



Court staff training systems in the EU

Estonia

Information provided by: **Justiitsministeerium (Estonian Ministry of Justice - Judicial Administration Policy Department)**

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DESCRIPTION OF THE NATIONAL TRAINING SYSTEM FOR COURT STAFF in Estonia

1. Training of court staff

Legal basis/ regulatory documents on training	The preparatory service for assistant judges is regulated by the Courts Act
Categories/ professions concerned	Judge Assistants, Judicial clerks
2. Induction period	
Is there an induction period?	<p>Yes</p> <ul style="list-style-type: none"> • For Judge Assistants • Qualifying period for other court staff members
Structure responsible for rules	<ul style="list-style-type: none"> • The National Ministry of Justice • Supreme Court (Training Department): The methodological materials necessary for the training of Judge Assistants and judges are decided upon agreements with the training department of the Supreme courts. • Local court <p>The training strategies, annual training programs and the exams program for judges are drafted by the Supreme Court and approved by the Training Council.</p> <p>Judicial clerks and candidates for judicial office may take part in training programs compiled for judges.</p>

Compulsory	<p>NO</p> <p>A person who has not undergone assistant judge's preparatory service, but who has undergone judge's preparatory service or is exempted and has passed an judge Assistant or judge examination may also be appointed as a judge assistant</p>
Description	<p>Length:</p> <ul style="list-style-type: none"> • 4-6 months (for judicial clerks) • 1 year (for Judge assistants)
	<p>Form:</p> <ul style="list-style-type: none"> • Training courses on legal professional skills (procedures, drafting, etc.) • Apprenticeship in courts • Instruction by an experienced colleague who acts as supervisor
	<p>Set curriculum during the induction period: NO</p> <p>EU law content: NO</p>
Options	<p>Linguistic training: NO</p>
	<p>Training in another EU member state</p> <p>NO – there is no such procedure in the Estonian system. Furthermore, it is too costly.</p>
3. Continuous training system	
Continuous training available?	YES
Financial support by	The National Ministry of Justice
Specificities	<p>Compulsory: NO, but it is strongly advisable</p> <p>Obligations (where applicable):</p> <ul style="list-style-type: none"> • Courses related to the position held
	<p>Training methods:</p> <ul style="list-style-type: none"> • Attending face-to-face training sessions

	<ul style="list-style-type: none"> • Completing blended-learning activities • Seminars, workshops, instruction
	<p>Continuous training programme: Yes</p> <p>The Programme is available at:</p> <ul style="list-style-type: none"> • National level • Online (the training calendar, schedule, materials, information about trainings and other information is available on the judicial training site (http://koolitus.riigikohus.ee/) and can only be accessed by registered users
	<p><u>Includes EU law aspects: YES</u></p> <ul style="list-style-type: none"> • EU legislation • EU jurisprudence/case law • EU cross-border judicial procedures
Training in another MS as part of continuous training	YES – it is an exceptional part of the training
	Specific conditions: N/A
Exchanges (time spent in a court of another member state)	NO It is too costly
Continuous training impact on professional evaluation of a person	NO
4. Evaluation of training activities	
Regarding induction period training activities	<p>YES</p> <p>Feedback from participants, trainers and the supervisor is used in order to evaluate the induction period training.</p> <p>Also the assistant judge's or judge's examination results are an important tool for the evaluation of the induction period.</p>
Regarding continuous	Feedback on trainings (feedback from participants and trainers and

training activities	performance appraisals (once per year) are used for the evaluation of continuous training activities).
5. Assessment of needs	
Assessment scheme description	The evaluation forms drafted by the ENG, which are distributed to all participants, contain a section with suggestions for training activities or description of training needs for court staff
6. Foreseen reform	
N/A	

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