



ejtn



Group Exchange Programme in an Ordinary Court

Participants:

- ✓ Ms. Laura Centomo;
- ✓ Ms. Andrea Kranz;
- ✓ Ms. Elena Dumitru.

City: Santarém

Hosting Court: Santarém Judicial District Court and Competition, Regulation and Supervision Court

Date: November 11th – November 15th

Monday, November 11th

Responsible for follow-up: Responsible for monitoring: Court Staff Manager Manuel Louro or the Secretary of Justice Maria Isabel Portela, assisted by the Bailiff Cristina Palhares from the support office to the Judge President and by a Bailiff from each of the process units to visit.

Address: Edifício da Ex-Escola Prática de Cavalaria, Praça do Município - 2005-245 Santarém

09:00 am

Reception of the participants

09:30 am - 12:30 pm

Visit: Judicial District Court of Santarém - Palace of Justice II Santarém (PJ2):

- General description of the Portuguese judicial structure. Presentation of the organic structure of a Portuguese district court. The Santarém judicial district court. Management bodies. Function and competencies.
- Visit to the facilities and contact with the organic units of the civil area (Civil, Commerce, Labor, Family and Juvenile Courts and Public Prosecutor's office) and respective court officials. Opportunity to knowledge and experience exchange.
- Judicial Court of Santarém's District: Territorial jurisdiction in civil law areas, specialization and location of courts in the territory.

12:30 pm - 1:30 pm

Lunch Period

01:30 pm - 05:00 pm

- Consulting technical advice to the courts: support office for judges (GAMJ). Contact with the court assessors.
- Visit to the children's audition room and respective technical support room.
- International judicial cooperation: difficulties and experience in using European instruments of mutual assistance in civil matters. The European Judicial Network in civil and commercial matters.

06:00 pm – (optional)

- Magusto - Saint Martin's day (traditional celebration)

Tuesday – November 12th

Responsible for follow-up: Court Staff Manager Manuel Louro or the Secretary of Justice Maria Isabel Portela, assisted by the Bailiff Cristina Palhares from the support office to the Judge President and by a Bailiff from each of the process units to visit.

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09:00 am - 12:30 pm

Visit: Competition, Regulation and Supervision Court.

- Territorial jurisdiction and specialization;
- Experience in real-time simultaneous translation, use of video conferencing and distance communication applications, procedural dematerialization and electronic processing of procedures.

12:30 pm - 01:30 pm

Lunch Period

01:30 pm – 05:00 pm

- Contact with the central unit. Electronic distribution;
- Bar Association: The importance of the lawyer in the Portuguese legal system. Legal aid in access to law and courts.
- Presentation of the *Citius* tool: the most relevant functionalities for the management of court cases;
- Presentation of the tools used to manage and monitor judicial activity;
- Exchange of experiences.

Wednesday – November 13th

Responsible for follow-up: Court Staff Manager Manuel Louro or the Secretary of Justice Carlos Antunes, assisted by the bailiff Cristina Palhares from the support office to the Judge President and by a bailiff from each of the process units to visit.

Address: Palácio da Justiça, Campo Sá da Bandeira - 2000-024 Santarém

09:00 am - 12:30 pm

Visit: Judicial District Court of Santarém - Palace of Justice I Santarém (PJ):

- Criminal trial hearing attendance;
- Contact with judges and public prosecutors with the purpose of knowing and sharing information about the judicial structure and hierarchy and the most relevant principles of criminal law and criminal procedural law;
- International judicial cooperation: difficulties in applying European Union instruments, particularly the convention on mutual assistance in criminal matters.

12:30 pm - 01:30 pm

Lunch Period

01:30 pm - 05:00 pm

- Territorial jurisdiction in criminal law areas, specialization and location of courts in the territory.
- Visit to the facilities and contact with the organic units of the criminal area (Criminal Courts, Criminal Investigation Court and Department of Investigation and Criminal Action - DIAP) and respective court officials. Opportunity to exchange knowledge and experience.

Thursday – November 14th

Responsible for follow-up: Court Staff Manager Manuel Louro or the Secretary of Justice Maria Isabel Portela, assisted by the Bailiff Cristina Palhares from the support office to the Judge President and by a Bailiff from each of the process units to visit.

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Visit: Social reintegration services:

09:00 am - 12:30 pm

- DGRSP: competence relating to supporting judicial activity and social reinsertion of convicted persons;
- Exchange of information and knowledge about social reinsertion in the countries of the participants;
- Electronic surveillance team.

12:30 pm - 01:30 pm

Lunch Period

01:30 pm - 05:00 pm

Visit: Police forces:

- PSP: competence relating to criminal prevention and criminal investigation. Territorial jurisdiction. Video surveillance command and control center;
 - GNR: competence relating to criminal prevention and criminal investigation. Territorial jurisdiction.
 - Exchange of information and knowledge of criminal reality and its prevention and investigation in the countries of the participants.
- **07:30 pm – (optional)**
Dinner – visitors and court staff

Friday – November 15th

Responsible for follow-up: Court Staff Manager Manuel Louro or the Secretary of Justice Carlos Antunes, assisted by the Bailiff Cristina Palhares from the support office to the Judge President and by a Bailiff from each of the process units to visit.

Address: Palácio da Justiça, Campo Sá da Bandeira - 2000-024 Santarém

09:00 am - 12:30 pm

Debate in the PJ1 main courtroom with some court officials from the judicial District Court of Santarém in which each participant is expected to clarify the expectations they had when signing up for the exchange program and whether they were achieved; to what extent participation is considered relevant and how the experience is evaluated.