



**Training of court staff and bailiffs/  
judicial officers on the digitalisation  
of judicial cooperation in civil and  
criminal law procedures**



Co-funded by  
the European Union

 <https://csab.legaltraining.eu>

# About the project

Under the Justice Programme 2021-2027, ERA is implementing a new training project for court staff and bailiffs/judicial officers in partnership with the Belgian Judicial Training Institute (IGO-IFJ), the Bulgarian National Institute of Justice (NIJ), the Polish National School of Judiciary and Public Prosecutors (KSSIP), the Romanian National School of Clerks (NSC), and the European Union of Judicial Officers (UEHJ), with the support of 17 national judicial training institutions, the European Union of Judicial Officers (UEHJ) and the European Judicial Training Network (EJTN).

Assembling a total of 25 organisations, this transnational project supports EU judiciaries in cross-border judicial cooperation in civil and criminal matters by improving the legal and digital skills of court staff and bailiffs/judicial officers.

14 interactive, cross-border and cross-professional legal and language training events will take place in 8 different countries in face-to-face, hybrid and online formats. The activities cover various topics in the fields of EU civil and criminal law with the aim of building the digital capacity of justice professionals on the application of the relevant substantive and procedural law.

## Objectives

- To train 472 court staff and bailiffs/judicial officers by organising a total of 14 interactive and practical legal training activities on EU civil and criminal law matters
- To enhance the specialised knowledge of court staff and bailiffs/judicial officers on the legislation, practices and systems related to cross-border use of ICT in civil and criminal law procedures
- To improve the English communication skills and legal English in the fields of EU civil and criminal law of court staff and bailiffs/judicial officers
- To facilitate the exchange of professional experiences between court staff and bailiffs/judicial officers across the EU with a view to strengthening future cooperation
- To produce and disseminate a series of video podcasts identifying best practices in cross-border use of ICT tools targeting court staff and bailiffs/judicial officers

## Methodology

The project provides the necessary tools for court staff and bailiffs/judicial officers to navigate the rapid digital transformation of the judicial systems in Europe. The activities will cover various topics in the fields of EU civil and criminal law with the aim of building the digital capacity of justice professionals on the application of the relevant substantive and procedural law.

Some activities will offer legal English language training parallel to legal training, thus enhancing the target groups' linguistic skills in areas of practical value. A mix of training methods will be offered, from lecture-style presentations to practical case work and live demonstrations. The events bring together countries with various levels of digitalisation of their judicial systems, creating an ideal platform for mutual learning and exchange of experiences in the use of ICT tools.

The project will contribute to the efforts made to advance the digital transformation of justice and thus improve the efficiency of the judicial systems in the EU.

The project covers the following instruments:

### EU civil law

- E-CODEX
- Brussels I Regulation (recast)
- Service of documents
- Taking of evidence
- European Payment Order
- European Small Claims Procedure

### EU criminal law

- E-CODEX
- European Arrest Warrant
- European Investigation Order
- European Production and Preservation Orders
- Electronic Evidence
- Transfer of Proceedings



## Our project in numbers

Our mission is to train 472 court staff and bailiffs/judicial officers by organising interactive and practical legal training activities on EU civil and criminal law matters.

**14**  
training events

**21**  
countries  
directly involved

**472**  
court staff &  
bailiffs trained

**8**  
different venues

**8**  
video podcasts

Do you know how many court staff in European Member States require, or may require, training in European law?

**Approximately 180,000!**



# Calendar of activities



## Series of pan-European legal academies

The main objective of the legal academies is to increase awareness of new technologies and to develop the legal and digital skills of court staff and bailiffs/judicial officers for the efficient use of digitalised judicial procedures and registers.

They will last 4 days each, are held in English and hosted at ERA's premises in Trier, Germany in a hybrid format. Two legal academies focus on EU civil law and procedures and two on EU criminal law and procedures. Each legal academy admits a maximum of 45 face-to-face participants, as well as 20 online participants, from different countries.

### 2026

Trier & Online  
19-23 October 2026

Civil Law

### 2027

Trier & Online  
26-29 January 2027

Criminal Law

Trier & Online  
8-12 November 2027

Civil Law

### 2028

Trier & Online  
1-4 February 2028

Criminal Law

## Series of pan-European legal English seminars

The legal English seminars comprise English language training on the one hand, and training on the selected EU legal instruments on the other. Each event will last 2.5 days. Eight events take place face-to-face around Europe and address 22 court staff and bailiffs/judicial officers from various countries each.

