formation Judiciaire/European Judicial Training Network (aisbl)
Square Marie-Louise 43, B-1000 Bruxelles; Tel: +32 2 280 26 42/43; Fax: + 32 2 280 26 44;
E-mail: exchanges@ejtn.eu



*Avec le soutien de l'Union européenne
With the support of the European Union*

Annex 3



European Judicial Training Network

Exchange Programme

EXPENSE CLAIM FORM

I. Personal information

Surname: _____ First name(s): _____

Professional address: _____

Personal address: _____

Tel: _____ Fax: _____ Email: _____

Training period and institution: _____

Mandatory documents to be attached to obtain reimbursement of expenses:

- report of the exchange;
- summary of the report in English or in French;
- evaluation form;
- a copy of the airline, train or bus tickets or, **if you travelled in your own car**, a document provided by the railway company, a travel agency or a print-out from the Internet, providing the price of the corresponding costs of a first-class train ticket;
- a copy of your boarding cards;
- a copy of the invoice from the airline, train or bus tickets (or any document providing ticket costs)

II. Complementary payment of the per diem

Advance received: Yes No

III. Statement of travel expenses (to complete only if the participant paid for his/her own travel costs)

Details of expenses (on the basis of supporting documents):

Total cost of travel: [Amount in Euro] _____

I am making a claim for the payment of the sums that are due, as well as the transfer of this amount into the bank account indicated in my travel order (if your bank details have changed, please specify IBAN and BIC of your new bank account).

I hereby certify that the information provided is true and correct and that I have not omitted any essential elements.

Done in: _____ Date: _____ Signature : _____

Please send this document to the EJTN within one month after the training period:

by post: European Judicial Training Network or by e-mail: exchanges@ejtn.eu
Square Marie-Louise 43
B-1000 Bruxelles



With the support of
the European Union

Annex 4

DOCUMENTS FOR PARTICIPANTS (JUDGES AND PROSECUTORS)



European Judicial Training Network

Exchange Programme for Judicial Authorities

STANDARD REPORT

Please download this document from the EJTN website (www.ejtn.eu) and return it duly completed to the EJTN (exchanges@ejtn.eu) within one month after the training period

I) Participant's details

Surname:

First name(s):

Nationality:

Judge or Prosecutor:

Length of service:

Functions:

II) Details of the exchange

Country:

City:

Court:

Dates of the exchange:

Name of the referent:

III) Brief description of the exchange

(please attach any relevant documentation: schedule...)

IV) Institutions, legal system and judicial practice of the host country

1. Institutions

2. Aspects of national law

3. Judicial practice

4. With regard to the activities you took part in during the exchange, please develop on one or several of the following points: access of citizens to justice; alternative dispute resolution methods; parental responsibility; the implementation of maintenance obligations; the fight against terrorism; the fight against financial crime; international judicial cooperation, fair trial within the meaning of the European Convention for the Protection of Human Rights and Fundamental Freedoms...

V) Did you observe the implementation of Community instruments? Which? (please explain)

VI) What were the benefits of your training period with respect to professional practice, mutual trust, mutual recognition of judicial decisions, the building of a common judicial culture?



Avec le soutien de l'Union Européenne



European Judicial Training Network

Exchange Programme for Judicial Authorities

SUMMARY OF THE REPORT

This summary will be published on the website of the European Judicial Training Network with your authorisation. It should be drafted, if possible, in French or in English and should contain the main elements of your report.

I) Participant's details

Surname:

First name(s):

Nationality:

Functions (please specify the speciality):

Judge Prosecutor

.....

Length of service:

II) Details of the exchange

Country:

City:

Court:

Dates of the exchange:

Name of the referent:

Type of exchange:

General Specialised

III) Main topic (as regards the judicial organisation, judicial practices and the legal system) developed in the report

IV) Summary

- I hereby authorise the publication of this summary on the EJTN website, and if necessary, the report of the exchange.

On _____ in _____

Signature _____



With the support of the European Union



European Judicial Training Network

Exchange Programme for Judicial Authorities

EVALUATION OF THE EXCHANGE TO BE COMPLETED BY THE PARTICIPANT

Please download this document from the EJTN website (www.ejtn.eu) and return it duly completed to the EJTN (exchanges@ejtn.eu), as well as to the contact point in your country, within one month after the end of the exchange

I- DETAILS OF THE PARTICIPANT AND THE EXCHANGE

Surname:

First name(s):

Nationality:

Functions:

Length of service:

Location of the exchange:

Date of the exchange:

Name of the referent(s) in the host jurisdiction:

Did you host a judge/prosecutor in the framework of previous Exchange Programmes?

