**ANNEX C5**

**TWINNING FINAL REPORT**



EUROPEAN COMMISSION

**TWINNING PROJECTS**

**FINAL REPORT**

**Project Title:**

**“Enhancing the quality of judicial training – by upgrading EU law and on-line trainings” (CRO EULAW)**

**Partners:**

**Center for International Legal Cooperation (CILC), the Netherlands**

**Judicial Academy of the Republic of Croatia**

**Date:**

**24/03/2108**

***Twinning Contract number:* HR 14 IB JH 03**

**General instructions**

**1. Overview**

The **Final Report** for the project comprises the following parts:

**Section 1** Basic data on the project

**Section 2** Content: Achievement of mandatory results

**Section 3** Expenditure: final financial report

**2. General guidance**

1. Final report shall be submitted no later than three months after the implementation period (work plan) as defined in article 2 of the General conditions of the Twinning Contract (Annex A2) and at least before the end of the legal duration.
2. Final report covers both substance and Finances. The final financial report must be accompanied by an expenditure verification report from a recognised, independent auditor, following the template in Annex A6 to the Twinning contract.
3. The MS Project Leader in co-operation with the BC Project Leader will jointly prepare, co-sign and submit the final report to the concerned authority (see 6.4 of the Twinning manual).
4. **One copy of the Report** must be sent at the same moment to the relevant Twinning Team in the Commission Headquarters, as a matter of information. Please see exact requirements for submission of the Final Report in section 6.4 of the Twinning Manual.
5. The Report must be submitted in one of the **following three languages: English, French or German.**

**3. Notice**

* The views expressed in this report do not necessarily reflect the views of the European Commission

*General remark: It would be perhaps useful that the numbering of the pages starts from this page which would be page No. 1.*

***Twinning Contract number:* HR 14 IB JH 03**

**Section 1: Project data**

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| --- | --- |
| **Twinning Contract Number** | HR 14 IB JH 03 |
| **Project Title:** | “Enhancing the quality of judicial training – by upgrading EU law and on-line trainings” (CRO EULAW) |
| **Twinning Partners (MS and BC)** | Center for International Legal Cooperation (CILC), the NetherlandsJudicial Academy of the Republic of Croatia |
| **Duration of the project:** | 24/09/2016 – 24/03/2018 |
| **MS Project leader:** | Mr Eric Vincken, Deputy DirectorCenter for International Legal Cooperation (CILC) |
| **BC Project leader:** | Ms Andrea Posavec Franić, DirectorJudicial Academy of the Republic of Croatia |

***Twinning Contract number:* HR 14 IB JH 03**

**Section 2: Content**

This section describes the activities of the project. It is divided in nine sub-sections.

**2A – EXECUTIVE SUMMARY**

**2B – BACKGROUND**

**2C – IMPLEMENTATION PROCESS**

**2D – ACHIEVEMENT OF MANDATORY RESULTS**

**2E – IMPACT**

**2F – FOLLOW-UP AND SUSTAINABILITY**

**2G –CONCLUSIONS**

**2H – FINAL RECOMMENDATIONS**

**2I – ANNEXES**

***Twinning Contract number:* HR 14 IB JH 03**

**2A - EXECUTIVE SUMMARY**

*(Leave writing this summary until you have completed all the other parts of the report)*

*Briefly cover the following items: What was the purpose? To what extent has it been achieved? What impact is it likely to have on the Beneficiary Country administration?*

The overall objective is to strengthen professionalism, efficiency and competences of the Croatian judiciary through upgrading and enhancing the quality of continuous training for judges, state attorneys and judicial advisors.

This purpose was entirely fulfilled through the implementation of all the activities envisioned in the contract under the 5 components:

- Professional training programmes on EU law in the area of civil, criminal and commercial law with training materials developed and implemented

- Professional training programmes on EU case law search with training materials developed and implemented.

- The existing EU law on-line courses upgraded, new EU law on-line courses developed and implemented.

- Professional training programmes on the selected areas of EU law with training materials developed and implemented

- Professional training programmes on EU law included in the annual programme of the Judicial Academy and comprehensive EU law curriculum developed.

Beneficiary Country administration – Judicial Academy of the Republic of Croatia was impacted by the Project right from the start of the Project activities.

The Project gathered experts in delivery of professional judicial training (including on-line) covering many different EU law topics, thus contributing to the overall improvements in the quality of the judicial training system in Croatia and significantly extending the number of the relevant EU law topics included in the training provided by the Judicial Academy.

**2B - BACKGROUND**

**Starting Point**

*Briefly describe the original situation in the relevant area of the BC administration before the project, indicating the gaps that the project had to address.*

The Judicial Academy conducts initial training and preparation of candidates for autonomous, responsible, independent and impartial performance of judicial duties, organizes professional training of trainees in judicial bodies, as well as continuous professional training of judicial officials (i.e. judges, state attorneys and deputy state attorneys) and judicial advisors.

In line with the Act on Trainees in Judicial Bodies and the Bar Exam (OG 75/2009, 84/2008), the Judicial Academy conducts professional training of trainees and prepares them for the Bar Exam. During the previous period in the Judicial Academy there were a number of projects implemented (mostly through CARDS, PHARE and IPA programmes) which were focused on the establishing of the initial training of trainees as well as on continuous training system of judicial officials and judicial advisors.

With the accession of Croatia to the EU, there is an increased need for the Judicial Academy to provide intensive training on EU law. Such training needs to be included in the trainings on the national legislation topics, especially on material law, providing EU law perspective and approach to the national legislation topics when appropriate. At the same time, there is a constant need to provide regular trainings on EU primary and secondary legislation that is applicable in civil and criminal law processes after the accession of Croatia to the EU. Therefore, there is also need to develop a comprehensive EU law curriculum with well-developed thematic sections stating clearly what needs to be taught, to whom and for how many teaching hours/session.

All the EU law modules and materials developed so far, as well as on-line modules developed under the project IPA 2009 “Professional development of Judicial Advisors and future Judges and State Attorneys through establishment of self-sustainable training system” need to be updated. In addition, since the above-mentioned IPA 2009 project was not aimed at judges or state attorneys, but at judicial advisors, respective modules and materials need to be further adjusted to cover the needs of the above mentioned judicial officials.

Within the MATRA 2011 project “Support to the Judicial Academy in EU curriculum development”, a draft of EU law Curriculum was composed in a form of a list of topics. Therefore, the Judicial Academy still does not have a well-developed EU law curriculum containing elaborated training units integrated into its standard annual programme. Moreover, the Judicial Academy needs expert support to develop such curriculum and to provide additional training on specific EU law topics. The idea is to have a core of well-trained and confident trainers and authors of training materials who will then be able to regularly update the training materials and modules, keep up-to-date with the *acquis* changes and provide training to their colleagues.

As far as on-line learning is concerned, the Judicial Academy is still at an initial stage. Based on the project IPA 2009 “Professional development of Judicial Advisors and future Judges and State Attorneys through establishment of self-sustainable training system”, e-learning methodology has been introduced, e-learning modules have been developed and on-line courses have been conducted for judicial advisors in the fields of civil, criminal, commercial, misdemeanour and EU law. However, new courses need to be developed according to the needs of judges and state attorneys given the fact that they were not the target groups of the said project. Equally important is the fact that the e-learning methodology still needs to be brought to judges and state attorneys.

In addition, all judicial officials in Croatia are in need of training in the field of EU case law search. The CURIA form is a simple and very transparent form offering various searching options. It enables its users, and in particular judges and state attorneys, to have an insight into all the decisions of the Court of Justice, the General Court and the Civil Service Tribunal before and after entering into force of the Lisbon Treaty, which may significantly contribute to the quality of their daily work on cases. This Twinning project will develop and provide training on EU case law search and the use of the CURIA search form since insufficient training on these topics has been provided by the Judicial Academy so far for judicial officials and judicial advisors.

This Twinning project was envisaged to provide support to the Judicial Academy in updating of the existing EU law modules and materials, including on-line modules and materials, and assist in preparation of the comprehensive EU law curriculum for judicial officials and judicial advisors. Additionally, possible attendants of the State School for Judicial Officials are also one of the target groups of the Judicial Academy and this Twinning project. Currently there are no attendants of the State School for Judicial Officials thus they are not envisaged as participants of the project activities. However, in case that during project implementation the new generation of attendants will be enrolled in State School, they will be included in activities accordingly. Moreover, even after the project implementation possible attendants of the State School will use the outputs of the Twinning project such as training programmes, training materials etc.

