



Court staff training systems in the EU

Poland

Information provided by: **National School of Judiciary and Public Prosecution (Krajowa Szkoła Sądownictwa i Prokuratury)** May, 2014

DESCRIPTION OF THE NATIONAL TRAINING SYSTEM FOR COURT STAFF in Lithuania

1. Training of court staff

<p>Legal basis/ regulatory documents on training</p>	<p>In English:</p> <p>Act of 23 January 2009 on National School of Judiciary and Public Prosecution</p> <p>In Polish:</p> <p>USTAWA z dnia 23 stycznia 2009 r. o Krajowej Szkole Sądownictwa i Prokuratury</p>
<p>Categories/ professions concerned</p>	<ul style="list-style-type: none"> • Court secretaries (Urzędnik sądowy) • Judge assistants (asystent sędziego) • Senior Judicial Clerks (referendarz sądowy - equivalent to the German "Rechtspfleger")

2. Induction period

<p>Is there an induction period?</p>	<p><u>Judge assistants:</u></p> <p>NO – Currently, there is no obligation to complete any initial training to become judge assistant. The only prerequisite is to hold a law degree and to pass the recruitment tests at the Court which is recruiting.</p> <p>You do not have to participate in this procedure if you passed one of the professional exams (for legal advisers, barristers, prosecutors, judges, notaries) or graduated from KSSiP general initial training.</p>
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	<p><u>referendarz sądowy:</u></p> <p>YES - 12-month induction period (see below: length)</p> <p>Must graduate from KSSiP general initial training, so there is initial training for them, or pass one of above mentioned exams (in that case there is no special induction period for them, but they have to complete one of the professional legal trainings).</p> <p>You do not have to participate in it if you completed general initial training or initial training for judges or prosecutors.</p> <p><u>Court secretaries:</u></p> <p>YES - 6 months on-the-job training after which they have to pass an internal post-induction period test organised by the Court which recruits them</p>
Structure responsible for rules	<ul style="list-style-type: none"> • National Ministry of Justice: The Ministry sets the budget limits and the Presidents of the national courts decide on the number of people to recruit, based on the available budget
Compulsory	NO
Description	<p>Length:</p> <ul style="list-style-type: none"> • Referendarz sądowy: Following recruitment court staff participate in on-the-job training (lasting 12 months) during the first 2 years of service • Court secretaries: 6-months on-the-job training for secretaries • Judge assistants: no induction period training
	<p>Form:</p> <ul style="list-style-type: none"> • Apprenticeship in courts • On the job training • Training on legal professional skills (for <u>referendarz sądowy who are trained at KSSiP</u>)
	<p>Set Curriculum & main topics:</p> <p><u>Referendarz sądowy:</u></p> <p>Initial training is organized by KSSiP.</p> <p>There is a set curriculum including EU content, linguistic training etc.</p>

	<p><u>Court secretaries and judge assistants:</u></p> <p>No set curriculum, only on-the-job-training</p> <p>EU law content: YES</p> <ul style="list-style-type: none"> • The induction period includes EU law content (for referendarz sądowy) • There is probably no EU law content in on-the job training (with the exception of court staff working for an international cooperation structure).
Options	Linguistic training: NO
	Training in another MS: NO
3. Continuous training system	
Continuous training available?	YES
Financial support by	<ul style="list-style-type: none"> • National training provider (KSSiP) • Ministry of Justice • Local court
Specificities	Compulsory: NO
	<p>Training method:</p> <ul style="list-style-type: none"> • Attending face-to-face training sessions • Completing distance training sessions • Completing blended-learning activities
	<p>Continuous training programme: YES</p> <p>Available</p> <ul style="list-style-type: none"> • at regional level • at national level
	<p><u>Includes EU law aspects:</u> YES</p> <p>Training activities regarding</p> <ul style="list-style-type: none"> • EU cross-border judicial procedures

Training in another MS as part of continuous training:	NO Conditions to fulfill: N/A
Participation in training activities taking place in another MS	NO Reasons: It is too costly
	Specific conditions: N/A
	Exchanges: N/A
Continuous training impact on professional evaluation of a person	NO
4. Evaluation of training activities	
Regarding induction period training activities	N/A
Regarding continuous training activities	YES Responsible structure and procedure: Evaluation is made by KSSiP via questionnaires
5. Assessment of needs	
Assessment scheme description	YES Responsible structure and procedure: Evaluation is made by KSSiP via questionnaires filled-in by court staff and managers

6. Foreseen reform

N/A

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