



## TRAINING COURT STAFF AND BAILIFFS IN EUROPEAN CROSS-BORDER CRIMINAL LAW PROCEDURES

Introductory pan-European legal seminar

Trier & online, 6 - 7 June 2024

EXCELLENCE IN  
EUROPEAN LAW<sup>1</sup>

### Speakers

**Katarzyna Krysiak**, Public Prosecutor, Warsaw

**Dirk Merckx**, First Deputy King's prosecutor, King's Prosecution Office, Brussels

**Paul Notenboom**  
European Delegated Prosecutor, Rotterdam

### Key topics

- Mutual Legal Assistance
- Mutual recognition
- European Arrest Warrant
- European Investigation Order
- Freezing and Confiscation

Language  
English

Event number  
324DT20ef

Organisers  
ERA (Jaroslav Opravil) in cooperation with the Polish National School of Judiciary and Public Prosecution (KSSIP)

Location  
ERA Trier, Metzger Allee 4



# TRAINING COURT STAFF AND BAILIFFS IN EUROPEAN CROSS-BORDER CRIMINAL LAW PROCEDURES

**Thursday, 6 June 2024**

08:45 Arrival and registration of participants

09:00 **Welcome and introduction**  
*Jaroslav Opravil*

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## MUTUAL LEGAL ASSISTANCE IN CRIMINAL MATTERS

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09:05 **The concept of Mutual Legal Assistance (MLA)**

- Relationship between legal instruments for judicial cooperation in criminal matters
- Administrative details: transmission channels, forms
- Execution of the MLA - Time limits
- Special provisions for hearings by videoconference and telephone conference

*Katarzyna Krysiak*

09:45 **Workshop: Case scenarios on MLA**  
In this workshop, that will take place in two groups, participants will be provided with different case examples to different issues regarding MLA.  
*Katarzyna Krysiak, Dirk Merckx*

11:00 Coffee break

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## MUTUAL RECOGNITION INSTRUMENTS IN EUROPEAN CRIMINAL LAW

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11:30 **An introduction to the range of EU instruments in mutual recognition and the way they interact with each other**

- European Arrest Warrant
- European Investigation Order
- Transfer of judgements and enforcement of foreign criminal sentences

*Katarzyna Krysiak*

12:30 Lunch

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## FREEZING AND CONFISCATION IN THE EU

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13:30 **Practical issues of freezing and confiscation in the EU today**

- Scope and content of Regulation 2018/1805 and Framework Decisions 2003/577 and 2006/783

*Paul Notenboom*

14:30 **Case scenarios on freezing and confiscation**  
In this workshop, participants will be provided with different case examples to different issues regarding freezing and confiscation  
*Paul Notenboom*

15:30 Coffee break

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## THE EUROPEAN ARREST WARRANT TODAY

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16:00 **The scope and content of the European Arrest Warrant**

- Main problems connected to the issuing and executing of EAWs and mutual recognition

*Dirk Merckx*

17:00 End of first day

19:00 Dinner

## Objective

This pan-European seminar offers a platform for exchange among court staff members and bailiffs from all over the EU. Participants have the possibility to exchange experiences, look at current and forthcoming issues in judicial cooperation in criminal matters in the EU, and make personal contacts.

## Methodology

The training consists of multiple modules, each covering a specific European criminal law topic. Each module starts with a presentation on the topic, followed by case studies and exercises. While solving the exercises, the participants will familiarize themselves with the legal sources and online tools relevant to the topic. The training materials have been developed by renowned EU experts and aim to aid court staff in actively applying the EU criminal law.

## You will learn about...

- The concept of mutual legal assistance
- the state of play of the instruments of mutual recognition in the EU
- how to apply the European Arrest Warrant and European Investigation Order
- the new legal framework on freezing and confiscation in the EU.

## Who should attend?

Court staff and bailiffs from EU Member States who need to work with EU criminal law instruments to fulfil judicial or procedural functions. Participation is only possible upon nomination by the project partners.