Yes

No

II- THE EXCHANGE:

How would you rate the following aspects of the exchange:

A- Duration:

Sufficient

Insufficient

B- Your participation in the activity of the host jurisdiction:

Very satisfactory

Satisfactory

Unsatisfactory

C- Your knowledge of the institutions and law of the host country:

Very satisfactory Satisfactory Unsatisfactory

D- Your improved knowledge of Community instruments:

Very satisfactory Satisfactory Unsatisfactory

Observations : _____

III- LANGUAGE

A- Were your language skills sufficient to enable you to benefit fully from the exchange?

Yes No

B- Was your exchange organised in the language of the host country?

Yes No

If no, in your opinion, did this prevent you from benefiting fully from the exchange?

Yes No

Observations : _____

IV- THE PRACTICAL ORGANISATION OF THE EXCHANGE

A- The welcome in the host country:

Very satisfactory Satisfactory Unsatisfactory

B- Transport:

Very satisfactory Satisfactory Unsatisfactory

C- Accommodation:

Very satisfactory Satisfactory Unsatisfactory

V- THE EDUCATIONAL CONTENT OF THE EXCHANGE

A- The preparation of your exchange:

Very satisfactory Satisfactory Unsatisfactory

If unsatisfactory, why?

B- During the exchange:

1. Did you take an oath?

Yes No

2. Did you participate in hearings alongside judges?

Yes No

3. Did you have access to files?

Yes No

4. Were you present at the court's deliberations?

Yes No

5. Were you put in contact with other judicial authorities?

Yes No

C- Was the documentation which was distributed to you:

Very satisfactory Satisfactory Unsatisfactory

Inventory of public documentation received that could be widely diffused:

-
-
-
-
-
-

VI- THE FOLLOW-UP OF THE EXCHANGE

A- How do you intend to build on this experience as regards your professional practice?

B- Do you expect to host colleagues whom you met during your exchange in your country?

Yes

No

C- Do you agree to be registered in the mailing list of the EJTN interactive forum in order to exchange practical experience with other European judges and prosecutors?

Yes

No

VII- GENERAL EVALUATION

A- What is your overall assessment of the programme in which you participated?

Very satisfactory

Satisfactory

Unsatisfactory

B- In your view, should this type of programme be continued in future years?

Yes

No

General observations and suggestions for future Exchange Programmes:



With the support of the European Union

Annex 5



European Judicial Training Network

Exchange Programme for Judicial Authorities

GUIDELINES FOR REFERENTS FOR THE ORGANISATION OF EXCHANGES AT COURTS/PROSECUTION OFFICES

A. General framework of the exchanges

The participant agrees to respect the general conditions of the Programme, in particular, the training schedule and its pedagogical content.

In principle, the exchange is organised during the working days of the host country. The participant must respect the same working hours of the colleagues of the hostcourt.

The expenses of participants during the exchange (accommodation, meals, local travel, sundry expenses) are borne by the EJTN through a daily *per diem* allowance, the amount of which is determined by the European institutions. The travel expenses of the participant (from their country of origin to the host country) are provided by the EJTN up to a maximum of €400.

The participant must check with his/her employer that he/she will remain covered during the whole period of training by the social security scheme applicable to the concerned national administration and that the latter will support the expenses incurred abroad.

The participant must be insured against accident, death and invalidity risks.

B. Preparation of the exchange

1. Making contact with the participant

This is made as soon as the point of contact of your country sends you the application of the European participant who will be coming to your court. The latter is invited to make contact with you as soon as possible in order to concretely organise the exchange, in particular, to fix the dates and to specify their wishes with regard to the content. If the participant fails to make contact, you are kindly asked to contact him/her directly.

2. Practical aspects

The participant is responsible for the reservation of his/her hotel in the host country. He/she may ask you for some advice on this issue.

3. Elaboration of the programme of the exchange

In order for the participant to prepare for the exchange, you are kindly asked to establish a programme for the exchange in line with the wishes expressed by the latter, as well as the possibilities and opportunities offered at your court.

The main objective of the Exchange Programme is in fact to enable the participants to share the work of their counterparts in another EU country or candidate country, to familiarise themselves with a judicial system other than their own, to understand how it works and thus to assess their own professional practices, deontology, as well as the way they deal with the main societal issues.

It would also be useful for the participant, if possible, to attend court hearings, to examine the files and to be able to discuss cases with colleagues in the host jurisdiction. In addition, visits could be made to other judicial authorities (for example, at the Court of Appeal if the participant is doing his/her exchange in a first instance court), other institutions (for example, public bodies) or other legal professionals (lawyers, bailiffs...). However, these visits should only be conceived as additional to the time spent in court.