Two seminars are implemented online for a maximum of 18 participants each and with a specially adapted training programme to ensure interactivity in the online training environment.

### 2026

Sofia  
27-29 May 2026

Civil Law

Bucharest  
16-18 June 2026

Criminal Law

Madrid  
23-25 September 2026

Criminal Law

Brussels  
6-8 October 2026

Civil Law

### 2027

Online  
18-20 January 2027

Criminal Law

Valetta  
16-18 March 2027

Civil Law

Krakow  
September 2027

Civil Law

Tirana  
19-21 October 2027

Criminal Law

### 2028

Online  
17-19 January 2028

Civil Law

Brussels  
23-25 February 2028

Criminal Law

### Participation conditions

#### Registration

Participation is on selection and free of charge. The number of places available is limited. Interested court staff and bailiffs/judicial officers may register via their respective national training institutions, the EUR or the UEHJ.

Participants should have a working knowledge of English.

#### Travel & Accommodation

Participants will receive a fixed contribution towards their travel and accommodation expenses and are asked to book their own travel and accommodation. The condition for payment of this contribution is to sign all attendance sheets at the event.

The amount of the contribution to the travel costs will be determined by the EU unit cost calculation guidelines, which are based on the distance from the participant's place of work to the seminar location and will not take account of the participant's actual travel costs. Fixed sums will be paid for hotel accommodation, depending on the location of the event.

Successful applicants will be sent the relevant claim form and information on how to obtain payment of the contribution to their expenses. Please note that no payment is possible if the registered participant cancels their participation for any reason.

#### Other services

Beverages consumed during the event, lunch(es) and one joint dinner are offered by ERA. No per diems will be offered.

### Series of video podcasts

A series of eight video podcasts will demonstrate best practices in the use of ICT at national level identified during the project activities.

### Project website

More information about the seminar series and free access to the specially developed training materials, available under:

<https://csab.legaltraining.eu>

The content of the webpage will be updated regularly.

# Partnership



## Associated partners

-  **Albania**  
School of Magistrates (SoM)
-  **Austria**  
Federal Ministry of Justice (MoJ)
-  **Croatia**  
Judicial Academy
-  **Czech Republic**  
Judicial Academy
-  **Estonia**  
Estonian Prosecutors Office
-  **EJTN**  
European Judicial Training Network
-  **EUR**  
European Union of Rechtspfleger
-  **Finland**  
National Courts Administration (NCA)
-  **France**  
National School of Clerks (ENG)
-  **Kosovo \***  
Academy of Justice (AoJ)

-  **Latvia**  
Ministry of Justice  
Judicial Academy
-  **Lithuania**  
LITHUANIAN COURTS  
National Courts Administration (NCA)
-  **Malta**  
Court Services Agency  
In neuem Fenster öffnen  
Malta Court Services Agency
-  **Moldova**  
INSTITUTUL NATIONAL AL JUSTITIEI  
NATIONAL INSTITUTE OF JUSTICE  
National institute of Justice (NIJ)
-  **The Netherlands**  
Training and Study Centre for the Judiciary (SSR)
-  **Slovenia**  
REPUBLIC OF SLOVENIA  
Ministry of Justice, Judicial Training Centre
-  **Spain**  
Centre for Legal Studies (CEJ)
-  **Ukraine**  
PROSECUTOR'S TRAINING CENTER OF UKRAINE  
Prosecutor's Training Center  
National School of Judges

\*This designation is without prejudice to positions on status and is in line with UNSCR 1244 and the ICJ opinion on Kosovo Declaration of Independence.

## Beneficiaries

- Belgium**  
Judicial Training Institute (IGO-IFJ)
- Bulgaria**  
National Institute of Justice (NIJ)
- Poland**  
National School of Judiciary and Public Prosecution (KSSiP)
- Romania**  
National School of Clerks
- UEHJ**  
European Union of Judicial Officers



## Contact



Daniel Gärtner  
Project Manager  
European Private Law  
Tel.: +49 651 93737-111  
E-mail: DGaertner@era.int



Cornelia Riehle  
Project Manager  
European Criminal law  
Tel.: +49 651 93737-302  
E-mail: CRiehle@era.int

 <https://csab.legaltraining.eu>



The contents of this publication are the sole responsibility of ERA and can in no way be taken to reflect the views of the European Commission

**Academy of European Law**  
Metzer Allee 4  
54295 Trier (Germany)

+49 651 9 37 37-0  
+49 651 9 37 37-771  
[info@era.int](mailto:info@era.int)  
[www.era.int](http://www.era.int)