## Your contact person at ERA



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## Friday, 7 June 2024

09:00 **Discussion on EAW case studies and issues of current legislation**  
 In this workshop, participants will be provided with different case examples to different issues regarding the EAW  
*Dirk Merckx, Katarzyna Krysiak*

10:15 Coffee break

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### WORKING WITH THE EUROPEAN INVESTIGATION ORDER

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10:45 **Practical issues concerning the European Investigative Order**

- General information about the EIO – the idea of EIOs, the meaning of EIOs in the mutual recognition system
- Possible problems with issuing and executing EIOs

*Dirk Merckx*

11:30 **Discussion on EIO case studies and issues of current legislation**

- Presentation of examples of particular problems based on practical situations

*Dirk Merckx, Katarzyna Krysiak*

12:30 **Closing remarks: Further training offers for court staff and bailiffs by ERA and EJTN**  
*Jaroslav Opravil*

13:00 End of the seminar

#### ✓ **Project webpage:**

If you are interested in more information about the project or would like to have free access to the specially developed training materials, please visit our project webpage:

**[csab.legaltraining.eu](https://csab.legaltraining.eu)**

#### ✓ **e-tool on European Criminal Law: Legal English for Court Staff**

Do you wish to improve your level of English in the field of European criminal law? This interactive e-tool introduces users to the main difficulties of dealing with the specific topic in English, but it also aims to improve their listening, reading and writing skills in English.

**[Click here to start the e-tool](#)**

## About the Project

The seminar is part of a large-scale project co-funded by the European Commission entitled “Training court staff and bailiffs in European cross-border civil and criminal law procedures”. The project brings together 18 organisations from different countries that will tackle the deficiencies of court staff and bailiffs’ training by adopting a modern and practical approach to EU judicial training. 10 language training events and 11 pan-European legal seminars will be offered in face-to-face, hybrid and online formats.

## Project partnership

### Beneficiaries

European Judicial Training Network (EJTN)  
**Belgium** – Judicial Training Institute  
**Bulgaria** – National Institute of Justice  
**Romania** – National School of Clerks

### Associated partners

European Union of Judicial Officers (UEHJ)  
**Austria** – Federal Ministry of Justice  
**Croatia** – Judicial Academy  
**Czech Republic** – Judicial Academy  
**Estonia** – Estonian Prosecutor’s Office  
**Finland** – National Courts Administration  
**France** – National School for Clerks  
**Lithuania** – National Courts Administration  
**North Macedonia** – Academy for Judges and Public Prosecutors “Pavel Shatel”  
**The Netherlands** – Training and Study Centre for the Judiciary  
**Poland** – National School of Judiciary and Public Prosecution  
**Slovenia** – Ministry of Justice, Judicial Training Centre  
**Spain** – Centre for Legal Studies

## Upcoming project events on cross border criminal matters

Vilnius  
 10-11 October 2024

Trier  
 30-31 January 2025

Programme may be subject to amendment.

The content of this seminar represents the views of the author only and is his/her sole responsibility. The European Commission does not accept any responsibility for use that may be made of the information it contains.

## Terms and conditions of participation

### Selection

1. Participation is on selection. The number of places available is limited. Participants should have a basic knowledge of English. Interested court staff may register via their respective national training institutions. Interested bailiffs may register via UEHJ. A response will be sent to every applicant after this deadline. **We advise you not to make any bookings before you receive our confirmation.**

### Travel and Accommodation

2. Participants will receive a fixed contribution towards their travel expenses and are asked to book their own travel. The condition for payment of this contribution is to sign all attendance sheets at the event. No supporting documents are needed. The amount of the contribution 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.

3. Travel costs from outside Germany: participants can calculate the contribution to which they will be entitled on the European Commission website (<https://era-comm.eu/go/calculator>). The distance should be calculated from their place of work to the seminar location.

4. For those travelling within Germany, the contribution for travel (round trip) is fixed at €64 (for a distance between 50km and 400km). Please note that no contribution will be paid for travel under 50km. For more information, please consult p.10 on <https://era-comm.eu/go/unit-cost-decision-travel>.

5. Accommodation costs: international participants and national participants travelling more than 50km one-way will receive a fixed contribution of €119 per night for up to two nights' accommodation. For more information, please consult p.13 on <https://era-comm.eu/go/unit-cost-decision-travel>.

6. These rules do not apply to representatives of EU Institutions and Agencies who are required to cover their own travel and accommodation.

7. 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

8. One lunch, beverages consumed during the event and the seminar documents are offered by ERA. One joint dinner are also included.

### Participation

9. Participation at the whole seminar is required and participants' presence will be recorded.

10. A list of participants including each participant's address will be made available to all participants unless ERA receives written objection from the participant no later than one week prior to the beginning of the event.

11. The participant will be asked to give permission for their address and other relevant information to be stored in ERA's database in order to provide information about future ERA events, publications and/or other developments in the participant's area of interest.

12. A certificate of attendance will be distributed at the end of the seminar.