4. Documentation

Before the exchange, the EJTN will provide the participant with information on the main judicial institutions of the host country of the Exchange Programme partner in the “Exchange Programme” section of its website (www.ejtn.eu).

It would also be appreciated if you could send the participant, as soon as possible before the exchange, some documentation that may include information on the following:

- the town and the host court;
- the organisation of the judicial system in your country;
- the main subjects to be covered during the exchange (scholarly articles, case law, legal texts...);
- a list of the judicial and jurisdictional terms that could be useful for the participant, if it exists.

C. After the exchange

1. Evaluation

You are kindly requested to fill in the evaluation form on the exchange. This form may be downloaded from the EJTN website at the following address:

http://www.ejtn.net/www/en/html/nodes_main/4_2379_453_en.htm

2. Follow-up to the exchange

A forum - with restricted access to the Exchange Programme actors – is now open on the EJTN website (www.ejtn.eu) in order to enable everyone (participants, referents...) to communicate, as well as to keep in contact and to continue to exchange their experiences.

Annex 6



European Judicial Training Network

Exchange Programme for Judicial Authorities

EVALUATION OF THE EXCHANGE TO BE COMPLETED BY THE REFERENT

Please download this document from the EJTN website (www.ejtn.eu) and return it duly completed to the EJTN (exchanges@ejtn.eu), as well as to the contact point in your country, within one month after the end of the exchange

I) DETAILS OF THE REFERENT AND THE EXCHANGE

Referent's surname:

First name(s):

Nationality:

Functions:

Length of service:

Location of the exchange:

Date of the exchange:

Name of the participant hosted:

II) THE INTERNSHIP:

How would you rate the following aspects of the exchange:

Duration:

Sufficient Insufficient

The participant's motivation:

Very satisfactory Satisfactory Unsatisfactory

The participant's linguistic skills:

Very satisfactory Satisfactory Unsatisfactory

If the exchange was conducted in the official language of the host country, was the participant's involvement in the work of the jurisdiction:

Very satisfactory Satisfactory Unsatisfactory

If the exchange was not conducted in official language of the host country, was the participant's involvement in the work of the jurisdiction:

Very satisfactory Satisfactory Unsatisfactory

Observations, if any, on the above points:

III- THE PREPARATION OF THE EXCHANGE

Observations on the preparation of the exchange and the support provided to the participant (difficulties encountered, suggestions for future exchange programmes):

IV- GENERAL EVALUATION

A- What is your overall evaluation of the exchange programme?

Very satisfactory Satisfactory Unsatisfactory

B- In your view, should this type of programme be continued in the future?

Yes No

C- Do you agree to be registered in the mailing list of the EJTN interactive forum in order to exchange practical experience with other European judges and prosecutors?

Yes No



With the support of the European Union

Annex 7



European Judicial Training Network

Exchange Programme for Judicial Authorities (2008)

APPLICATION FORM (JUDICIAL TRAINERS)

Please complete the form *electronically* (available on the EJTN website at: www.ejtn.eu) in one of the two official languages of the EJTN (English or French) and return it by 31st December 2007 to the contact point of the EJTN partner in your own country for the implementation of the Exchange Programme.

Surname :	First name(s) :
Functions : Trainer ◇ at the national level ◇ at the decentralised level	
Institution :	
Length of service :	

I. TRAINING PREFERENCES :

1. Destination

List of participating countries and training languages¹

AUSTRIA	German
BELGIUM	French, Dutch
BULGARIA	Bulgarian (English*, French*, German*)
CROATIA	Croatian (English*)
CZECH REPUBLIC	Czech (English*)
FRANCE	French
GERMANY	German
ITALY	Italian
LATVIA	Latvian (English*)
NETHERLANDS	Dutch
POLAND	Polish (English*)
PORTUGAL	Portuguese
ROMANIA	Romanian (English*, French*)
SLOVAKIA	Slovakian (English*, German*)
SPAIN	Spanish
SWEDEN	Swedish.

¹ This list is subject to modification: please visit the Exchange Programme section on the EJTN website (www.ejtn.eu) where you may find an updated list.

*Other possible languages but not used for training sessions.