The study visits were envisaged for the participants of training and trainers courses and for Judicial Academy representatives in order to familiarize them with the ways of planning and implementing EU law training, as well as on-line learning about EU law. Each study visit was going to have a special programme and a special leading topic to which it will be dedicated.

Upgrade and improvement of the judicial training system and enhancement of the lifelong learning system envisaged through this project will have a positive impact on enhancing professionalism and competences of the Croatian judiciary. This Twinning project will assist the Judicial Academy in offering EU law training to a greater number of Croatian judicial officials and in meeting the objectives set by the European Commission in its Communication of 13 September 2011 “Building Trust in EU-Wide Justice – A New Dimension to European Judicial Training” (COM(2011) 551 final), where it is stated that judicial schools are “best placed to make sure that Union law is integrated in national training”.

**Objectives**

*List the objective, purpose and mandatory results of the project (as stated in the Work Plan and / or amended during implementation), addressing the gaps identified above.*

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| --- | --- |
| Overall Objective and indicators of achievement (as in Logframe) | **State of achievement/ problems encountered** |
| **Overall Objective:** The overall objective is to strengthen professionalism, efficiency and competences of the Croatian judiciary through upgrading and enhancing the quality of continuous training for judges, state attorneys and judicial advisors |
| * Improved and more efficient functioning of the judicial system in Croatia.
* Training modules for judges and state attorneys improved and implemented.
* Upgraded and improved training programmes.
* Improved cooperation between Croatian judicial officials and between their colleagues in the Member States.
 | No problems encountered. All the activities included in the original contract were implemented.  |

Project purpose

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| --- | --- |
| Project purpose and indicators of achievement (as in Logframe) | **State of achievement/ problems encountered** |
| **Project purpose:** Upgrading and improving the current judicial training system as well as further enhancement of the lifelong learning system of the judicial officials in the Judicial Academy. |
| * The Judicial Academy’s professional training programme in EU law upgraded.
* The level of knowledge of judges and state attorneys in the field of EU law and EU case law search improved.
* The Judicial Academy’s on-line training programme and courses upgraded.
* Developed/upgraded training programmes included in the annual programme of the Judicial Academy.
* Comprehensive EU law curriculum developed.
 | Fully achieved through the implementation of the activities of Component 1 and Component 4. No problems encountered. Fully achieved through the implementation of the activities of the Component 2. No problems encountered. Fully achieved through the implementation of the activities of the Component 3. No problems encountered. Fully achieved through the implementation of the activities of the Component 5. No problems encountered.Fully achieved through the implementation of the activities of the Component 5. No problems encountered. |

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|  **Mandatory results** |
| * Result 1: Professional training programmes on EU law in the area of civil, criminal and commercial law with training materials developed and implemented.
* Result 2: Professional training programmes on EU case law search with training materials developed and implemented.
* Result 3: The existing EU law on-line courses upgraded, new EU law on-line courses developed and implemented.
* Result 4: Professional training programmes on the selected areas of EU law with training materials developed and implemented.
* Result 5: Professional training programmes on EU law included in the annual programme of the Judicial Academy and comprehensive EU law curriculum developed.
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**2C - IMPLEMENTATION PROCESS**

 **Developments outside the project**

*(a) What were the key developments in the relevant policy area in the Beneficiary Country during the implementation of the project? Which of the original assumptions of the project (Article 3 of the Work Plan) were fulfilled?*

*(b) What external problems threatening smooth implementation of the project appeared and how were they solved?*

During the course of the project there were a few key developments in the relevant policy area in the beneficiary country, but with no significant influence on the Project implementation.

Following the election of a new Government 2016, there were changes to the structure of the Ministry of Justice (MoJ), which did not affect the smooth operation of the Judicial Academy.

During the 5th quarter of the Project implementation, the Programme Council of the Judicial Academy reappointed the Judicial Academy Director for a new 5-year term. The procedure of reappointment had no influence on any Project-related activities, or on the overall Project implementation. The Beneficiary Project Leader Ms Andrea Posavec Franic, as the reappointed Director, and the RTA Counterpart Ms Dijana Mandic, remained in their positions throughout the entire Project implementation and worked hard on establishing and maintaining very open and close communication with the Project team.

In general, the cooperation and communication with the Judicial Academy, Ministry of Justice and the Croatian judiciary system representatives remained productive and without interruptions, which contributed to the full commitment of all institutions involved in the Project.

 **Project developments**

*(a) Describe the key developments inside the project, such as change of key staff, re-orientation, completion of an important package of activities, other turning points. (NB: Do not make a detailed account of all activities here)*

*(b) What internal problems threatening the implementation of the project appeared, and how were they solved?*

The project was fully developed in line with the Contract. All foreseen activities were implemented and the implementation progressed according to the time schedule agreed by the project partners, with no delays.

There were no changes of key staff, as the Project Leaders and RTA and RTA counterpart remained in their roles during the entire project. While the RTA language assistant remained the same, the administrative assistant was changed in the middle of the Project.

The activities of the Component 1 were the first to be implemented. Their purpose was to enhance the quality of continuous training for judges, state attorneys and judicial advisors through conducting the Training Needs Analysis (TNA) on EU law (primary and secondary legislation) in the area of civil, criminal and commercial law, through analyising and upgrading the existing professional training programmes and training materials of the Judicial Academy, and through developing new training programmes on EU law in the area of civil, criminal and commercial law. These activities were accompanied by successfully conducted trainings of trainers, which were followed by the training courses on the respective areas of EU law carried out by the Croatian EU law trainers and with the project experts acting as mentors. The implementation of these activities showed the efficient and adequate collaboration of all Project stakeholders. The Judicial Academy ensured trainers who made significant contribution to the Project purpose, and the number of trainees willing to participate in the Project activities exceeded the initial expectations. This Component also included organising the study visits to the Netherlands, where the participants from every Regional Centre of the Croatian Judicial Academy had the opportunity to exchange with their Dutch colleagues their views on training methodologies referring to developments in EU law, and to test their skills as trainers. The study visit was regarded as very successful as it provided the participants with knowledge and references to be used in their future engagement as EU law trainers, which fully served the overall objective of strengthening the efficiency and competences of the Croatian judiciary through ensuring high-quality judicial training.

The activities of the Component 2 started approximately at the same time with the activities of the Component 1. These activities were aimed at improving the professional training programmes on EU case law search by conducting the Training Needs Analysis (TNA) on EU case law search among judges, state attorneys and judicial advisors and developing training programmes and training materials on EU case law search. Resembling the implementation of activities carried out under Component 1, these activities were followed by conducting the training of trainers and the subsequent training courses carried out by the Croatian EU law trainers with the Project short term experts acting as mentors. The Croatian EU law trainers involved in these activities showed great committment in transferring their knowledge to judicial officials who, on the other hand, took very active part in the training sessions as well as in creation of materials for the future trainings in terms of enhancing their relevance for the local needs.

The purpose of the activities conducted within the Component 3 was to analyse and upgrade the existing EU law on-line courses, while also developing and implementing the new EU law on-line courses covering the areas of EU Essential Law and EU case law search. Another important part of this Component was conducting the training of e-Tutors, who were actively involved in discussions on training methodology referring to developments in EU law, providing constructive input and showing commitment to the activity. Finally, new EU law on-line courses were implemented and followed by discussions concerning the training experiences of mentors and participants involved in the online Essential EU law and EU case law search courses developed in the frame of the Project. The successful implementation of activities conducted within this component was proven by the high success rate reported for the Essential EU Law online course and by well-attended on-line course in EU case-law search. Apart from focusing on the contents and technical design of the EU law on-line course developed within the Project, the feedback received from the mentors, participants, course director and the IT personnel of the Judicial Academy emphasised the importantce of the several features of the EU law on-line course, namely, the case-based concept, flexibility, learning over a longer period of time, interactive learning and communication with e-tutors.

