

**ASSER**  
INSTITUTE

*Centre for International & European Law*



Ministry of Foreign Affairs

## **Matra Pre-Accession Training on Rule of Law (MATRA PATROL)**

**Strengthening government institutional capacity in the  
area of the Rule of Law**

**10 day training programme on the subject**

# **Administration of Justice**

**for a total of 25 civil servants from the following countries:**

**Albania, Bosnia-Herzegovina, Kosovo, Macedonia,  
Montenegro, Serbia and Turkey**

**4 – 14 October 2015**

**The Hague, the Netherlands**

**Developed and delivered by: T.M.C. Asser Instituut [www.asser.nl](http://www.asser.nl)**

**Financed by: The Netherlands Ministry of Foreign Affairs**

**This training programme is one of a series of eight individual training  
programmes being delivered per year in the period 2012-2015**

## **Core Information**

### **This training on the Administration of Justice is intended for:**

Senior Civil Servants, Judges, Public Prosecutors and Officers employed by the national Ministries of Justice/(semi) governmental organisations (courts and prosecution services) and charged with the development of the organisation of the judicial procedure in their respective countries are invited to apply. Key experts will be selected who are capable of delivering a valuable contribution to this process and in a position to apply and make sustainable the newly gained knowledge and insights in their respective organisations.

The maximum number of participants is 25. The total will represent a balance in the number of participants from the individual countries.

### **Objectives:**

The general aim of this training programme is to stimulate and support the Government of the Netherlands' policy on European integration by aiding and promoting institutional capacity-building in the fields of the *Rule of Law* within government organisations in the target countries by sharing the necessary knowledge and skills with policy advisors, members of the judiciary and other civil servants working in the justice sector and helping them to lead and inspire the modernisation of the judicial systems of their home countries building from the Dutch experience (*strict and fair*).

The secondary objective of the training is the creation of networks among the participants and between the participants and the (guest) lecturers and relevant government departments in order to promote the transfer of knowledge and the strengthening of local expertise in the various areas of policy; to stimulate collaboration amongst participants and participants and lecturers; to promote the development of sustainable, national and transnational networks of experts, enabling the local experts, possibly together with consortium partners, to train new experts in the region (train-the-trainer component).

<b>Eligible countries:</b>	Albania, Bosnia-Herzegovina, Kosovo, Macedonia, Montenegro, Serbia and Turkey.
<b>Application deadline:</b>	2 August 2015
<b>Training period:</b>	4 – 14 October 2015
<b>Language:</b>	English
<b>Programme Costs:</b>	The Netherlands Government will provide full fellowships to selected participants. Each fellowship will cover the cost of international travel (economy), board and lodging, visa and insurance, tuition fees, lecture materials and excursions.
<b>Location:</b>	The Hague, the Netherlands
<b>Training venue:</b>	<a href="http://www.asser.nl">T.M.C. Asser Instituut</a> R.J. Schimmelpennincklaan 20-22 2517 JN The Hague <a href="http://www.asser.nl">www.asser.nl</a>
<b>Hotel accommodation:</b>	<a href="#">Hotel Court Garden</a> , The Hague (or similar)

## **Introduction**

A well-functioning and independent judicial system is a prerequisite for the Rule of Law. This requires that the administration of justice is carried out in an efficient manner, where all involved collaborate professionally, on the basis of transparency, impartiality and integrity thus ensuring legal certainty for everyone. A well-functioning judicial system requires strong institutions, capable of implementing the necessary means for protection of due process rights and principles of the rule of law. The EU Commission's country reports of the target countries criticise inefficient procedures; which reveal slow progress these last years in the implementation of the necessary measures for responsibility and the reform of administrative procedures as well as the impartiality of the judiciary. This training programme addresses organisational and policy related problems in order to improve institutional reform in the target countries.

## **Training programme goal**

The Administration of Justice training is characterised by an interactive and practical approach. The theoretical part aims to present and share knowledge and best practices from the Dutch judicial system enabling participants to use this experience to improve the judicial system in their home countries ahead of EU accession. Study visits and attending court sessions as well as the availability of practitioners for discussion will contribute to build networks and to gain more in depth knowledge. During the course personal competences will be furthered by training debating, writing and discussion skills.

