

Exchange Programme for Judicial Authorities (2022)

BILATERAL EXCHANGES FOR COURT STAFF BETWEEN COURTS/PROSECUTION OFFICES OF THE EU MEMBER STATES

CALL FOR APPLICATIONS

Subject

The European Judicial Training Network is launching a call for applications for the organisation of bilateral exchanges for court staff between Courts/Prosecution Offices of the EU Member States (EU MS) in the framework of the Exchange Programme for Judicial Authorities 2022.

The main objective of the EJTN Exchange Programme is to develop mutual trust between judicial authorities and the feeling of belonging to a common European judicial area to promote the mutual recognition of judicial decisions by getting to know each other better and working together.

In a bilateral exchange, one court/prosecution office from an EU MS sends a delegation of court staff to the corresponding court/prosecution office of the other EU MS, who acts as the hosting institution.

Hosting agreement

Having established a reliable contact with the hosting institution proved as crucial for the implementation of a bilateral exchange in the past. A hosting agreement in the form of the template available online shall therefore be included in the application submission.

Reciprocity

A bilateral exchange does not imply automatic reciprocity. When reciprocity in bilateral exchanges is desirable, it is not compulsory. Projects for a bilateral exchange with reciprocal visits must include a formal declaration from both parties involved that all necessary measures have been taken to ensure their participation as visiting and as hosting court/prosecution office alike.

Format

- Length: five working days (possibility to reduce to three full working days upon request);
- Size and composition of the groups: the delegations shall be composed of 5 participants. The delegations **must** comprise court staff only;
- Language: the working language shall be determined by the courts/prosecution offices involved in the exchange. Interpretation costs will not be covered by EJTN.

Eligible countries

Bilateral exchanges can involve courts/prosecution offices of all the Member States of the European Union except for Denmark.

Application procedure

The call for applications is disseminated through the national contacts points of the EJTN Exchange Programme in the EU MS.

Applications shall be made by the court/prosecution office willing to visit the partner court/prosecution office. Should both involved courts/prosecutions offices want to visit each other in the same year (reciprocal visits), they must both submit an application.

The applications and all accompanying documents shall be sent by email to the National Training Institutions who make a pre-selection to be submitted to the EJTN.

Interested courts/prosecution offices are invited to submit a detailed project including the following minimum items:

- The application form, completed and signed by the applying court;
- Hosting agreement duly filled and signed by the court/prosecution office with which the exchange is to take place (the corresponding court/prosecution office in the other EU MS shall be identified prior to the application);
- Confirmation that the national contact point of the host country has been informed about the exchange project.

Financial conditions

Bilateral exchanges for court staff of the EU MS will be governed by the financial conditions of the EJTN Exchange Programme. Each visiting participant will receive a per diem for his/her subsistent expenses during the stay abroad and will be reimbursed for their travel expenses in line with the Financial Conditions 2022. The costs of the hosting courts/prosecution offices will not be covered by EJTN.

Evaluation

A report and evaluation have to be submitted by the concerned court staff participants after the exchange. In order to have a complete view, the report shall contain information derived from the assessment provided by the visiting group, the hosting group and the hosting institution.

Further information about how to draft the report will be provided to the participating delegations prior to their exchange.

Calendar

The exchanges will have to take place in 2022 and finish no later than 31 December 2022.