The activities of the Component 4 largely resembled the activities condected under Component 1 in terms of their aim and purpose, but they were carried out in the second half of the Project implementation. The activities of this Component were focused on development and implementation of the professional training programmes on the selected areas of EU law and the development of the respective training materials, which was essentially based on the Evaluation Report created at the onset of this component. This Report specified the additional EU law topics relevant for further trainings through reviewing the training evaluation documents and mission reports from previous activities, and through holding discussions with the Judicial Academy representatives, trainers and training participants. Additional professional training programmes and training materials were developed on seventeen topics from the areas of commercial, criminal, administrative and general EU law. The development of six out of the seventeen training programmes was followed by the trainings of trainers and the subsequent implementation of the training courses on the respective topics. As one of the activities implemented under this Component another study visits were organised for the Croatian delegation of judges, state prosecutors and Judicial Academy representatives. The Croatian delegation travelled to Spain, where they visited several institutions dedicated to continuous judicial trainings, with a special focus paid to on-line trainings for judiciary. The study visit to Spain was considered very successful as it provided an insight into a well-developed judicial training system and a possibility to exchange ideas with professionals experienced in creating and offering on-line trainings for judicial officials.

The Component 5 started in the final phase of the Project implementation. The activities conducted within the Component 5 were focused on including the professional training programmes on EU law (civil, criminal and commercial law as well as EU case law search) in the annual programme of the Judicial Academy and on developing a comprehensive EU law curriculum. As the outcome of activities carried out under this Component, an agreement was reached that in order to ensure the sustainable inclusion of EU law training curriculum into the annual training programme of the Judicial Academy the training courses on EU law should be regarded as a standard part of the annual training programme of the JA. The Project expers also developed Guidelines that should serve as a basis for the development of the EU law curriculum and ensure sustainable training on EU law. With regard to developing a comprehensive EU law curriculum in order to enhance the lifelong learning system in the Judicial Academy, the Project experts have finalised the EU law curriculum and the timeline for the inclusion of the EU law curriculum into the annual training programmes of the Judicial Academy.

There were no internal problems that threatened the implementation of the project.

**Project visibility**

*(a)* What steps were taken to ensure project visibility and EU visibility and what was the influence on the project implementation process?

Project visibility was ensured by the following measures:

* Opening conference took place on 4 November 2016 at the Judicial Academy. For this occasion, leaflets and folders were printed with the logo of the Project and disseminated among the invitees. A rool-up with the Project logo and full title was displayed on a visible location.
* Closing ceremony took place on 13 March 2018 at the premises of the Judicial Academy. For this occasion, leaflets and folders were printed, together with ball-point pens, canvas bags, note-pads, USB memory sticks and umbrellas with the Project logo, and disseminated among the invitees.
* The main information on the Project, including its purpose, objectives and manner of implementation were published on the Judicial Academy web page <http://www.pak.hr/clanak/prijelazni-instrument-poboljsanje-kvalitete-strucnog-usavrsavanja-u-pravosudnom-sustavu-kroz-unaprjedjenje-edukacije-o-eu-pravu-i-on-line-ucenje-19961.html> in order to further enhance the project visibility and provide timely information on the project-related events to all stakeholders.
* Project roll ups - two roll ups with the name and logo of the project and EU were produced and they have been installed in all of the training activities implemented during the project.

***Twinning Contract number:* HR 14 IB JH 0**

**2D - ACHIEVEMENT OF MANDATORY RESULTS**

*(a) Describe the extent to which each of the mandatory results (measured against the benchmarks agreed in the Work Plan) was achieved.*

*(b) In case one or more mandatory results were not entirely achieved, explain why.*

*(c) Overview mandatory results achieved (See Annex 1).*

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| **Results and indicators of achievement (as in Logframe)** | **Key implementation step (% of achievement)** | **State of achievement/****problems encountered** |
| **Component 0:** **Overall management** |
| **Activity 0.1: Kick-off meeting** |
| * Awareness-raising with all stakeholders conducted.
* Work plan and time schedule presented.
* Media informed about the start of the project.
* Opening conference held.
 |  **100 %** **fulfilled**  | **Completed**. Kick-off meeting held on 4 November 2016 with visibility requirements met (Project leaflets, folders and roll-ups), and press release made.To ensure a good visibility of all the activities carried out by the project during the implementation period a Kick-off Meeting was successfully organised and held. Leaflets with information about the Twinning project were printed and disseminated. Press release published and sent to different media and visibility of the project achieved through distributing folders and setting up roll-ups on visible places. |
| **Activity 0.2: Closing conference** |
| * Stakeholders, media and the public are informed about the project’s achievements and the remaining challenges.
 |  **100% fulfilled**  | **Completed.**Closing conference held on 13 March 2018 with visibility requirements met (Project leaflets, folders and roll-ups placed on visible places).To ensure a good visibility of all the activities implemented within the project duration, the Closing conference was organised and carried out successfully. Leaflets with information about the Twinning project were disseminated to participants along with other approved visibility items (folders, umbrellas, note-pads, ballpoint pens, USB memory sticks and canvas bags). Press release was published and sent to different media. |
| **Result 1 / Component 1****Professional training programmes on EU law in the area of civil, criminal and commercial law with training materials developed and implemented** |
| **Activity 1.1**Conducting Training Needs Analysis (TNA) on EU law (primary and secondary legislation) in the area of civil, criminal and commercial law and preparing TNA report |
| * Training Needs Analysis (TNA) on EU law (primary and secondary legislation) in the area of civil, criminal and commercial law conducted and TNA report prepared.
 |  **100 %** **fulfilled** | **Completed**. Training programmes of the Judicial Academy for 2014, 2015 and 2016 were analysed. Comprehensive questionnaire to identify the target groups’ specific needs and wishes prepared and sent to representatives of Croatian court system and Croatian prosecution system. Feedback from answers from the questionnaires was analysed. Interviews with the representatives of the Croatian court system and Croatian prosecution system were conducted with answers assessed and analysed. The Training Needs Analysis (TNA) on EU law (primary and secondary legislation) in the area of civil, criminal and commercial law was prepared.The missions under this Activity were conducted on 07.11. – 11.11.2016 and 19.12. – 23.12.2016. In total, four MS experts were involved in implementation, together with the representatives of the Judicial Academy and the Croatian court system.  |
| **Activity 1.2**Conducting analysis of the existing professional training programmes of the Judicial Academy in the area of EU law and preparing corresponding report. |
| * The existing professional training programmes of the Judicial Academy in the area of EU law analysed and corresponding report prepared.
 |  **100 %** **fulfilled** | **Completed**. Existing training programmes of the Judicial Academy in the area of EU law for 2014, 2015 and 2016 were analysed in depth. Targeted interviews with target groups were also performed to determine exact training needs.Analysis of different training programmes used was conducted. Based on analysis and interviews with BC experts, Analysis of existing professional training programmes of the Judicial Academy in the area of EU law was prepared.The missions under this Activity were conducted on 28.11. – 02.12.2016 and 19.12. – 21.12.2016. In total, three MS experts were involved in implementation, together with the representatives of the Judicial Academy, Croatian court system and the Croatian prosecution system.  |
| **Activity 1.3**Developing professional training programmes and training materials on EU law in the area of civil, criminal and commercial law, including developing of new and upgrading of the existing programmes. |
| * Professional training programmes and training materials on EU law in the area of civil, criminal and commercial law developed, including developing of new and upgrade of the existing programmes.
 | **100 %** **fulfilled** | **Completed.**Training programme template developed, consisting of training curriculum and training materials, which comprise of a work plan, guidelines to trainers and PPT presentation.New training programmes developed on the following topics: EU Insolvency Law, Preliminary Ruling Procedure, International legal assistance in criminal matters, EU Consumer Law, and EU Company Law.Upgraded training programmes on the following topics: Essential EU Law; EU Civil aspects of unfair contract terms; Cooperation between courts regarding the service of documents; Jurisdiction, recognition and enforcement of judgments in civil, commercial and succession matters, and European Convention on Mutual Assistance (including European Investigation Order in Criminal Matters).The missions under this Activity were conducted on 30.01.- 02.02.2017; 13.02. – 17.02.2017; 27.02. – 03.03.2017; 13.03. – 17.03.2017; 20.03. – 23.03.2017; 17.04. – 21.04.2017 and 24.04. – 28.04.2017. In total, seven MS experts were involved in implementation, together with the representatives of the Judicial Academy and the Croatian court system, including the Croatian EU law trainers.  |
| **Activity 1.4**Conducting Training of trainers (ToT) on EU law in the area of civil, criminal and commercial law for at least 10 participants. |
| * Training of trainers (ToT) on EU law in the area of civil, criminal and commercial law for at least 10 participants conducted.
 |  **100 % fulfilled**  | **Completed.**The trainings of trainers (ToT) were implemented on the following topics:Jurisdiction, recognition and enforcement of judgments in civil, commercial and succession matters; Civil aspects of unfair contract terms; Cooperation between courts regarding the service of documents; EU Consumer Law; EU Insolvency Law; EU Company Law; International legal assistance in criminal matters; and European Convention on Mutual Assistance (including European Investigation Order in Criminal Matters) The missions under this Activity were conducted on 05.06. – 08.06.2017 and 12.06. – 15.06.2017. In total, six MS experts were involved in implementation, together with the representatives of the Judicial Academy and the Croatian EU law trainers. The reported total number of training participants was 25.  |
| **Activity 1.5**Conducting 2 study visits for 10 ToT participants (in total) from every Regional Centre of the Judicial Academy and 1 Judicial Academy representative per study visit, each in duration of 5 days and preparing study visit report. |
| * 2 study visits for 10 ToT participants (in total) from every Regional Centre of the Judicial Academy, each in duration of 5 days, conducted and study visit report prepared.

