



### Standard Programme for a session of the CEPEJ Road Show

*This programme can be adapted according to the national / local situation or specific needs.*

	Time: total about 3h30	Main content
1. Greetings	5 mn	<ul style="list-style-type: none"> <li>▪ thanks</li> <li>▪ aims of the seminar / organisation of the session</li> <li>▪ evaluation paper at the end of the session</li> </ul>
2. Presentation of CEPEJ	10 mn	<ul style="list-style-type: none"> <li>▪ In setting up the CEPEJ at the end of 2002, at the initiative of the European Ministers of Justice who met in London (2000), the Committee of Ministers of the Council of Europe wanted to establish an innovative body for improving the quality and efficiency of the European judicial systems and strengthening the court users' trust and confidence in such systems.</li> <li>▪ The CEPEJ is made up of representatives of the 47 member states of the Council of Europe and is entrusted with the following missions : <ul style="list-style-type: none"> <li>- to propose to the states pragmatic solutions as regards judicial organisation, taking fully into account court users (concept of "public service of justice"),</li> <li>- to enable a better implementation of the Council of Europe's standards in the justice field ("normative after sale service"),</li> <li>- to contribute toward relieving the case-load of the ECHR by providing states with effective solutions to prevent violations of the right to a fair trial within a reasonable time (Article 6).</li> </ul> </li> <li>▪ The CEPEJ is a privileged interlocutor of the European and international legal community, namely through cooperation with professional organisations which have been granted observer status, as well as with its networks of pilot courts and the Lisbon Network (judicial training schools).</li> <li>▪ The CEPEJ develops concrete measures and tools aimed at policy makers and judicial practitioners in order <ul style="list-style-type: none"> <li>- to analyse the functioning of judicial systems and orientate judicial policies</li> <li>- to promote the quality of the public service of justice</li> <li>- to facilitate the implementation of European standards</li> <li>- to support member states in their reforms of court organisation.</li> </ul> </li> </ul> <p><b>Reference documents:</b></p>

		<ul style="list-style-type: none"> <li>▪ <a href="#">CEPEJ's leaflet</a></li> <li>▪ <a href="#">Resolutions Res(2002)12</a></li> <li>▪ <a href="#">CEPEJ's Activity Programme</a></li> </ul>
<b>3. Selection of specific tools designed by CEPEJ: overview; how to use them in courts?</b>		
<b>3.1 Evaluation report of European judicial systems</b>	25 mn + 10 mn discussion	<ul style="list-style-type: none"> <li>▪ Aim of the report</li> <li>▪ Methodology used</li> <li>▪ Study of comparable countries (prepared by Jean-Paul Jean)</li> <li>▪ Going beyond the CEPEJ's report – some conclusions to be drawn (study session)</li> <li>▪ Some particularities of the host country</li> </ul> <p><b>Reference documents:</b></p> <ul style="list-style-type: none"> <li>▪ <a href="#">Topo CEPEJ report</a></li> <li>▪ <a href="#">European Judicial systems – Edition 2010</a></li> <li>▪ <a href="#">European judicial systems: an overview</a></li> </ul> <p><b>CEPEJ's web site:</b> <a href="http://www.coe.int/t/dghl/cooperation/cepej/evaluation/default_en.asp">http://www.coe.int/t/dghl/cooperation/cepej/evaluation/default_en.asp</a></p>
<b>3.2 CEPEJ Guidelines on judicial statistics (GOJUST)</b>	15 mn + 10 mn discussion	<ul style="list-style-type: none"> <li>▪ Aims and content of the CEPEJ Guidelines on judicial statistics (GOJUST)</li> <li>▪ How to collect the data needed?</li> <li>▪ What indicators of court performance are recommended?</li> <li>▪ How to apply them?</li> </ul> <p><b>Reference document:</b></p> <ul style="list-style-type: none"> <li>▪ <a href="#">CEPEJ Guidelines on judicial statistics (GOJUST) (CEPEJ(2008)11)</a></li> </ul> <p><b>CEPEJ's web site:</b> <a href="http://www.coe.int/t/dghl/cooperation/cepej/evaluation/default_en.asp">http://www.coe.int/t/dghl/cooperation/cepej/evaluation/default_en.asp</a></p>
<b>3.3 Time management checklist and SATURN Guidelines for Judicial Time Management</b>	15 mn + 15 mn discussion	<ul style="list-style-type: none"> <li>▪ Aims and content of the SATURN Guideline for Judicial Time Management (EUGMONT)</li> <li>▪ How to collect the data needed?</li> <li>▪ Aims and content of the Checklist</li> <li>▪ How to use the Checklist in courts?</li> </ul> <p><b>Reference documents:</b></p> <ul style="list-style-type: none"> <li>▪ <a href="#">SATURN Guidelines for Judicial Time Management (CEPEJ(2008)8Rev)</a></li> <li>▪ <a href="#">Time management checklist (CEPEJ(2005)12Rev)</a></li> </ul> <p><b>Other documents which can be mentioned:</b></p> <ul style="list-style-type: none"> <li>▪ <a href="#">Compendium of “best practices” on time management of judicial proceedings (CEPEJ(2006)13)</a></li> <li>▪ <a href="#">Time management of justice systems: a Northern Europe study - CEPEJ Studies No. 2</a></li> </ul>