Please specify your training preferences in the following table (2 choices are possible) :

	1st Choice	2 nd Choice
Country		
Training language		
Length of training - 1 week (5 working days) - 2 weeks (10 working days)		
Preferred training period (from 3rd March to 31st December 2008)		

3. Type of training

<p><u>In which institution would you like to undertake your training ?</u></p> <p>Judicial training institution</p> <p><input type="checkbox"/> at the national level <input type="checkbox"/> at the decentralised level</p> <p><u>What kind of training would you like to receive?</u></p> <p><input type="checkbox"/> General training</p> <p><input type="checkbox"/> Specialised training</p> <p>➤ Area of specialisation :</p>
--

II. LANGUAGE SKILLS (if possible, please join a certificate or any useful document)¹

NB: proficiency in the working language stipulated by the host country is an essential condition for the selection of the applications.

Please, indicate your level of proficiency in the language spoken in the host country:
(1: low; 2: fair; 3: good; 4: bilingual)

Written: 1 2 3 4

Spoken: 1 2 3 4

¹ In addition to certificates delivered by language training institutes, it is also possible to obtain a basic evaluation on a certain number of websites : <http://www.lang.ox.ac.uk/tests/>; <http://www.transparent.com/tlquiz/proftest/index.htm>; <http://englishenglish.com/englishtest.htm>

Please, indicate if you know any other language and your proficiency level:

Language 1:

Written: 1 2 3 4
Spoken: 1 2 3 4

Language 2:

Written: 1 2 3 4
Spoken: 1 2 3 4

Language 3:

Written: 1 2 3 4
Spoken: 1 2 3 4

III. MOTIVATION

Please indicate your motivation and your expectations concerning the Exchange Programme implemented by the European Judicial Training Network (maximum 1 page):

IV. ADMINISTRATIVE INFORMATION

<input type="checkbox"/> Mrs	<input type="checkbox"/> Ms	<input type="checkbox"/> Mr
Surname:		
First name(s):		
Nationality:		
Institution:		
Professional address:		
Personal address:		
Tel: office:	home:	
E-mail (mandatory):		
Fax:		



With the support of the European Union

Annex 8

DOCUMENTS FOR PARTICIPANTS (TRAINERS)



European Judicial Training Network

Exchange Programme for Judicial Authorities

STANDARD REPORT (TRAINERS)

Please download this document from the EJTN website (www.ejtn.eu) and return it duly completed to the EJTN (exchanges@ejtn.eu) within one month after the end of the exchange

I Details of the participant

Surname:	First name:
Nationality:	
Function in the country of origin:	
Trainer at:	<input type="checkbox"/> national level
	<input type="checkbox"/> decentralised level
E-mail address:	

II Details of the exchange

Host country:	City:
Host institution:	
Period of the exchange:	

III Report on the host country’s judicial training system

A) Did the exchange enable you to gain a better understanding of the host country’s judicial training system?

◇ Yes ◇ No

Observations.....
.....
.....

B) Please give a brief description of this system? (please attach any useful documentation)

.....
.....
.....
.....
.....
.....
.....
.....
.....
.....
.....

C) How would you compare your own system to the system of your host country?

.....
.....
.....
.....

D) Which organisational methods and educational tools (...) did you find particularly interesting and should, in your opinion, be disseminated more widely in Europe?

.....
.....
.....
.....
.....

E) Did you note in particular any methods or practices which in your view represent a more effective way of:

a. making the best use of Community instruments in order to reinforce the confidence necessary for the mutual recognition of judicial decisions?

◇ Yes ◇ No

Observations.....
.....
.....
.....
.....

b. implementing the core principles of a fair trial within the meaning of the European Convention for the Protection of Human Rights and Fundamental Freedoms?

◇ Yes ◇ No

Observations.....
.....
.....
.....
.....



European Judicial Training Network

Exchange Programme for Judicial Authorities

SUMMARY OF THE REPORT (TRAINERS)

This summary will be published on the website of the European Judicial Training Network with your authorisation. It should be drafted, if possible, in French or in English and should contain the main elements of your report.

I) Trainer's details

Surname:

First name(s):

Nationality:

Functions:

Level:

National Decentralised

.....

Length of service:

II) Details of the exchange

Country:

City:

Training institution:

Dates of the exchange:

Name of referent(s):

Nature of exchange:

National Decentralised

Type:



European Judicial Training Network

Exchange Programme for Judicial Authorities

EVALUATION OF THE EXCHANGE TO BE COMPLETED BY THE TRAINER PARTICIPANT

Please download this document from the EJTN website (www.ejtn.eu) and return it duly completed to the EJTN (exchanges@ejtn.eu), as well as to the contact point in your country, within one month after the end of the exchange

I DETAILS OF THE PARTICIPANT AND THE EXCHANGE

Surname:

First name(s):

Nationality:

Functions:

Length of service:

Location of the exchange:

Date of the exchange:

Name of the referent(s) in the host judicial training institution:

II PRACTICAL EVALUATION

A) Was this the first time that you took part in an exchange with another judicial training institution?