(Note: One additional Judicial Academy representative could be participating in each study visit.) |  **100 % fulfilled** | **Completed.**Study visit to The Netherlands was implemented – the participants visited the Study and Training Centre for Judiciary in Utrecht, the Asser Institute and CILC in The Hague. The participants and their hosts exchanged good practices in delivery of trainings for judicial officials. Sessions with experts were organised on the topics of upgrading the training methodology and the relevant materials, as well as on developing of new courses. In the course of the study visit, MS experts conducted the ToT on EU Essential Law and Preliminary Ruling Procedure.The missions under this Activity were conducted on 03.04. – 07.04.2017. In total, one MS expert (PL Project Leader) was involved in implementation, together with two representatives of the Judicial Academy and 10 Croatian EU law trainers.  |
| **Activity 1.6**Implementing training courses on EU law in the area of civil, criminal and commercial law for at least 30 participants. |
| * Training courses on EU law in the area of civil, criminal and commercial law for at least 30 participants implemented.
 |  **100 % fulfilled** | **Completed.**Mentoring and coaching the Croatian trainers and providing advice on how to further improve the training courses in EU Essential Law, Preliminary Rulings Procedure, International Legal Assistance in Criminal Matters, European Convention on Mutual Assistance, European Investigation Order, EU Company Law, EU Insolvency Law, Jurisdiction, recognition and enforcement of judgements in civil, commercial and succession matters and Civil aspects of unfair contract terms was conducted successfully.The missions under this Activity were conducted on 04.07. – 07.07.2017; 10.07. – 13.07.2017 12.09. – 15.09.2017; 19.09. – 22.09.2017;. In total, six MS experts were involved in implementation, together with the representatives of the Judicial Academy, Croatian EU law trainers and 80 course participants.  |
| **Result 2 / Component 2****Professional training programmes on EU case law search with training materials developed and implemented.** |
| **Activity 2.1**Conducting Training Needs Analysis (TNA) on EU case law search among judges, state attorneys and judicial advisors and preparing TNA report. |
| * TNA on EU case law search among judges, state attorneys and judicial advisors conducted and TNA report prepared.
 |  **100 %** **fulfilled** | **Completed.**Questionnaire prepared and sent to a representative group of judges, state attorneys and judicial advisors. Analysis of the answers received to the questionnaire performed. In depth interviews were held with focus groups consisting of judges, state attorneys and judicial advisors.On the basis of all answers and information gathered the Training Needs Analysis (TNA) on EU case law search among judges, state attorneys and judicial advisors was prepared.The missions under this Activity were conducted on 28.11. – 02.12.2016 and 20.12. – 21.12.2016. In total, two MS experts were involved in implamentation, together with the representatives from the Judicial Academy, the Croatian court system, and the Croatian prosecution system.  |
| **Activity 2.2**Developing professional training programmes and training materials on EU case law search. |
| * Professional training programmes and training materials on EU case law search developed.
 |  **100 %** **fulfilled** | **Completed.**Training materials and training programme on EU case law search developed.Training course on EU case law search made available to the Judicial Academy.The missions under this Activity were conducted on 30.01. – 03.02.2017. In total, two MS experts were involved in implementation, together with the representatives of the Judicial Academy and the Croatian EU law trainers.  |
| **Activity 2.3**Conducting ToT on EU case law search for at least 10 participants. |
| * ToT on EU case law search for at least 10 participants conducted.
 |  **100 % fulfilled**  | **Completed.**The trainings of trainers were implemented (ToT) on the EU Case Law Search. The participants were trained to deliver trainings to judicial officials. The ToT sessions were mainly focused on the ways of searching the EU Case Law (EU-Lex and Curia databases) and use of this case law in developent of the course materials, as well as on assessing the relevance of specific cases for the Croatian judicial practice. The missions under this Activity were conducted on 22.05. – 25.05.2017. In total, two MS experts were involved in implementation, together with the representatives of the Judicial Academy and the Croatian EU law trainers. The total number of training participants was 14.  |
| **Activity 2.4**Implementing training courses on EU case law search for at least 45 participants. |
| * Training courses on EU case law search for at least 45 participants implemented.
 |  **100 % fulfilled** | **Completed.**Mentoring and coaching of Croatian trainers, including providing advice on further improvement of training courses on EU Case Law Search was conducted successfully.The missions under this Activity were conducted on 04.07. – 06.07.2017; 10.07. – 12.07.2017; 12.09. – 15.09.2017 and 22.09. – 23.09.2017; In total, two MS experts were involved in implementation, together with the representatives of the Judicial Academy, Croatian EU law trainers and 81 course participants.  |
| **Result 3 / Component 3****The existing EU law on-line courses upgraded, new EU law on-line courses developed and implemented.** |
|  **Activity 3.1** Conducting analysis of the existing on- line courses and upgrading existing on- line courses. |
| * Analysis of the existing on-line courses conducted and the existing on-line courses upgraded.
 |  **100 %** **fulfilled** | **Completed.**Existing on-line courses developed so far in the Judicial Academy were analysed. Interviews were held with focus groups consisting of judges, state attorneys and judicial advisors and representatives of the Judicial Academy.Analysis prepared based on analysed existing courses and information gathered during interviews. Existing on-line courses on EU Essential Law upgraded.The missions under this Activity were conducted on 19.12. – 23.12.2016. In total, two MS experts were involved in implamentation, together with the representatives from the Judicial Academy, the Croatian court system, and the Croatian prosecution system.  |
| **Activity 3.2** Developing new EU law on-line courses based on the developed training programmes, including  at least 1 course on EU material law and at least 1 course on EU case law search. |
| * Based on the developed training programmes, new EU law on-line courses developed, including at least 1 course on EU material law and at least 1 course on EU case law search.
 |  **100 % fulfilled** | **Completed.**Meetings held with judicial officials and Judicial Academy IT staff.Conducted analysis of training materials written by STEs in other components of the project related to Case Law Search.Online Case Law Search course was drafted and discussed, together with the tentative schedule of on-line courses on EU Essential Law and Case Law Search.The missions under this Activity were conducted on 24.04. – 28.04.2017 and 14.06. – 15.06.2017. In total, two MS experts were involved in implementation, together with the representatives of the Judicial Academy, the Croatian court system, Croatian prosecution system and Croatian EU law trainers.  |
| **Activity 3.3**Conducting training of e-Tutors for at least 10 participants. |
| * Training of e-Tutors for at least 10 participants conducted.
 |  **100 % fulfilled** | **Completed.**Training of e-Tutors conducted for 13 participants with extensive practical exercises. Recommendations based on experiences of the e-Tutors concerning the format and purpose of forum discussion in online courses, were prepared. Purpose and structure of case-based learning and the format of final exam of online EU Essential law were discussed with the course director and tutors.  Detailed presentation on didactics, format and purpose of online training was performed, together with exploring the functions of the Moodle education platform and detailed explanation of use of the Loomen website used by the Judicial Academy.The missions under this Activity were conducted on 11.09. – 14.09.2017. In total, three MS experts were involved in implementation, together with the representatives of the Judicial Academy, Croatian EU law trainers and 12 course participants.  |
| **Activity 3.4**Implementing new EU law on-line courses for at least 20 participants. |
| * New EU law on-line courses for at least 20 participants implemented.
 |  **100 % fulfilled** | Discussions were held with regard to the training experiences of mentors and participants involved in the online Essential EU law and EU case law search courses developed in the frame of the project and facilitated by the Judicial Academy. High success rate was reported for the Essential EU Law online course and the EU case-law search online course was well attended. Important feedback was provided by mentors, participants and course director as well as the IT personnel of JA, concerning the learning process, experiences and result of the evaluation that ensued from the completion of the Essential EU Law course. The main findings of the feedback relating to the methodology, approach and structure of the course considered the following issues: Case-based concept; Flexibility, learning over a longer period of time; Interactive learning and communication with e-tutors; and Content of the course and its technical design.The missions under this Activity were conducted on 02.10. – 05.10.2017 and 19.02. – 22.02.2018. In total, four MS experts were involved in implementation, together with the representatives of the Judicial Academy, Croatian EU law trainers and 21 course participants.   |
| **Result 4 / Component 4****Professional training programmes on the selected areas of EU law with training materials developed and implemented** |
| **Activity 4.1**Conducting evaluation of the trainings implemented under the project and preparing evaluation report; the report will specify additional EU law topics relevant for further trainings. |
| * Evaluation of the trainings implemented under the project conducted and evaluation report prepared; the report will specify additional EU law topics relevant for further trainings.
 |  **100 % fulfilled** | **Completed.**Courses were evaluated, analyses of the existing programmes and additional training needs was carried out through reviewing the training evaluation documents and mission reports from previous activities, including discussions with the Judicial Academy representatives, trainers and training participants. Trainings evaluation report was prepared and the additional EU law topics relevant for further trainings were specified.The missions under this Activity were conducted on 25.09. – 29.09.2017. In total, three MS experts were involved in implementation, together with the representatives of the Judicial Academy and the Croatian EU law trainers.  |
| **Activity 4.2**Developing professional training programmes and training materials on the selected areas of EU law, based on the evaluation report. |
| * Based on the evaluation report, professional training programmes and training materials on the selected areas of EU law developed.
 |  **100 % fulfilled** | **Completed.**Developing professional training programmes and training materials on the selected areas of EU law, based on evaluation report, on the following topics: EU Labour Law; European order for payment procedures, European small claims procedures; Right to information in criminal proceedings; The right to access to a lawyer in criminal proceedings; EU Environmental Law; EU Competition Law; European Court of Justice practice in the field of judicial cooperation in civil and commercial matters; Freezing and confiscation of proceeds of crime in EU; Trainings on fair trial and suspect's right to interpretation and translation in criminal proceedings; State liability for non-compliance with EU law in administrative, civil and commercial matters; EU law on electoral rights; EU law on product safety and liability for defective products; Personal data protection in EU (new legal framework); EU Charter of Fundamental Rights: scope and application on national level; EU Anti-discrimintion Law (incl. Gender Equality and Equal Pay); EU Legal framework on confiscation of private property; and EU Tax Law. Preparing training curriculum on the respective topics and developing the accompanying training materials - work plan describing the content of the programme and detailed time frame allocated to each particular chapters or subchapters of a topic /each slide or group of slides on particular subtopic, guidelines for trainers with the information on the subject of particular training programme, and PPT presentation containing basic information on particular programme aspect was carried out successfully.The missions under this Activity were conducted on 02.10. – 06.10.2017; 09.10. – 13.10.2017; 16.10. – 20.10.2017; 23.10. – 27.10.2017; 30.10. – 02.11.2017; 06.11. – 10.11.2017; 12.11. – 17.11.2017 and 20.11. – 24.11.2017.In total, fifteen MS experts were involved in implementation, together with the representatives of the Judicial Academy and the Croatian EU law trainers. |
| **Activity 4.3**Conducting Training of trainers (ToT) on the selected areas of EU law for at least 10 participants. |
| * ToT on the selected areas of EU law for at least 10 participants conducted.
 |   **100 % fulfilled** | **Completed.**The trainings of trainers (ToT) were implemented on the selected areas of criminal and commercial law on the following topics:- EU Labour Law; - European order for payment procedures, European small claims procedures;- Right to information in criminal proceedings;- The right to access to a lawyer in criminal proceedings;- EU Environmental Law; and- EU Competition Law.The training of trainers was held for the total of 11 participants, including extensive practical excercises.The missions under this Activity were conducted on 04.12. – 08.12.2017. In total, six MS experts were involved in implementation, together with the representatives of the Judicial Academy, 11 Croatian EU law trainers, who were the course participants. |
| **Activity 4.4**Conducting 2 study visits for 10 ToT participants (in total) from every Regional Centre of the Judicial Academy and 1 Judicial Academy representative per study visit, each in duration of 5 days and preparing study visit report. |
| * 2 study visits for 10 ToT participants (in total) from every Regional Centre of the Judicial Academy, each in duration of 5 days, conducted and study visit report prepared.

