



Court staff categories in the EU

Spain

Information provided by: Centro de Estudios Juridicos

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DESCRIPTION OF CATEGORIES OF COURT STAFF in Spain

1. Court staff category / profession

Name of Court Staff Category	In Spanish: Auxilio Judicial
	In English: Judicial Assistant
Legal basis / regulatory documents	<p>Real Decreto 249/1996, por el que se aprueba el reglamento orgánico de los cuerpos de oficiales, auxiliares y agentes al servicio de la Administración de Justicia.</p> <p>Ley Orgánica 6/85. Organic Law of the Judiciary which sets out the legal framework for the judiciary and all the members of the Court Staff</p>

2. Access to the category / profession

Main Access conditions	<p>Qualifications:</p> <ul style="list-style-type: none"> Obligatory Education Certificate (issued by the Ministry of Education) <p>Aspects of EU law : not relevant</p>
Access process	Recruitment procedure: takes place at national and regional level

	<ul style="list-style-type: none"> • State/public exam 	
Alternative access routes	<p>Transfer routes from other professions: No, not for this court staff category.</p> <p>("Auxilio Judicial" is the only court staff category for which there are no transfer routes).</p> <p>One must pass the public exam in order to become Judicial Assistant.</p>	
3. Responsibilities / Duties		
General responsibilities	<ul style="list-style-type: none"> • Specific competences regarding judicial decisions • Administrative tasks 	
Role in process with EU law aspects	<p>This court staff category plays an important role in:</p> <ul style="list-style-type: none"> • Service of judicial and extra-judicial documents • Enforcement of court decisions • Access to justice <p>Aspects of EU law: are not relevant to the exercise of their duties</p>	
4. Organisation of the category / profession		
Organising Structure	Ministerio de Justicia	
Training providers	<ul style="list-style-type: none"> • CENTRO DE ESTUDIOS JURÍDICOS is in charge of the initial training. • Continuous training is provided by the Ministry of Justice, Autonomous Communities and Trade Unions. 	
	numbers	<ul style="list-style-type: none"> • 10-20 public sector structures
	types	Public sector structures
	Name(s)	See above "training providers"
Professional organisation(s)	CCOO www.ccoo.es UGT www.ugt.es CSIF www.csi-f.es STAJ http://sindicato-staj.blogspot.com.es	

Source: Pilot Project - European Judicial Training: "*Lot 3 – State of play of training of court staff in EU law and promotion of cooperation between training providers at EU level* ", carried out by the European Institute of Public Administration (EIPA) together with a consortium