



# Court staff categories in the EU

## Malta

Information provided by: Courts of Justice Department

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### DESCRIPTION OF CATEGORIES OF COURT STAFF in Malta

#### 1. Court staff category / profession

Name of Court Staff Category	In Maltese: <b>Assistent Gudizzjarju</b>
	In English: <b>Judicial Assistant</b>  <b>Judicial assistants</b> must be lawyers and they are assigned to a judge or magistrates to help them carry out research in connection with court cases and compile evidence
Legal basis / regulatory documents	Chapter 12 of the Laws of Malta – Articles 97A to 97C <a href="http://justiceservices.gov.mt/DownloadDocument.aspx?app=lo&amp;itemid=8577&amp;l=1">http://justiceservices.gov.mt/DownloadDocument.aspx?app=lo&amp;itemid=8577&amp;l=1</a>

#### 2. Access to the category / profession

Main Access conditions	<b>Qualifications:</b> <ul style="list-style-type: none"> <li>Higher education degree in law</li> </ul> <b>Aspects of EU law:</b> are compulsory
Access process	Recruitment procedure: takes place at <b>court level</b> <ul style="list-style-type: none"> <li>Interview by recruitment jury</li> </ul>

Alternative access routes	Transfer routes from other professions: <b>Yes – judicial assistants must be lawyers</b>
<i>3. Responsibilities / Duties</i>	
General responsibilities	<ul style="list-style-type: none"> <li>• Procedures</li> <li>• Assistance to the judiciary in drafting decisions</li> </ul> <p><b>The duties of a judicial assistant include the following:</b></p> <p>assist in the judicial process and carry out any research or other work required by the court, administer oaths, take the testimony of any person produced as witness in court proceedings, taking an affidavit in matters connected with court proceedings and to hold sittings as may be directed by the court and meet advocates of the parties in order to plan the management of the lawsuit, assistance to the judiciary in drafting decisions.</p> <p><b>Judicial assistants play an important role in:</b></p> <ul style="list-style-type: none"> <li>• Civil law and procedures (cross-border civil procedures)</li> <li>• Commercial law and procedures (cross-border commercial procedures)</li> <li>• Criminal law and procedures (cross-border criminal procedures)</li> <li>• Administrative law and procedures</li> <li>• Competition law and procedures</li> <li>• Environmental law and procedures</li> <li>• Assistance to judges and/or public prosecutors</li> </ul>
Role in process with EU law aspects	Aspects of <b>EU law</b> : are <b>important</b>
<i>4. Organisation of the category / profession</i>	
Organising Structure	<a href="#">Courts of Justice Department</a>
Training providers	<p><b>CDRT</b> - Centre for Development, Research and Training (optional)</p> <p>The Centre offers public administration training. Examples of the</p>

		<p>courses offered: EU institutions and structures, computer literacy, writing skills, customer service, communication and interpersonal skills, leadership ability, ethical and professional conduct, decision-making and analytical thinking, governance in the public service, information management.</p> <p>Website:</p> <p><a href="http://cdrt.gov.mt/home?l=1">http://cdrt.gov.mt/home?l=1</a></p>
	numbers	1 public sector training provider
	types	Public sector structure
	Name(s)	
Professional organisation(s)		<b>N/A</b>

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