(Note: One additional Judicial Academy representative could be participating in each study visit.) |  **100 % fulfilled** | **Completed.**Study visits to Spanish judicial institutions were implemented – the participants visited the Spanish Judicial School for the Judiciary in Barcelona, the Continues Training Service, the Supreme Court of Spain and the Centre for Legal Studies in Madrid, and the Provincial Court of Segovia. During the study visit the participants had the opportunity to discuss various topics concerning the training methodology and online trainings for judges and state attorneys. The participants were also provided with ideas on how to use the modern methodologies in training deliveryThe missions under this Activity were conducted on 02.10. – 06.10.2017. In total, one MS expert (PL Project Leader) was involved in implementation, together with two representatives of the Judicial Academy and 10 Croatian EU law trainers. .  |
| **Activity 4.5**Implementing training courses on the selected areas of EU law for at least 30 participants. |
| * Training courses on the selected areas of EU law for at least 30 participants implemented
 | **100 % fulfilled** | **Completed.**Mentoring and coaching the Croatian trainers and providing advice on how to further improve the training courses in EU Labour Law, European order for payment procedures, European small claims procedures, Right to information in criminal proceedings, The right to access to a lawyer in criminal proceedings, EU Environmental Law and EU Competition Law was conducted successfully.The missions under this Activity were conducted on 15.01. – 19.01.2018; 22.01. – 26.01.2018 and 29.01. – 02.02.2018. In total, six MS experts were involved in implementation, together with the representatives of the Judicial Academy, Croatian EU law trainers and 101 course participants. |
| **Result 5 / Component 5****Professional training programmes on EU law included in the annual programme of the Judicial Academy and comprehensive EU law curriculum developed.** |
| **Activity 5.1** Including professional training programmes and training materials on EU law (civil, criminal and commercial law as well as EU case law search) in the annual training programme of the Judicial Academy |
| * Professional training programmes and training materials on EU law (civil, criminal and commercial law as well as EU case law search) included in the annual training programme of the Judicial Academy.
 | **100 % fulfilled** | **Completed.**During the meeting with the representatives of the Judicial Academy Programme Council, Croatian EU law trainers and training participants, the common agreement was reached that in order to ensure the sustainable inclusion of EU law training curriculum into the annual training programme of the Judicial Academy the training courses on EU law should be regarded as a standard part of the annual training programme of the JA.The draft Guidelines for development of the EU law curriculum that were developed and presented by the project experts, were appreciated as a very positive instrument, and the recommendations presented within the Guidelines should serve as a basis for the development of the EU law curriculum and ensure sustainable training on EU law.The missions under this Activity were conducted on 05.02.2018 – 09.02.2018; In total, four MS experts were involved in implementation, together with the representatives of the Judicial Academy and the Judicial Academy Programme Council, Croatian EU law trainers and training course participants. |
| **Activity 5.2** Developing comprehensive EU law curriculum in order to enhance lifelong learning system in the Judicial Academy |
| * Comprehensive EU law curriculum in order to enhance lifelong learning system in the Judicial Academy developed.
 | **100 % fulfilled** | Discussions were held with Judicial Academy representatives on the following subjects:* Scope and structure of the EU law curriculum;
* List of EU law programmes forming EU law curriculum, questions of the training priorities on EU law training for the upcoming year;
* The target groups for the future trainings;
* Suggestions regarding the sustainable inclusion of the EU law curriculum into the annual training programmes of the JA and the approach used for the development of the revised timeline. Prepared draft documents were assessed positively and it was agreed that the proposed timeline for the upcoming years should be treated by the beneficiary as a flexible instrument and could be changed and adapted in order to the meet the changing needs of the judiciary.
* The EU law curriculum and the timeline for the inclusion of the EU law curriculum into the annual training programmes of the JA was finalised.

