



## **Exchange Programme for Judicial Authorities (2024)**

### **BILATERAL EXCHANGES FOR JUDGES, PROSECUTORS AND/OR COURT/PROSECUTION STAFF BETWEEN COURTS/PROSECUTION OFFICES OF THE EU MEMBER STATES**

#### **CALL FOR APPLICATIONS**

Subject:

The European Judicial Training Network is launching a call for applications for the organisation of bilateral exchanges between courts/prosecutor's offices of the EU Member States (EU MS) in the framework of the Exchange Programme for Judicial Authorities 2024.

The main objective of the EJTN Exchange Programme is to develop mutual trust between judicial authorities and the feeling of belonging to a common European judicial area to promote the mutual recognition of judicial decisions by getting to know each other better and working together.

In an exchange between two courts/prosecutors' offices of two different EU MS, one court/prosecutor's office from an EU MS will send judges/prosecutors/court staff to the corresponding court/prosecutor's office of the other EU MS, who will act as the host institution.

Hosting agreement:

Having established a reliable contact to the host institution proved as crucial for the implementation of a bilateral exchange in the past. A hosting agreement in the form of the template available online shall therefore be included in the application submission.

Reciprocity:

A bilateral exchange does not imply automatic reciprocity. When reciprocity in bilateral exchanges is desirable, it is not compulsory. Projects for a bilateral exchange with reciprocal visits must include a formal declaration (i.e. hosting agreement) from both parties involved that all necessary measures have been taken to ensure their participation as visiting and as host court/prosecution office alike. The allocation of one project does not guarantee the allocation of the reciprocal one.

### Format:

- Length: Five working days, from Monday to Friday. (Possibility to reduce to three full working days upon request); the agenda must cover full days of judicial training
- Size and composition of the groups: The delegations shall be composed of 5 judges, prosecutors and/or court/prosecution staff; the minimum size of the delegation must be 3.
- Language: The working language shall be determined by the courts/prosecution offices involved in the exchange. Interpretation costs will not be covered by EJTN.

### Eligible countries:

Bilateral exchanges can involve courts/prosecution offices of all European Union Member States except Denmark. Please note that the Centro de Estudos Judiciarios of Portugal does not participate in bilateral exchanges. This is why no judges and/or prosecutors can apply for a bilateral exchange to and from Portugal.

### Application procedure:

The call for applications will be disseminated through the contacts points of the EJTN Exchange Programme in the EU MS.

Applications shall be submitted by the court/prosecution office willing to visit the partner court/prosecution office. Should both involved courts/prosecution offices want to visit each other in the same year (reciprocal visits), they must both submit an online application, a project proposal and a hosting agreement alike.

**The applications and all accompanying documents shall be submitted on the Exchange Programme platform via the “project-based exchanges” online application form that can be found by following the link: <https://exp-platform.ejtn.eu/>. The deadline to submit a bilateral exchange project is 16 October 2023.**

**After the application deadline, the National training institutions will make their pre-selection of the bilateral exchange projects submitted via the online application form.**

In the online application form, interested courts/prosecution offices are invited to submit the following items:

- The application form, completed online by the visiting institution contact person;
- The bilateral project proposal form completed by the visiting institution contact person;
- The hosting agreement duly completed and signed by the court/prosecution office with which the exchange is to take place

To be noted:

- The host court/prosecution office in the other EU MS must be identified prior to the application;
- The hosting agreement also assures that the national contact point of the host country has been informed about the bilateral exchange project.

### Repetitive participation:

To encourage as many judges, prosecutors and/or court/prosecution staff as possible to participate in a bilateral exchange, the following rules in case visiting institutions of previous years apply again:

1. Participation in more than one exchange in the same year is not allowed for a single participant.
2. Institutions having participated in bilateral exchanges as visitors in the previous three years are not eligible to apply. The secretariat will flag to the relevant national contact point any such application and/or participant in bilateral exchanges. Failing justification of the preselection by the national contact point, the EJTN secretariat will be entitled to exclude the concerned applicants.

### Financial conditions:

Bilateral exchanges for judges, prosecutors and/or court/prosecution staff of the EU MS will be governed by the financial conditions of the EJTN Exchange Programme. Each visiting participant will receive a per diem for his/her subsistent expenses during the stay abroad and will be reimbursed for their travel expenses in line with the Financial Conditions 2024.

**The costs of the hosting courts/prosecution offices will not be covered by EJTN.**

### Evaluation:

A report/evaluation must be submitted by the concerned participants after the exchange. In order to have a complete view, the report shall contain information derived from the assessment provided by the visiting group, the hosting group and the host institution.

Further information about how to draft the report will be provided to participating delegations prior to their exchange.

### Calendar:

The exchanges will have to take place in 2024 and finish no later than 15 November 2024.