## **Approach**

The training programme will have a practical and interactive character. This is in line with the objective to share knowledge and strengthen the co-operation between the public servants and magistrates of the participating countries.

## **Training programme structure**

The programme will stimulate much participant interaction and is built around three balanced, mutually supportive and integrated components, namely:

- Theory
- Practical Skills
- Study visits/social programme

On completion of the training, participants will:

- Have insight in actual developments that influence the field of justice-administration;
- Know how the Dutch administration of justice and judicial procedures are organised;
- Be able to use the acquired knowledge and best practices as a source of inspiration for dealing with challenges related to improving the access to justice in their own countries;
- Be trained in the practical application of specific subjects and in a number of needed practical skills;
- Have had the opportunity to share knowledge and experiences;
- Have had the opportunity to create new professional cross-border networking relations.

## Lecturers

All programme lecturers are carefully selected and have broad European experience, particularly in the target countries, with respect to the many aspects of legal reform. They have an open eye for differences in national systems and have a thorough understanding of and practical experience in the problems the participants face at home.

Lecturers are drawn from:

- The Ministries of Security and Justice and of Foreign Affairs of the Netherlands and other Dutch policy departments;
- Academic Institutions and NGOs;
- The courts and tribunals in The Hague.

## Admission Requirements

Important points on which the selection of participants will largely be based are:

- The applicant must be a professional working at a (semi) governmental organisation;
- The applicant should clearly demonstrate an immediate need for this specific training;
- The applicant should have experience with the current judicial practices and the many aspects of the judicial (legal) reform in his/her country;
- The applicant should command a good level of spoken and written English;
- The applicant should be highly motivated and enthusiastic;
- The applicant should be comfortable sharing his/her knowledge with fellow participants (solo presentation during the programme will be required);
- The applicant should have at least 3 years of working experience and preferably be in a decision-making function;
- Signed letter of recommendation of current employer.

## How to Apply

Please read the [admission requirements](#) carefully. Applicants who satisfy all of the requirements may proceed to complete the [application form](#).

Qualified applicants must obtain permission to attend this training programme and need to submit a signed letter of recommendation from their current employer/superior.

Applications should be submitted **before 2 August 2015**.

Only fully documented applications will be considered. Admission will be on a merit and competitive basis. The applicants will be selected by the applicant's National Government and the Embassy of the Kingdom of the Netherlands in the applicants' country. Staff at the Embassy will also assist with visa requirements where applicable.

Successfully uploaded applications will receive an automatic e-mail confirmation. Please contact [matrapatrol@asser.nl](mailto:matrapatrol@asser.nl) if you have not received an automatic e-mail within one hour.

Applicants will be informed of the result of their application some three to four weeks before commencement of the training programme.

## **T.M.C. Asser Instituut**

Located in the 'international zone' of The Hague – the City of Justice, Peace and Security, The T.M.C. Asser Instituut (1965) is a unique, strongly networked, inter-university centre. The Institute harbours extensive knowledge on actual developments in the law. This knowledge is created and maintained in the areas of public and private international law, European Law and International and European sports law. The Institute is specialised in research, training and education and valorisation. It is a leading and authoritative provider of quality (executive) education and training to students and professionals operating in the judicial sector with a focus on International Law. The T.M.C. Asser Instituut has a long and rich tradition in successfully developing and delivering topical and quality training programmes to participants from the (international) judiciary and civil servants.

Its core activities of fundamental and applied research, postgraduate education/ PhD candidate guidance, executive training, publishing and knowledge dissemination and valorisation are predominantly carried out from its premises in The Hague but the Asser Institute also delivers various services abroad (capacity building, technical support and "on demand" training).

Building on more than forty five years of experience, the institute has an excellent track record and real-world experience at national and international level in serving its diverse population of stakeholders (e.g. policy research for governments, capacity building in developing countries judiciaries and the development and delivery of innovative education models).

Website: [www.asser.nl/matrapatrol](http://www.asser.nl/matrapatrol)

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