The missions under this Activity were conducted on 18.12. – 22.12.2017; 12.02. – 16.02.2018 and 21.02.2018 – 22.02.2018. In total, three MS experts were involved in implementation, together with the representatives of the Judicial Academy and Croatian EU law trainers. |

**2E - IMPACT**

*(a) Specify to what extent the achievement of the results led to the achievement of the purpose of the project and the overall objective (measured against the benchmark(s) specified in the Work Plan).*

*(b) List any unexpected results of the project.*

The progressive implementation of the activities under the 5 components of the project contributed to the fulfilment of the overall objective and the project purpose.

The initial analysis confirmed that the capacity of the Judicial Academy in offering training to judicial officials was somewhat limited in terms of both, the available training programmes in EU law and the number of available EU law trainers. Moreover, the on-line EU law training initially offered by the Judicial Academy required upgrade and enhancement in terms of its quality and contents. Through developing professional training programmes on a wide range of topics covering the fields of general, commercial, criminal and administrative EU law and by significantly increasing the number of trainers who were trained to deliver high-quality trainings on the respective topics, it is safe to say that the overall capacity of the Judicial Academy to provide professional training on various topics dealing with EU law in efficient and regular manner, has been significantly strengthened. In addition, its on-line trainings were upgraded and improved to the level of enabling the Academy to offer high-quality and regular on-line training with different EU law topics incorporated in its contents.

As one of the direct results of the Project, the Judicial Academy became the owner of 30 professional training programmes developed on the variety of EU law topics, which can be used by its trainers any time, provided their regular update and amendment. The programmes developed were tailor-made to meet the needs of the Croatian judicial training system as they cover the initially lacking contents relating to the EU law and focus on practical examples coming from both, ECJ case-law and the case-law of the national courts.

Finally, the introduction of the EU law curriculum produced by the Project experts into the annual training programmes of the Judicial Academy according to the set timeline, will additionally contribute to strengthening the professionalism, efficiency and competences of the Croatian judiciary, as well as to improving the lifelong learning system of the judicial officials in the years to come.

There were no unexpected results arising from this Project, apart from the unexpectedly big number of professional training programmes developed in the course of the Project.

1. **F - FOLLOW-UP AND SUSTAINABILITY**

The BC administration (Judicial Academy) will continue to deliver regular professional trainings on the programmes developed within the project and focused on the Essential EU Law, Preliminary Ruling Procedure and EU Case Law Search, but also covering the wider areas of general, civil, criminal, commercial and administrative EU law. In line with the Project recommendations, the trainings will be based on practical aspects and case law analysis, by emphasizing the most relevant national cases in comparison with the case law of the European Court of Justice. The training programmes developed within the project will be constantly updated with a view of taking into account the relevant developments in EU and national law. The Judicial Academy will also include online courses in Essential EU law and EU Case Law Search in its annual training programme and provide them on a regular basis. The Croatian EU law trainers, who were trained by the Project experts to deliver trainings on a number of EU law topics, will continue to deliver such trainings in the future, by also ensuring the regular updates and amendments required to keep the training programmes in line with the most recent developments in national and EU law. In delivery of the trainings on EU law topics, the Croatian trainers will use the new training skills obtained during Training of trainer sessions provided within the framework of this the Project.

As a safeguard of sustainability and continuation of the work started under the Project, the BC administration – the Judicial Academy, will apply the Five-year EU law curriculum that has been developed and agreed under the Project and introduce it as a standard part of the Academy’s annual training programme.

As the project was reaching its final stage, there has already been some clear evidence of the work continued, including a constructive reaction of the Judicial Academy to the recommendations resulting from the project.

All the mandatory results were achieved in their entirety.

**2G - CONCLUSIONS**

**Overall Assessment**

*Make a one-paragraph evaluation of the project, its progress and impact.*

All missions conducted during the Project implementation period have achieved the expected results. The satisfaction of both MS and BC partners with the project is very high. The activities were planned in very detailed manner, they were conducted smoothly and without delays. The results achieved are concrete and sufficiently sustainable to make a significant impact and change in the Croatian judiciary training system.

There are several points that contributed to this achievement:

a) the coordination and communication between the MS and the Judicial Academy has been efficient from the onset of the Project.

b) all the STE missions were planned at the same time and tried to provide the most adequate response to the specific needs of the Croatian Judicial System;

c) the STEs developed their work in very professional and dedicated manner, by working hard before, during and after the implementation of their missions;

d) the Judicial Academy provided all the necessary means for the implementation of the STE missions. It is important to highlight the high level of involvement of all representatives of the Croatian judicial system – judges, prosecutors, judicial advisors, representatives of the Ministry of Justice and academic community, who took part in the Project activities.

Therefore, the impact of the results of this project has been assessed as very positive, especially in consideration of exceeding the overall expectations and specific benchmarks.

As mentioned several times by the representetives of the Judicial Academy during the official meetings, this project could be considered as an example of efficient management and excellent organisation.

**2H – RECOMMENDATIONS: lessons learned**

*Recommendations for future actions necessary to be undertaken in the area the twinning operates in.*

1. **Main recommendation:**

Sustainable EU law training curriculum should constitute a standard part of the annual programme of the Judicial Academy.

1. **Recommendations concerning the general principles of EU Law trainings**
2. Judicial training system of the Judicial Academy should provide regular trainings on general EU law: Essential EU Law, Preliminary Ruling Procedure and EU Case Law Search.
3. Each EU law training programme should be offered in two levels: basic and advanced. Trainings should be adequately customised and indication of level clearly marked.
4. When implementing specialised EU law courses, it is recommended to invite participants who have already attended courses on Essential EU Law, Preliminary Ruling Procedure and EU Case Law Search or have otherwise gained knowledge on the basic EU law topics**.**
5. **Recommendations for on-line courses:**
6. Online courses in Essential EU law and EU Case Law Search should be included in the annual training programme of the Judicial Academy and provided on a regular basis.
7. The Essential EU Law course is recommended to be offered with mentors to ensure a better learning process.

The course in EU Case Law Search should be offered as an open, self-paced *“do it yourself” course* (without mentors).

1. It is recommended that the Judicial Academy use its own Moodle learning management system and contract external support in order to fully develop its online tools and use more functionalities available in Moodle or as a plug-in.
2. E-learning management team of the Judicial Academy should be increased (through new employment or by appointing additional available staff) to ensure regular and high-quality online trainings.
3. **Recommendations on the training contents:**
4. Trainings should be based on practical aspects and case law analysis, by emphasizing the most relevant national cases in comparison with the case law of the European Court of Justice (ECJ).
5. Training programmes should be constantly updated by taking into account the relevant developments in EU and national law, including the most recent case-law and the main challenges that the EU Member States face during implementation and application of the EU secondary legislation.

