

**Contact Points**

There is one contact point for each of the United Kingdom's four legal jurisdictions. As each jurisdiction is separate there is no overlap in the work of these contact points who each have sole responsibility for the Network in their jurisdiction. Queries through the EJM should be directed to the relevant contact point for the jurisdiction concerned.

The contact point works within the Northern Ireland Department for Justice. The contact point does not work full time on Network matters, but can call on the assistance of a number of operational and policy colleagues when dealing with Network business. The work of the network is combined with a number of other tasks.

**The functioning of the EJM in Northern Ireland**

There is no formal national network within Northern Ireland. Within the Department for Justice, however, a network of people who are experts in particular policy areas has been developed. The contact point also has a number of established contacts in other relevant Departments to whom queries, which fall outside the remit of the contact point's Department, can be addressed. As Northern Ireland is a small jurisdiction, the contact point has a well-established network of internal contacts that can assist with most queries and information requests received.

The most effective means of conveying requests and information is via e-mail. This enables messages to be forwarded, in particular to outside contacts, quickly and in full, thus ensuring that relevant personnel have the necessary information to assist them in answering queries.

The contact point ensures that relevant policy, administrative or judicial experts are consulted when queries are received and before relevant meetings of the Network. Notes of meetings and relevant action points are disseminated as appropriate.

**Providing information**

There is no national website for the EJM in Northern Ireland. Information is provided through other existing sites. Reference is increasingly made to the e-Justice portal. The contact point has worked with others, who provide sources of information, including the Northern Ireland Courts and Tribunals Service (<https://www.justice-ni.gov.uk/topics/courts-and-tribunals>), as its public website includes information relating to the work of the Network for example, information on enforcement of foreign judgements, European Small Claims and Order for Payment procedures, etc. The Northern Ireland Government website (<http://www.nidirect.gov.uk>) also contains information on the European Small Claims Procedure.

Opportunities are taken to raise awareness of the EJM and the pages of the e-Justice portal at appropriate meetings and conferences and in relevant publications.

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