



Court staff training systems in the EU

Belgium

Information provided by: IGO –IFJ (Instituut voor Gerechtelijke Opleiding – Institut de Formation Judiciaire)

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DESCRIPTION OF THE NATIONAL TRAINING SYSTEM FOR COURT STAFF in Belgium

1. Training of court staff

<p>Legal basis/ regulatory documents on training</p>	<ul style="list-style-type: none"> • Article 3 de la Loi du 31 janvier 2007 sur la formation judiciaire et portant création de l'institut de formation judiciaire (in Flemish: 31 JANUARI 2007. - Wet inzake de gerechtelijke opleiding en tot oprichting van het Instituut voor gerechtelijke opleiding) • Arrêté royal du 18 mai 2009 fixant les droits et obligations en matière de formation judiciaire, ainsi que les modalités d'exécution des formations pour les personnes visées à l'article 2, 4° à 10°, de la loi du 31 janvier 2007 sur la formation judiciaire et portant création de l'Institut de formation judiciaire (in Flemish: 18 MEI 2009. - Koninklijk besluit tot vaststelling van de rechten en plichten op gerechtelijke opleiding, evenals de uitvoeringsmodaliteiten van de opleidingen ten aanzien van de personen bedoeld in artikel 2, 4° tot 10°, van de wet van 31 januari 2007 inzake de gerechtelijke opleiding en tot oprichting van het Instituut voor gerechtelijke opleiding)
<p>Categories/ professions concerned</p>	<p>Judicial staff: court staff and secretaries at the prosecutor's office</p>
<h4>2. Induction period</h4>	
<p>Is there an induction period?</p>	<p>YES</p>
<p>Structure responsible for rules</p>	<p>National Training Provider (IGO –IFJ)</p>

Compulsory	YES
Description	Length: It depends of the level of the staff member
	Form: <ul style="list-style-type: none"> • Training courses on legal professional skills (procedures, drafting) • Training courses on non legal professional skills • On-the-job training: It is not centrally organised but it is a local initiative depending on the good will of colleagues at the respective court service. The team chief is responsible for the content and the intensity of the training
	Set curriculum: YES Main topics: <ul style="list-style-type: none"> • Responsibilities for certain judicial decisions • Judicial procedures in civil and commercial matters • Judicial procedures in criminal matters • Judicial administrative procedures • Substantive law • Enforcement of court decisions EU law content: NO
Options	Linguistic training N/A
	Training in another member state No, this is not possible in the Belgian training system. It is not part of the working culture and the workload would not allow for this possibility.
3. Continuous training system	
Continuous training available?	YES
Financial support by	National Training Provider (IGO –IFJ)

Specificities	<p>Compulsory: NO</p> <p>Specific obligations to fulfil</p> <ul style="list-style-type: none"> • Courses related to the position held <hr/> <p>Methods used:</p> <ul style="list-style-type: none"> • Attending face-to-face training sessions <hr/> <p>Continuous training programme:</p> <p>Yes, however it is not compulsory</p> <p>Programme available at / disseminated at:</p> <ul style="list-style-type: none"> • National level • Regional level • Court level <hr/> <p>Includes EU law aspects: NO</p>
Training in another MS	<p>NO</p> <p>There is no demand and no offer.</p> <p>The possibility of training in another member state is not excluded.</p> <p>It is certain that this activity would have an added-value for the court staff for the following reasons:</p> <ol style="list-style-type: none"> 1. Increase knowledge of EU law and the judicial culture of the EU member states 2. Collaboration with other member states 3. Way to improve linguistic skills <p>Conditions to fulfil: N/A</p>
Exchanges (time spent in a court or another MS)	<p>NO</p> <p>Reasons:</p> <ul style="list-style-type: none"> • There are not direct contacts with courts in other EU member states • It is too costly
Continuous training	<p>Yes, but it depends on the level of the post, on the members of the</p>

impact on professional evaluation of a person	evaluation jury and the Chief who is giving advice.
4. Evaluation of training activities	
Regarding induction period training activities	<p>YES</p> <p>Evaluation is made through an evaluation form that participants have to fulfil at the end of the training.</p> <p>It's been analysed to increase the quality and quantity of the training.</p>
Regarding continuous training activities	<p>YES</p> <p>Evaluation is made through an evaluation form that participants have to fulfil at the end of the training.</p> <p>It's been analysed to increase the quality and quantity of the training.</p>
5. Assessment of needs	
Assessment scheme description	<p>YES</p> <p>Through evaluation of skills which are currently provided and evaluation of skills which are still lacking in each position. Based on this, a range of targeted training programs can be offered to the court staff in the future. Also, competences which are needed in order to carry out tasks efficiently are specified.</p>
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