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**2I – ANNEXES**

Annex 1: *Overview mandatory results achieved*

***Overview mandatory results achieved***

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Component** | **ACTIVITY** | expected **MANDATORY RESULTS (Components)** | Deadline | Delay+/- [months] | expected **BENCHMARKS (Activities)** | **ASSESSMENT** to date |  Self-assessment Rate HS (Highly satisfactory), S (Satisfactory), U (Unsatisfactory) |
| 1) | **Professional training programmes on EU law in the area of civil, criminal and commercial law with training materials developed and implemented** |
|  | **Activity 1.1**Conducting Training Needs Analysis (TNA) on EU law (primary and secondary legislation) in the area of civil, criminal and commercial law and preparing TNA report | Professional training programmes on EU law in the area of civil, criminal and commercial law with training materials developed and implemented. |  12/2016 |  / | Training Needs Analysis (TNA) on EU law (primary and secondary legislation) in the area of civil, criminal and commercial law conducted and TNA report prepared. | Achieved | HS |
|   | **Activity 1.2**Conducting analysis of the existing professional training programmes of the Judicial Academy in the area of EU law and preparing corresponding report. | Professional training programmes on EU law in the area of civil, criminal and commercial law with training materials developed and implemented. |  12/2016 |  / | The existing professional training programmes of the Judicial Academy in the area of EU law analysed and corresponding report prepared. | Achieved | HS |
|   | **Activity 1.3**Developing professional training programmes and training materials on EU law in the area of civil, criminal and commercial law, including developing of new and upgrading of the existing programmes. | Professional training programmes on EU law in the area of civil, criminal and commercial law with training materials developed and implemented. |  03/2017 |  + 1 month | Professional training programmes and training materials on EU law in the area of civil, criminal and commercial law developed, including developing of new and upgrade of the existing programmes. | Achieved | HS |
|  | **Activity 1.4**Conducting Training of trainers (ToT) on EU law in the area of civil, criminal and commercial law for at least 10 participants. | Professional training programmes on EU law in the area of civil, criminal and commercial law with training materials developed and implemented. | 04/2017 | +2 months | Training of trainers (ToT) on EU law in the area of civil, criminal and commercial law for at least 10 participants conducted. | Achieved | HS |
|  | **Activity 1.5**Conducting 2 study visits for 10 ToT participants (in total) from every Regional Centre of the Judicial Academy and 1 Judicial Academy representative per study visit, each in duration of 5 days and preparing study visit report. | Professional training programmes on EU law in the area of civil, criminal and commercial law with training materials developed and implemented. | 05/2017 | -1 month | 2 study visits for 10 ToT participants (in total) from every Regional Centre of the Judicial Academy, each in duration of 5 days, conducted and study visit report prepared. | Achieved | HS |
|  | **Activity 1.6**Implementing training courses on EU law in the area of civil, criminal and commercial law for at least 30 participants. | Professional training programmes on EU law in the area of civil, criminal and commercial law with training materials developed and implemented. | 07/2017 | +2 months | Training courses on EU law in the area of civil, criminal and commercial law for at least 30 participants implemented. | Achieved | HS |
| 2) |  **Professional training programmes on EU case law search with training materials developed and implemented.** |
|   | **Activity 2.1**Conducting Training Needs Analysis (TNA) on EU case law search among judges, state attorneys and judicial advisors and preparing TNA report. | Professional training programmes on EU case law search with training materials developed and implemented. |  01/2017 |  -1 month | TNA on EU case law search among judges, state attorneys and judicial advisors conducted and TNA report prepared. | Achieved | HS |
|   | **Activity 2.2**Developing professional training programmes and training materials on EU case law search. | Professional training programmes on EU case law search with training materials developed and implemented. |  03/2017 |  -1 month | Professional training programmes and training materials on EU case law search developed. | Achieved | HS |
|   | **Activity 2.3**Conducting ToT on EU case law search for at least 10 participants. | Professional training programmes on EU case law search with training materials developed and implemented. |  04/2017 |  +1 month | ToT on EU case law search for at least 10 participants conducted. | Achieved | HS |
|  | **Activity 2.4**Implementing training courses on EU case law search for at least 45 participants. | Professional training programmes on EU case law search with training materials developed and implemented. | 10/2017 | -1 month | Training courses on EU case law search for at least 45 participants implemented. | Achieved | HS |
| 3) |  **The existing EU law on-line courses upgraded, new EU law on-line courses developed and implemented.** |
|   | **Activity 3.1**Conducting analysis of the existing on- line courses and upgrading existing on- line courses. | The existing EU law on-line courses upgraded, new EU law on-line courses developed and implemented. |  07/2017 |  -7 months | Analysis of the existing on-line courses conducted and the existing on-line courses upgraded. | Achieved | HS |
|   | **Activity 3.2**Developing new EU law on-line courses based on the developed training programmes, including at least 1 course on EU material law and at least 1 course on EU case law search. | The existing EU law on-line courses upgraded, new EU law on-line courses developed and implemented. |  10/2017 |  -4 months | Based on the developed training programmes, new EU law on-line courses developed, including at least 1 course on EU material law and at least 1 course on EU case law search. | Achieved | HS |
|   | **Activity 3.3**Conducting training of e-Tutors for at least 10 participants. | The existing EU law on-line courses upgraded, new EU law on-line courses developed and implemented. |  12/2017 |  -3 months | Training of e-Tutors for at least 10 participants conducted. | Achieved | HS |
|   | **Activity 3.4**Implementing new EU law on-line courses for at least 20 participants. | The existing EU law on-line courses upgraded, new EU law on-line courses developed and implemented. |  01/2018 |  +1 month | New EU law on-line courses for at least 20 participants implemented. | Achieved | HS |
| 4) |  **Professional training programmes on the selected areas of EU law with training materials developed and implemented** |
|   | **Activity 4.1**Conducting evaluation of the trainings implemented under the project and preparing evaluation report; the report will specify additional EU law topics relevant for further trainings. | Professional training programmes on the selected areas of EU law with training materials developed and implemented. |  10/2017 |  / | Evaluation of the trainings implemented under the project conducted and evaluation report prepared; the report will specify additional EU law topics relevant for further trainings. | Achieved | HS |
|   | **Activity 4.2**Developing professional training programmes and training materials on the selected areas of EU law, based on the evaluation report. | Professional training programmes on the selected areas of EU law with training materials developed and implemented. |  11/2017 |  / | Based on the evaluation report, professional training programmes and training materials on the selected areas of EU law developed | Achieved | HS |
|   | **Activity 4.3**Conducting Training of trainers (ToT) on the selected areas of EU law for at least 10 participants. | Professional training programmes on the selected areas of EU law with training materials developed and implemented. |  12/2017 |  / | ToT on the selected areas of EU law for at least 10 participants conducted. | Achieved | HS |
|   | **Activity 4.4**Conducting 2 study visits for 10 ToT participants (in total) from every Regional Centre of the Judicial Academy and 1 Judicial Academy representative per study visit, each in duration of 5 days and preparing study visit report. | Professional training programmes on the selected areas of EU law with training materials developed and implemented. |  12/2017 |  -2 months | 2 study visits for 10 ToT participants (in total) from every Regional Centre of the Judicial Academy, each in duration of 5 days, conducted and study visit report prepared. | Achieved | HS |
|   | **Activity 4.5**Implementing training courses on the selected areas of EU law for at least 30 participants. | Professional training programmes on the selected areas of EU law with training materials developed and implemented. |  03/2018 |  / | Training courses on the selected areas of EU law for at least 30 participants implemented. |   | HS |
| 5) | **Professional training programmes on EU law included in the annual programme of the Judicial Academy and comprehensive EU law curriculum developed.** |
|   | **Activity 5.1** Including professional training programmes and training materials on EU law (civil, criminal and commercial law as well as EU case law search) in the annual training programme of the Judicial Academy | Professional training programmes on EU law included in the annual programme of the Judicial Academy and comprehensive EU law curriculum developed. |  03/2018 |  / | Professional training programmes and training materials on EU law (civil, criminal and commercial law as well as EU case law search) included in the annual training programme of the Judicial Academy. | Achieved | HS |
|  | **Activity 5.2** Developing comprehensive EU law curriculum in order to enhance lifelong learning system in the Judicial Academy | Professional training programmes on EU law included in the annual programme of the Judicial Academy and comprehensive EU law curriculum developed. |  03/2018 |  / | Comprehensive EU law curriculum in order to enhance lifelong learning system in the Judicial Academy developed. | Achieved | HS |