Yes No

If not, please specify your other experiences:

.....
.....
.....
.....

B) Did you host a judge/prosecutor/trainer in the framework of previous Exchange Programmes?

Yes No

If yes, please indicate your observations.....
.....
.....

C) What were your expectations prior to your departure?
.....
.....
.....

D) Did the exchange satisfy your expectations?

◇ Yes ◇ No

(Reasons)
.....
.....
.....

E) Were you involved in:

- ◇ The initial training of future judges and public prosecutors?
- ◇ The on-going training of magistrates?
- ◇ Both?

F) Do you believe that it would be useful to take part in workshops or specialised activities relating to subjects of interest for professional reasons during the exchange?

◇ Yes ◇ No

(Reasons)
.....
.....
.....

III EDUCATIONAL EVALUATION

A) How would you rate:

– The duration selected – one or two weeks

◇ Very satisfactory ◇ Satisfactory ◇ Unsatisfactory

– Your activity in the host institution

◇ Very satisfactory ◇ Satisfactory ◇ Unsatisfactory

– Your knowledge of the institutions and law of the host country

◇ improved ◇ unchanged

- Your knowledge of Community instruments

◇ improved ◇ unchanged

B) Did you contact the host institution prior to your departure?

◇ Yes ◇ No

If so, do you believe that this contact was useful?

Please elaborate:

.....
.....
.....
.....
.....

C) The practical organisation of the exchange

- The welcome in the host country

◇ Very satisfactory ◇ Satisfactory ◇ Unsatisfactory

- Transport

◇ Very satisfactory ◇ Satisfactory ◇ Unsatisfactory

- Accommodation

◇ Very satisfactory ◇ Satisfactory ◇ Unsatisfactory

- Support during the exchange

◇ Very satisfactory ◇ Satisfactory ◇ Unsatisfactory

- The documentation

◇ Very satisfactory ◇ Satisfactory ◇ Unsatisfactory

- Other observations

.....
.....
.....

c. This year's Exchange Programme is also intended to enhance the information available on the EJTN website; to that end, do you agree to be included in the trainers' mailing list (of the EJTN interactive forum) and exchange your practical experience and impressions of different judicial training methods in Europe?

Yes

No

V FINAL OBSERVATIONS

A – What is your overall assessment of the programme in which you participated?

Very satisfactory

Satisfactory

Unsatisfactory

B – In your view, should this type of programme be continued next year?

Yes

No

Observations, suggestions and/or proposals

.....
.....
.....
.....
.....
.....



With the support of the European Union

Annex 9



European Judicial Training Network

Exchange Programme for Judicial Authorities

EVALUATION OF THE EXCHANGE TO BE COMPLETED BY THE REFERENT(S) OF THE HOSTING JUDICIAL TRAINING INSTITUTE

Please download this document from the EJTN website (www.ejtn.eu) and return it duly completed to the EJTN – Exchange Programme Team (exchanges@ejtn.eu), as well as to the contact point in your country, within one month after the end of the exchange

I) DETAILS OF THE REFERENT AND THE EXCHANGE :

■ Host judicial training institute :

Town :

Level : national decentralised

■ Exchange Period :

Referent(s) Name(s)	Functions	Length of Service

■ Hosted Trainer's Surname and First Name(s):

■ Hosted Trainer's Functions :

Level : national decentralized

II) THE EXCHANGE:

How would you rate the following aspects of the exchange?

Duration :

Sufficient Insufficient Excessive

The trainer's motivation :

Very satisfactory Satisfactory Unsatisfactory

Please indicate briefly the main activities carried out during the exchange of the participant trainer:

.....
.....

The trainer's linguistic skills:

Very satisfactory Satisfactory Unsatisfactory

Observations :

.....
.....

III- THE PREPARATION OF THE EXCHANGE

Observations on the preparation of the exchange and the support provided to the participant (preliminary contacts, planning of the activities, difficulties encountered, suggestions for future exchange programmes):

.....
.....
.....

IV- GENERAL EVALUATION

A- What is your overall evaluation of the Exchange Programme ?

Very Satisfactory Satisfactory Unsatisfactory

B- In your view, should this type of programme be continued in the future?

Yes No

C- Do you agree to be registered in the mailing list of the EJTN interactive forum in order to exchange practical experience with other European judges/prosecutors/trainers?

Yes No



With the support of the European Union