

Questionnaire “A” on the structural and functional features of training institutions of judges and prosecutors

I. What is (are) the name (s) of the training institution (s) of judges and prosecutors in your country? Please indicate whether the training of judges and that of prosecutors takes place or not within the same training institution; does (do) the training institution(s) of judges /prosecutors ensure both initial and in-service training? National and decentralised training?

The responsible institution for the professional training of the judges and prosecutors in Albania is the School of Magistrates. All the professional training is performed from the School of Magistrates in Tirana, apart from the cases when the School organizes seminars in the district courts or prosecutors' offices.

School of Magistrates ensures the Initial and Continuous Training for judges and prosecutors. The professional training organized from the school is national and decentralized.

II. For each training institution, please indicate:

- a) the number of full- time trainers – the School of Magistrates has 4 full-time trainers
- b) the number of part- time trainers – 34 part-time trainers
- c) the number of occasional trainers – 62 occasional trainers
- d) the number of administrative and managerial staff – 20 employees
- e) the origin of funding – School is funded from the State budget and from the international partners
- f) the link with the Ministry of Justice, the High Council of Magistrates, etc..

School of Magistrates is an independent institution. It has established and developed very good cooperation relations with the Ministry of Justice, High Council of Justice and the Prosecutors' Offices.

Being independent, the school will continue to be impartial towards these institutions and will remain a practical and academic source for all who ask for specialized expertise, especially since the school has experience in many legal fields and in the organization of a lot of training activities. The participating judges in the training activities are determined from the High Council of Justice and the prosecutors from the General Prosecutor.

- g) taking into account, in particular, item f) above, if it should be considered as an autonomous/independent training institution
School of Magistrates is an independent institution.
- h) The links between the training institutions if there are more than one (co-operation, coordination, subordination, etc...);
There is only one training institution in Albania – the School of Magistrates.

III. What are the procedure and the criteria for the appointment of managerial staff and instructors of the training institution (s)? Are the criteria for the appointment of the trainers identical for a) full-time, part-time and occasional trainers? b) Trainers responsible for initial training and those responsible for in-service training?

Criteria of appointment for the full-time instructors are as follows:

- High results in the university studies;
- Work experience not less than 7 years in the field of law;
- Very good professional ethics;
- Foreign language skills and pedagogical experience;

As soon as there is a vacancy, it is announced in a newspaper; after the applications are received from the School, the director proposes the candidates to the Managing Board of the School, which selects and appoints the candidate.

No, the criteria for the appointment of full-time, part-time and occasional trainers are not identical. In order to be admitted to the school, part-time trainers should have more than 5 years of working experience; they should have a professional or academic work experience in the field of law; they should have a clear moral figure; as well as 2 recommendations from professors or from their directors. The part-time trainers are proposed to the Managing Board of the School from the director. Then the Board makes the final appointment.

IV. What is the proportion of judges and prosecutors who are full-time / part-time instructors and/or members of the management?

In the School of Magistrates there are 22 judges of different levels and 8 prosecutors who give their contribution in the teaching and training process.

V. If persons other than judges or prosecutors fulfil the task of trainers, what are their original profession? Please also give details on their proportion;

There are 39 other persons who participate as trainers in the School. They come from different fields of law like lawyers, notaries, people's advocate, High Council of Justice, Customs Directorate, General Directorate of Taxation, Insurance Companies etc.

VI. Are retired judges and prosecutors or other retired law practitioners invited to act as trainers or members of the management?

Yes the School time after time depending upon their field of expertise invites retired judges and prosecutors to serve as trainers in specific training activities.

VII. What choice has been done between full-time instructors, part-time instructors or occasional instructors that furthermore have judicial functions?

We have full-time, part-time and occasional professors that have other judicial functions.

VIII. If judges or prosecutors are part-time or occasional trainers, is the burden of their work within their jurisdiction alleviated?

No, they are not yet alleviated from the burden of their work, but such a thing has been recognised from the High Council of Justice.

IX. Please specify the modalities of the training of trainers who perform their training mission –full-time or part-time- within the framework of the training institution(s) or in Courts (content, educational methods, duration, periodicity, etc...); Is training of trainers compulsory?

Training of trainers activities are realized when the School is offered the proper expertise and this training is obligatory. We have planned to hold such an activity during the month of May this year.

X. Please specify what initiatives are taken to assure vicinity between trainers and trainees at regional and local level as well as to develop communication (including through the Internet);

The school has established the contact points network in the courts and prosecutors' offices in the country.

Very soon in the internet website of the school there will be a discussion forum regarding many issues of the professional education for judges and prosecutors and the legislation in general.

XI. Please specify what initiatives are taken to assure participation of the training institution in international co-operation in the field of training (exchanges between training institutions, periodicity of these exchanges, organisation of / participation. in international seminars, co-operation with International Organisations / Institutions (Council of Europe, the European Commission, etc...)).

In the framework of its activities, the School has established contacts and close relations with many international partners like the Council of Europe, European Commission, US Department of Justice, different missions of the European Community, OSCE, World Bank, USAID and its different projects, UNHCR, International Labour Organization, German Foundations IRZ and GTZ, as well as the Soros Foundation, which are supporting partners of many activities and coorganizers of many trainings for judges and prosecutors.

Also, school has good relations and has expert exchanges with many other Magistrates' School in Europe. Like the French National School, Spanish Judicial Training Institution, Greek School of Judges, Judicial Training Centre of Holland etc. We have exchanged visits and experience regarding the management and training of judges and prosecutors.