



Ministry of Foreign Affairs

# *Administration of Justice*

## *A Shiraka professional development course*

**The Netherlands invites civil servants from the MENA region to apply for a professional development course on administration of justice.**

**Eligible countries are: Algeria, Bahrein, Egypt, Iran, Iraq, Jordan, Kuwait, Lebanon, Libya, Mauritania, Morocco, Oman, Palestinian Territories, Qatar, Saudi Arabia, Sudan, Tunisia, United Arab Emirates, Yemen.**

The objective of the course is for civil servants working in the field of administration of justice to share their knowledge and skills enabling them to lead and inspire the modernisation of judiciary and prosecution services in their home countries. The course also aims to strengthen participants' ties with the Netherlands and the Dutch government; especially between Dutch civil servants and their counterparts in the target countries.

### **Goals of the Administration of Justice professional development course**

The Ministry of Foreign Affairs of the Netherlands is organising the professional development course with the following aims:

- Provide high quality training to a group of 25 civil servants involved in the field of administration of justice in their respective countries;
- Acquaint the participants with good practices in the field of administration of justice;
- Enable the participants to act as change agents in their respective countries.

Additionally, the course provides participants with the opportunity to develop a valuable network with other civil servants in the region and in the Netherlands.

### **Course outline and content**

The training programme on administration of justice consists of 11 training days in the Netherlands and 5 training days in one of the participating countries (including travel days). The two modules are related and designed to support learning through follow-up and tailored feedback on participants' real life practice with administration of justice.

The training will be interactive and geared towards practice and cooperation, while providing participants with insights and new or comparative perspectives on:

- The Dutch judicial system
- Human Rights and the importance of a fair judicial system
- Upholding the ethics and integrity of the judiciary
- Efficient and effective case flow management
- Policy and practice of alternative dispute resolution
- Skills and tools for change management and personal leadership

All theoretical elements will be complemented by practical examples and individual and group assignments, as well as group discussions and debates. Participants will learn about and apply the tools used by Dutch civil servants, and are expected to contribute actively to the training sessions.

Exchange of views and experiences with civil servants of the Netherlands Ministry of Justice and Security will also be part of the training, as well as visits to other key Dutch institutions, such as for example to the Public Prosecution Service (OM), the Court of Appeal of The Hague and the International Court of Justice.

### Dates, location and language

The professional development course will take 2 weeks in total (nonconsecutive).

Part I: 11-19 June, 2019 The Hague, The Netherlands	Part II: October or November, 2019 Tunis, Tunisia
---	---

The courses will be in English, with interpretation into Arabic. Participants are obliged to attend both parts in full. After completing the course, participants will receive a certificate.

### Costs and fees

The Dutch government will take care of all relevant costs for participants from countries on the [OECD-DAC list](#). This includes international travel, board and lodging, visa and insurance, and tuition fees for the course. Participants from countries that are not on the OECD-DAC list will pay for their own international travel costs; flight tickets and visa. Board and lodging, insurance and tuition fees for the course will be covered by the Dutch government. All applicants are responsible for the organisation and costs of travelling to the airport in their own country. Participants from countries on the OECD-DAC list departing from an international airport outside their own country, will have to cover local travel expenses themselves and will be compensated for the international part of their journey.

In case of no-shows or cancellations within four weeks before the start of the first part of the training, the organisation has the right to claim all costs incurred from the participants' employer.

### Application

Applications should be made online before April 1, 2019. To apply you have to create an account first which will enable you to fill out the online application form. Go to the website: <http://www.shiraka.nl/en/courses/>

Click on "Apply" and scroll to administration of justice. Click on "Apply here: application form". Click on create an account and enter your personal information and login information. Click on "register". After you have registered, your account is created. Login to fill in the application form for administration of justice and save the form. After saving your application form, you have successfully applied. You will receive a confirmation email.

### Selection criteria are:

- Administrative check. Fully documented applications received before the deadline.
- Match of job position and learning goals with the topics of the course and motivation.
- Between 5 and 10 years relevant work experience as civil servant in the judiciary and/or prosecution services and international experience.
- No (previous) participation in other Shiraka or Matra-South Training Programmes.

We encourage female civil servants to apply. There are 25 places available, which will ideally be divided equally between the invited countries. A passive understanding of the English language would be a plus. Please be aware that this won't be used as a selection criteria.

### Shiraka training programme

The course will be organised as part of the Shiraka programme, an initiative of the Ministry of Foreign Affairs of the Netherlands. Shiraka is a Dutch bilateral effort dedicated to contributing to political development in the MENA region. Through this Shiraka training programme, the Netherlands Ministry of Foreign Affairs aims to stimulate and support sustainable transition in the MENA region and to strengthen relations between the Netherlands and the target countries.

### More information

[IO@rvo.nl](mailto:IO@rvo.nl) (for questions concerning the database);  
[Shiraka@cilc.nl](mailto:Shiraka@cilc.nl) (for questions concerning the course)

The Shiraka Training Programme is an initiative of the Dutch Ministry of Foreign Affairs. The department International Entrepreneurship of the Netherlands Enterprise Agency implements the Shiraka Training Programme. The Administration of Justice professional development course will be organized by the Center for International Legal Cooperation (CILC) and Utrecht University.

Ministry of Foreign Affairs  
Rijnstraat 8  
P.O. Box 20061 | 2500 EB  
The Hague, the Netherlands



Netherlands Enterprise Agency