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**Section 3: Expenditure**

Provide total figures of disbursement for key groups of costs

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Actions to be undertaken under the Twinning project** | **Original budget** | **Budget after side letters / addenda** | **Amount paid in Euros** | **Total amount paid** |
| **Unit cost** | **No of units** | **Total MS cost** | **Qtr 1** | **Qtr 2** | **Qtr 3** | **Qtr 4** | **Qtr 5** | **Final report** |
|  |  |  |  |   |   |   |   |   |   |   |
| 1. Resident Twinning Advisor Remuneration Mr./Ms. First Name SURNAME (XXX months) |   |   |   |   |   |   |   |
| Basic salary and non wage labour costs |   |   |   |   |   |   |   |   |   | 0,00 |
| 6% of salary and non-wage labour costs |   |   |   |   |   |   |   |   |   | 0,00 |
| **Total RTA remuneration** | **0,00** | **0,00** | **0,00** | **0,00** | **0,00** | **0,00** | **0,00** | **0,00** |
|   |  |  |  |  |  |  |  |
| 2. Resident Twinning Advisor Allowances |  |  |  |  |  |  |  |
| Daily allowances (50%) |   |   |   |   |   |   |   |   |   | 0,00 |
| Allowances for RTA for first 30 days |   |   |   |   |   |   |   |   |   | 0,00 |
| Allowances for spouse and children for first 30 days at 50% |   |   |   |   |   |   |   |   |   | 0,00 |
| Health and accident insurance for RTA |   |   |   |   |   |   |   |   |   | 0,00 |
| Health and accident insurance for spouse |   |   |   |   |   |   |   |   |   | 0,00 |
| Health and accident insurance for children |   |   |   |   |   |   |   |   |   | 0,00 |
| Accommodation (see appropriate ceiling for each BC) |   |   |   |   |   |   |   |   |   | 0,00 |
| Estate Agent’s Fee |   |   |   |   |   |   |   |   |   | 0,00 |
| Removal Costs (up to 780kg for RTA, 390kg for spouse and 195kg per child) |   |   |   |   |   |   |   |   |   | 0,00 |
| Storage Costs |   |   |   |   |   |   |   |   |   | 0,00 |
| Vehicle transport  |   |   |   |   |   |   |   |   |   | 0,00 |
| Excess Luggage (up to 50kg) |   |   |   |   |   |   |   |   |   | 0,00 |
| Travel to and from place of duty – RTA |   |   |   |   |   |   |   |   |   | 0,00 |
| Travel to and from place of duty – spouse |   |   |   |   |   |   |   |   |   | 0,00 |
| Annual return trip – RTA |   |   |   |   |   |   |   |   |   | 0,00 |
| Annual return trip – spouse |   |   |   |   |   |   |   |   |   | 0,00 |
| Monthly allowance for special economically priced return trips |   |   |   |   |   |   |   |   |   | 0,00 |
| School fees (X children X years) |   |   |   |   |   |   |   |   |   | 0,00 |
| **Total RTA Allowances** | **0,00** | **0,00** | **0,00** | **0,00** | **0,00** | **0,00** | **0,00** | **0,00** |
|   |   |   |   |   |   |   |   |
| 3. HQ Training |  |  |  |  |  |  |  |
| RTA Return fare Brussels |   |   |   |   |   |   |   |   |   | 0,00 |
| RTA 3 per diems BE | 201 |   |   |   |   |   |   |   |   | 0,00 |
| BC PL/RTA Return fare Brussels (under IPA) |  |  |  |  |  |  |  |  |  | 0,00 |
| BC PL/RTA 3 per diems BE (under IPA) | 201 |  |  |  |  |  |  |  |  | 0,00 |
| **Total HQ Training** | **0,00** | **0,00** | **0,00** | **0,00** | **0,00** | **0,00** | **0,00** | **0,00** |
|   |  |  |  |  |  |  |  |
| 4. RTA Assistant |  |  |  |  |  |  |  |
|   |  |  |  |  |  |  |  |
| 5. Project Preparation |  |  |  |  |  |  |  |
| RTA/PL/Junior PL fees |   |   |   |   |   |   |   |   |   | 0,00 |
| (XX trips x XX days) |   |   |   |   |   |   |   |   |   | 0,00 |
| ‘Project Management Costs’ |   |   |   |   |   |   |   |   |   | 0,00 |
| Per diems |   |   |   |   |   |   |   |   |   | 0,00 |
| Airfares |   |   |   |   |   |   |   |   |   | 0,00 |
| **Total Preparation Costs** | **0,00** | **0,00** | **0,00** | **0,00** | **0,00** | **0,00** | **0,00** | **0,00** |
|   |  |  |  |  |  |  |  |
| 6. Project Co-ordination Costs |  |  |  |  |  |  |  |
| Participation of PL in PSC meetings |   |   |   |   |   |   |   |   |   | 0,00 |
| Fees (XX missions of XX days) |   |   |   |   |   |   |   |   |   | 0,00 |
| ‘Project Management Costs’ |   |   |   |   |   |   |   |   |   | 0,00 |
| Per diems |   |   |   |   |   |   |   |   |   | 0,00 |
| Airfare |   |   |   |   |   |   |   |   |   | 0,00 |
| Visibility costs |   |   |   |   |   |   |   |   |   | 0,00 |
| Audit certificate costs |   |   |   |   |   |   |   |   |   | 0,00 |
| Office equipment |   |   |   |   |   |   |   |   |   | 0,00 |
| Office furniture |   |   |   |   |   |   |   |   |   | 0,00 |
| Telephone costs |   |   |   |   |   |   |   |   |   | 0,00 |
| Stationeries |   |   |   |   |   |   |   |   |   | 0,00 |
| **Total Project Co-ordination Costs** | **0,00** | **0,00** | **0,00** | **0,00** | **0,00** | **0,00** | **0,00** | **0,00** |
|   |  |  |  |  |  |  |  |
| **PROJECT ACTIVITIES** |  |  |  |  |  |  |  |
|   |  |  |  |  |  |  |  |
| 7. COMPONENT 1: TITLE |  |  |  |  |  |  |  |
| **1.1 Activity Title** |   |   |   |   |   |   |   |   |   | 0,00 |
| Five-day seminar in BC |   |   |   |   |   |   |   |   |   | 0,00 |
| XX MS experts (names), XX days |   |   |   |   |   |   |   |   |   | 0,00 |
| Expert fees |   |   |   |   |   |   |   |   |   | 0,00 |
| ‘Project Management Costs’ |   |   |   |   |   |   |   |   |   | 0,00 |
| Per diems |   |   |   |   |   |   |   |   |   | 0,00 |
| Air tickets |   |   |   |   |   |   |   |   |   | 0,00 |
| Interpretation (XX interpreters x XX days) |   |   |   |   |   |   |   |   |   | 0,00 |
| Translation of XXXX (XX pages) |   |   |   |   |   |   |   |   |   | 0,00 |
| Seminar venue |   |   |   |   |   |   |   |   |   | 0,00 |
| Coffee Breaks  |   |   |   |   |   |   |   |   |   | 0,00 |
| Training materials |   |   |   |   |   |   |   |   |   | 0,00 |
| **BC** staff costs( per diem, travel, hotel) |   |   |   |   |   |   |   |   |   | 0,00 |
|   |   |   |   |   |   |   |   |   |   | 0,00 |
| **1.2 Activity Title** |   |   |   |   |   |   |   |   |   | 0,00 |
|   |   |   |   |   |   |   |   |   |   | 0,00 |
|   |   |   |   |   |   |   |   |   |   | 0,00 |
| **1.3 Activity Title** |   |   |   |   |   |   |   |   |   | 0,00 |
| **Total Component 1** | **0,00** | **0,00** | **0,00** | **0,00** | **0,00** | **0,00** | **0,00** | **0,00** |
|   |  |  |  |  |  |  |  |
| 8. COMPONENT 2: TITLE |  |  |  |  |  |  |  |
| **2.1 Activity Title** |   |   |   |   |   |   |   |   |   | 0,00 |
| Two-week study trip to MS for XX BC staff to the Ministry of … in … |   |   |   |   |   |   |   |   |   | 0,00 |
| Per diems for BC participants (XX x XX days) |   |   |   |   |   |   |   |   |   | 0,00 |
| Air tickets for BC participants |   |   |   |   |   |   |   |   |   | 0,00 |
| Incidental costs (at 10 per participant/day) |   |   |   |   |   |   |   |   |   | 0,00 |
| Interpreter fees |   |   |   |   |   |   |   |   |   | 0,00 |
| Air tickets for interpreter |   |   |   |   |   |   |   |   |   | 0,00 |
| Per diems for interpreter |   |   |   |   |   |   |   |   |   | 0,00 |
|   |   |   |   |   |   |   |   |   |   | 0,00 |
| **2.2 – 2.9 Activity Title** |   |   |   |   |   |   |   |   |   | 0,00 |
| **Total Component 2** | **0,00** | **0,00** | **0,00** | **0,00** | **0,00** | **0,00** | **0,00** | **0,00** |
|   |  |  |  |  |  |  |  |
| **SUB-TOTAL** |  |  | **0,00** | **0,00** | **0,00** | **0,00** | **0,00** | **0,00** |
| **Amount charged to the provision for changes in prices** |  |  |  |  |  |  |  |  |
| **TOTAL** |  |  | **0,00** | **0,00** | **0,00** | **0,00** | **0,00** | **0,00** |

**Please remember that this report must be accompanied by an EXPENDITURE VERIFICATION REPORT**

**(Model expenditure verification report: Annex A6 to the Twinning Contract)**

**For the administration of the Member State**

*[name and title of the individual(s)*

*authorised to sign]*

*[signature]*

*[date]*

**For the administration of the BC**

*[name and title of the individual(s*

*authorised to sign]*

*[signature]*

*[date]*