



The Superior Council of Magistracy (SCM) is opening the call for applicants for the **6 seminars and final conference** that will take place in the framework of the project *JUST/2013/JPEN/AG/4496 - Procedural rights in EU criminal law*, in which your institution is partner.

The general conditions for these seminars are:

- In the program's framework there will be organised **6 seminars and a final conference**;
- The seminars will be organized as **moot courts**. The participants will be divided into 2 groups, each having to solve a practical case with foreign elements, and the requests for judicial cooperation will be submitted to the other group, for settlement. Also, each group will have to settle its own practical case based on the answer received (the draft agenda is attached);
- Each seminar will include also **a linguistic training module**;
- The program's activities will take place according to the following **schedule**:

Seminar	Period
Seminar 1	27 – 29 October 2014
Seminar 2	December 2014 (TBD)
Seminar 3	TBD 2015
Seminar 4	TBD 2015
Seminar 5	TBD 2015
Seminar 6	TBD 2015
Final conference:	TBD 2015

- All 6 seminars and the final conference will be organised in Bucharest;
- Every partner will nominate **4 participants (1 judge and 3 prosecutors)** for each of the 6 seminars (*If it's not possible to nominate prosecutors, they can be replaced with judges*). The participation of the selected nominees is guaranteed. If possible, the partners will provide also **a reserve list of 2-3 participants per each activity**, ranked with a priority order, in case one of the initial nominees cancels the participation.
- The selected participants will have to have a medium level of knowledge of the instruments used in cooperation in criminal matters;



- Also, every partner must nominate **5 participants** for the final conference **the final conference**, in which the conclusions and problems raised by the participants during the seminars will be debated;
- The work language for the entire program will be **English, so the selected judges and prosecutors will have to have a good command of English, in order to be able to be actively involved in the seminar's activities;**
- The deadline to send selected applications is **at least two months before each seminar, in order to allow the proper organization of the activity and covering of costs within the project approved budget.** Please, use the attached template to record all participants' data;
- Further, **we will communicate directly with selected participants** in order to arrange their travels and stay in Bucharest (all the expenses will be covered from the project's budget, with the financial support of the European Union);
- For their participation within the seminars, the participants will receive a DSA amount (daily subsistence allowance, covering accommodation and meals) of **170 euro/day** x 2.5 days and for the participation within the final conference **170 euro/day** x 2 days. The travel expenses will be covered from the project's budget in the limit of **450 euro/person;**
- The participants will have the possibility to make arrangements for travel on their own and we will reimburse the travel expenses after the seminar, upon the presentation of relevant payment documents. **However, they have to be careful not to exceed our limit of 450 euro, because we will not be able to reimburse more than stipulated in the project's budget.** Obviously, we will take care of those arrangements if requested;
- We will send the DSA amounts in the bank accounts of all the participants before the start of the seminar. But, in order to do this, **they will have to fill the financial information document attached;**
- As mentioned before, the DSA covers accommodation, meals and other expenses, such as domestic travel in Romania, etc. In this regard, we will provide a list of hotels for the participants to choose from, in order for them to book their accommodation;
- **However, please be informed that last minute cancellations which will involve costs will be supported by the participants or by the partner institution, as we cannot bear those costs from the project's budget.**