



Court staff categories in the EU

France

Information provided by: École nationale des Greffes

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DESCRIPTION OF CATEGORIES OF COURT STAFF in France

1. Court staff category / profession

Name of Court Staff Category	In French: Greffier de tribunal de commerce salarié
	In English: Employee court and trade registrar
Legal basis / regulatory documents	Code de Commerce , Arts L 741-1 and seq., Arts 741-1 and seq.

2. Access to the category / profession

Main Access conditions	<p>Qualifications:</p> <ul style="list-style-type: none"> • None • Secondary-school/high school diploma • Higher education degree in law • Higher education master in law • Higher education state diploma in law <p>Aspects of EU law: not known</p>
Access process	<p>Recruitment procedure: takes place at court level</p> <ul style="list-style-type: none"> • Interview with the Head of Court
Alternative access	Transfer routes from other professions: Yes

routes	<ul style="list-style-type: none"> • Apprenticeship in lieu of a degree • Transfer routes from other professions
<i>3. Responsibilities / Duties</i>	
General responsibilities	<ul style="list-style-type: none"> • Specific competences regarding judicial decisions • Procedures • Administrative tasks • Assistance to the judiciary in drafting decisions <p>Greffiers are responsible for receiving persons, answering phones, mastering IT tools and keeping of registers</p> <p>This court staff category plays an important role in:</p> <ul style="list-style-type: none"> • Commercial law and procedures (cross-border commercial procedures) • Service of judicial and extra-judicial documents • Administrative law and procedures • Enforcement of court decisions • Assistance to judges and/or public prosecutors • Management of Courts (E-justice, Data protection, Authentication of judicial and extra-judicial documents, Court programming/management of court agendas, Human Resources/personnel issues, Budget, Health & safety, building administration)
Role in process with EU law aspects	Aspects of EU law: are becoming more important as more EU legislative instruments are being adopted
<i>4. Organisation of the category / profession</i>	
Organising Structure	Conseil national des greffiers des tribunaux
Institution in charge of training activities	The Conseil national des greffiers des tribunaux is in charge of organising training activities for this court staff category
Training providers	
numbers	2-5 national private sector structures

		2-5 regional private structure structures
	types	Private sector structure
	Name(s)	
Professional organisation(s)		<ul style="list-style-type: none"> • OPCA PL (Organisme Paritaire Collecteur Agréé des Professions Libérales) • syndicates

Source: Pilot Project - European Judicial Training: "*Lot 3 – State of play of training of court staff in EU law and promotion of cooperation between training providers at EU level*", carried out by the European Institute of Public Administration (EIPA) together with a consortium