		<ul style="list-style-type: none"> <li>▪ <u><a href="#">Length of court proceedings in the member states of the Council of Europe based on the case-law of the European Court of Human Rights - CEPEJ Studies No. 3</a></u></li> </ul> <p><b>CEPEJ's web site:</b> <u><a href="http://www.coe.int/t/dghl/cooperation/cepej/Delais/default_en.asp">http://www.coe.int/t/dghl/cooperation/cepej/Delais/default_en.asp</a></u></p>
<b>Break</b>	<b>20 mn</b>	
<b>3.4 Checklist for promoting the quality of justice and the courts</b>	15 mn. + 10 min for discussion	<ul style="list-style-type: none"> <li>▪ Aims and content of the Checklist</li> <li>▪ How to use the Checklist in courts?</li> </ul> <p><b>Reference documents:</b></p> <ul style="list-style-type: none"> <li>▪ <u><a href="#">Checklist for promoting the quality of justice and the courts (CEPEJ(2008)2)</a></u></li> </ul> <p><b>CEPEJ's web site:</b> <u><a href="http://www.coe.int/t/dghl/cooperation/cepej/quality/default_en.asp">http://www.coe.int/t/dghl/cooperation/cepej/quality/default_en.asp</a></u></p>
<b>3.5 Handbook for conducting satisfaction surveys aimed at court users</b>	15 mn + 10 mn for discussion	<ul style="list-style-type: none"> <li>▪ Aims and content of the Handbook</li> <li>▪ How to organise satisfaction surveys in courts?</li> </ul> <p><b>Reference documents:</b></p> <ul style="list-style-type: none"> <li>▪ <u><a href="#">Handbook for conducting satisfaction surveys aimed at court users (CEPEJ(2010)1)</a></u></li> <li>▪ <u><a href="#">Report on conducting satisfaction surveys of court users in Council of Europe member States - CEPEJ Studies No. 15</a></u></li> </ul> <p><b>CEPEJ's web site:</b> <u><a href="http://www.coe.int/t/dghl/cooperation/cepej/quality/default_en.asp">http://www.coe.int/t/dghl/cooperation/cepej/quality/default_en.asp</a></u></p>
<b>4. European Day of Justice and European Prize: "Crystal Scales of Justice"</b>	10 mn + 5 mn for discussion	<ul style="list-style-type: none"> <li>▪ The European Day of Justice is celebrated around the 25 October, co-organized by the European Commission and the Council of Europe, through CEPEJ</li> <li>▪ It aims to bring justice closer to citizens, to inform them on their rights and to promote in the member states the work of the European Commission and of the Council of Europe in the field of justice, through public events such as simulation of procedures, information sessions, TV or radio broadcasts.</li> <li>▪ European Prize for innovative practice contributing to the quality of civil justice, the "Crystal Scales of Justice" award, aims to highlight and spread best practices. This Prize, co-organised by the Council of Europe and the European Commission</li> </ul> <p><b>Expl of winners:</b></p> <ul style="list-style-type: none"> <li>- 2010: Yambol Administrative Court (Bulgaria) won the award for its efforts to help users better understand judicial procedures and related information</li> <li>- 2009: The Central Board of Prison Service of Poland for the project " Voluntary work of the convicts in Poland"</li> <li>- 2008: English and Wales Ministry of Justice for the project "The Small Claims Mediation Service"</li> <li>- 2006: Regional Court of Linz (Austria) for the project "Service centre"</li> </ul> <p><b>Reference documents:</b></p>

		<b>CEPEJ's web site:</b> <a href="http://www.coe.int/t/dghl/cooperation/cepej/events/EDCJ/Cristal/default_en.asp">http://www.coe.int/t/dghl/cooperation/cepej/events/EDCJ/Cristal/default_en.asp</a>
<b>5. CEPEJ Studies</b>	5 mn	<ul style="list-style-type: none"> <li>▪ CEPEJ has published several in-depth studies available on the web site in the Series "CEPEJ studies" Expl:</li> <li>- <a href="#">Time management of justice systems: a Northern Europe study - CEPEJ Studies No. 2</a></li> <li>- <a href="#">Length of court proceedings in the member states of the Council of Europe based on the case-law of the European Court of Human Rights - CEPEJ Studies No. 3</a></li> <li>- <a href="#">La qualité des décisions de justice - CEPEJ Studies No. 4 (French only)</a></li> <li>- <a href="#">Better implementation of mediation in the member States of the Council of Europe - Concrete rules and provisions - CEPEJ Studies No. 5</a></li> <li>- <a href="#">Monitoring and Evaluation of Court System: A Comparative Study - CEPEJ Studies No. 6</a></li> <li>- <a href="#">Use of information and communication technologies (ICT) in European judicial systems - CEPEJ Studies No.7</a></li> <li>- <a href="#">Enforcement of court decisions in Europe - CEPEJ Studies No. 8</a></li> <li>- <a href="#">Access to justice in Europe - CEPEJ Studies No. 9</a></li> <li>- <a href="#">Administration and management of judicial systems in Europe - CEPEJ Studies No. 10</a></li> <li>- <a href="#">Study on "Quality management in courts and in the judicial organisations in 8 Council of Europe member States" - CEPEJ Studies No. 13</a></li> </ul> <p><b>CEPEJ's web site:</b> <a href="http://www.coe.int/t/dghl/cooperation/cepej/series/default_en.asp">http://www.coe.int/t/dghl/cooperation/cepej/series/default_en.asp</a></p>
<b>6. General discussion</b>	10 mn	What else would you like to know about the CEPEJ?
<b>7. How to remain in touch with CEPEJ?</b>	5 mn	<ul style="list-style-type: none"> <li>▪ Web site: <a href="http://www.coe.int/cepej">www.coe.int/cepej</a></li> <li>▪ <a href="#">Subscribe to the Newsletter</a> from the Web site (or register on the list available at the exit of the room)</li> </ul>