

**QUESTIONNAIRE “A” ON THE STRUCTURAL AND FUNCTIONAL  
FEATURES OF TRAINING INSTITUTIONS OF JUDGES AND  
PROSECUTORS**

*Prepared and adopted by the Bureau of the Lisbon Network at its first meeting  
(Palais de l’Europe, Strasbourg, 16- 17 December 2004)*

**Questionnaire “A” on the structural and functional features of training  
institutions of judges and prosecutors<sup>1</sup>**

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 Ministry of Justice is responsible for the training of judges. The Training Unit of the Department of the Judicial Administration organises training and training opportunities for the judges. The training is at moment in service training. The initial training of judges is at the moment at the planning stage in Finland.

On the branch of the Ministry of Justice the State Prosecutors Office organises training for the prosecutors. It organises both initial and in service-training.

The training is national. There exists also regional training by the court of appeals. The court themselves organise local training.

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<sup>1</sup> Members of the Lisbon Network are invited to send their replies to the Secretariat by E-mail ([valerie.schaeffer@coe.int](mailto:valerie.schaeffer@coe.int)) for 31 March 2005 at the latest.

II. For each training institution, please indicate:

- a) the number of full- time trainers
- b) the number of part- time trainers
- c) the number of occasional trainers
- d) the number of administrative and managerial staff
- e) the origin of funding
- f) the link with the Ministry of Justice, the High Council of Magistrates, etc..
- g) taking into account, in particular, item f) above, if it should be considered as an autonomous/independent training institution
- h) the links between the training institutions if there are more than one (co-operation, coordination, subordination, etc...);

There are no full time trainers,

There are no part time trainers.

The number of occasional trainers varies. There are about 150 occasional trainers involved in the training. The trainers are university professors, lawyers, law – drafting lawyers, judges, prosecutors and other different kind of specialists and experts depending on the subjects of the courses and seminars.

The number of administrative and managerial staff is 8. The head of the training, three training planners, 4 secretaries.

The training unit obeys the department of judicial administration of the Ministry of Justice.

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?

The planning of the training takes place in planning groups consisting of professionals of the target groups. The training unit appoints the lecturers and experts in mutual understanding with the delegates in these planning groups.

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

There are no full- or part –time instructors. The training unit is a part of the ministry. The influence of the judges will be ensured by the common planning and back- ground groups. In the future there will be a board of training consisting mostly of the judges.

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

There are university professors and different kind of experts ( psychologists, company managers, consultants, etc ) represented among the trainers.

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

They can act as trainers.

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

There are only occasional trainers who of course have their duties in the judiciary or other institutions.

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

This is something, what we try to achieve in co-operation with the court-management. At the moment the situation varies between different courts, and as a rule their burden is not alleviated.

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...);<sup>2</sup> Is training of trainers compulsory?

We have only occasional trainers, to whom we organise training of trainers.

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);

We have meetings and seminars for the trainers.

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<sup>2</sup> See the conclusions of the meeting of the Lisbon Network held in Budapest, 25-26 October 1999, on the theme "The training of trainers".

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...)).

We have a Nordic Training network between the training institutions. We also take part in the work of the European Judicial Training Network as well as in the activities of Lisbon Network. We also look forward to the future exchange programs of the EJTN.

The training unit also takes care of the participation of Finnish judges to international seminars and study tours to European institutions and courts.