



Court staff categories in the EU

Czech Republic

Information provided by: Judicial Academy (training organiser or training provider)

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DESCRIPTION OF CATEGORIES OF COURT STAFF in Czech Republic

1. Court staff category / profession

Name of Court Staff Category	In Czech: Vyšší soudní úředník / vyšší úředník státního zastupitelství
	In English: Higher court clerk / higher clerk of prosecution office
Legal basis / regulatory documents	<ul style="list-style-type: none"> • Act No 121/2008 as amended • Act 163/2013 Sb

2. Access to the category / profession

Main Access conditions	<p>Qualifications:</p> <ul style="list-style-type: none"> • Secondary school/high-school diploma • Higher education degree in law • Higher education master in Law <p>Aspects of EU law: are compulsory</p>
Access process	<p>Recruitment procedure: the recruitment procedure takes place at court level</p> <ul style="list-style-type: none"> • Interview by the Head of Court
Alternative access	Transfer routes from other professions: Yes – Graduate from the

routes	Faculty of Law (Master Degree)
<i>3. Responsibilities / Duties</i>	
General responsibilities	<ul style="list-style-type: none"> • Specific competences regarding judicial decisions • Administrative tasks <p>This court staff category plays an important role in:</p> <ul style="list-style-type: none"> • Civil law and procedures • Commercial law and procedures • Criminal law and procedures • Enforcement of court decisions • Rights of the victim • Assistance to judges and/or public prosecutors • Data protection
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	<p>Court</p> <p>Prosecution offices</p> <p>Ministry of Justice</p> <p>Website: http://portal.justice.cz</p>
Training providers	
numbers	1 National level structure
types	Public sector structure
Name(s)	<p>Training is provided by the Judicial Academy (State body)</p> <p>In Czech: Justiční akademie</p>
Professional organisation(s)	Unie VSÚ (professional body) - Union of Higher Court Clerks

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