



## Kosovo Judicial Council



### Donor Coordination Meeting

Our joint mission is to advance the rule of law and provide justice and better court services to the citizens of the Republic of Kosovo. Your consistent support and contribution to our work, whether through projects or expertise, is of particular importance. I am deeply convinced that through this cooperation, we will be able to increase the judicial system's efficiency and be as close as possible to the Kosovo citizens.

The Kosovo Judicial Council is and will always be grateful for the consistent assistance of our international partners, and we will always be ready for further cooperation.

Str. Luan Haradinaj 133, Prishtinë  
T: +383 (0)38 200 17 494

<https://www.gjyqesori-rks.org>  
<https://www.facebook.com/keshilligjyqesorikosoveskgjk@gjyqesori-rks.org>



# Construction of the Court House Basic Court in Peja

Funded by:

## Current status

The Basic Court in Peja is located in an old building. It possesses insufficient space for judges and administrative staff to perform their everyday duties and tasks.

The Court operates in two different buildings and which are separated from each other with significant distance.

Infrastructural conditions are poor, and as such, the court staff find it very difficult to perform a typical working day under those conditions.

## Objectives

To provide the necessary space for the Court's work performance, such as providing courtrooms per European standards. To increase the number of judges and administrative staff offices, especially for new staff to be hired and create adequate spaces for archiving court cases, witnesses, etc.

## Results

The KJC, through this project, aims to:

- Resolving court cases in optimal and acceptable periods;
- Increasing the trust and image of the Court to the citizens of this municipality.

## Activities

The Court location has already been identified in the Municipality of Peja. The Government of Kosovo will soon carry out the ownership transfer procedures. Project funding remains an open issue/matter.

**"Peace and Justice are two sides of the same coin"**

**Duration of Project Implementation:**  
approximately 3 (three) years

**Project Implementation Cost:**  
approximately 2.500.000,00 €



# Modernisation of Kosovo Judiciary Court Archives

Funded by:

## Objectives

To create conditions according to modern court archive standards to enable courts to store case files and access archived cases by the court staff and parties. Supply of modular shelving systems is required.

The project will get implemented in the court archives of the courthouses of the Basic Court in Gjilan, Prizren, Gjakova, Peja and Mitrovica.

## Achieved results

Results to be achieved by the implementation of this project are as follows: providing conditions and spaces to ensure concrete court results regarding the court case archiving and the provision of prompt services to citizens. It will be possible for citizens to find the files archived in the courts at the optimal time when they request.

**“Peace and Justice are two sides of the same coin”**

## Activities

For the successful project implementation, the contractor should carry out activities in cooperation with the Logistics Department staff in the KJC Secretariat and the staff of the courts where will be implemented the project.

The contractor will be responsible for supplying all materials required for the project implementation. More precisely, the work to be performed by the contractor is:

- Supply with modular shelving systems for court archives located in the premises of the Basic Courts in Prizren, Peja, Gjakova, Mitrovica and Gjilan;
- Assembling, installing and carrying out all preparatory work for the introduction of court archives. Supply with holders, amplifiers, various conduits, connectors and any other equipment that may be needed for the project implementation;
- Project documentation and the reporting to the KJCs Logistics Department. The report must present all completed work, materials supplied and their technical description;
- All work performed must be done aesthetically, including interventions on the wall or floor. If damage is caused during the works, all interventions must be returned to the state before the damage occurs.

The KJC will carry out activities related to supply and various works so that the contractor can perform the tasks and duties he is obliged to. Respectively, the KJC will provide a protection system from fire and humidity for the archives' spaces, etc.

**Duration of Project Implementation: 1 (One) year**

**Project Implementation Cost: approximately 250,000 €**



# Finance Management System for the KJC and courts

Funded by:

## Objectives

The main objective is efficiency and transparency, starting from the planning and spending of the budget and the collection of court revenues.

This software aims to create an advanced information technology system for budget, finance and revenue management, through which will be registered, recorded, monitored, controlled and reported all revenues and expenditures in the KJC and courts.

## Activities

- Analysis and evaluation of current accounting records of the KJC and KFMS of Treasury;
- Development of all the above modules for courts and the KJC;
- Training on the use of the system of all users of the Courts and the KJC: IT officers for system maintenance and administration, officials of the Department of Budget and Finance in the KJCS, budget, finance and revenue officers as well as Court cashiers, Certification officers in courts and the KJC.

Access to the system will have: The KJC's Chairperson, members of the KJC Committee on Budget, Finance and Personnel, the General Director of the KJC Secretariat (NAO), Court Presidents and supervisory judges, Court administrators and assistant administrators of the Basic Court branches.

## Results

The results to be achieved with the implementation of the project are the budget planning for the KJC and courts individually, and to support activities of the Committee on Budget, Finance and Personnel. This system should support budget management from the early stages of the budget planning, expenditures up to certification. It should also support various reports that present expenditures by category.

The system will contain the following modules:

- Budget planning module for Courts and the KJC;
- Commitment module for Courts and the KJC;
- Expenditure module for Courts and KJC;
- Petty cash module and cash advances to the Court and the KJC;
- Revenue and Deposit Module for Courts and KJC (Revenue Software-SEMH currently exists therefore only needs to be modified and adapted for integration into the new system);
- Module of payments certifications for Court and the KJC;
- Reporting module for Courts and KJC.

**"Peace and Justice are two  
sides of the same coin"**

**Duration of Project Implementation: 1 (One) year**  
**Project Implementation Cost: approximately 30,000.00 €**

# Electronic Archiving of Old Cases/Records

Funded by:

## Current Status

There are many archived court records/cases in paper copy in the Kosovo court archives, which are difficult to find if there is a request to obtain a document from citizens. The current situation of archiving cases in the courts presents a poor situation in terms of document storage due to many cases and inadequate space.

Archives in most Kosovo courts are spaces that are neither fire-resistant nor flood protected. Fire incidents have caused considerable damage to the case files (the consequences have been tremendous).

An essential feature of court records is their physical volume and apparent complexity. Therefore, the importance of electronic court archiving is very significant. Court documents must be adequately maintained, secured and protected so that they are available whenever the need arises to utilize them.

The current archiving of court records/cases in the Kosovo courts is organized so that it is hardly accessible to public users if they need to search about something.

## Objectives

Implementation of this project aims to create an electronic backlog archive of the Kosovo courts, especially for civil cases, which will be easily accessible and searchable for users and constantly updated according to the course of case archiving. Establishment of an electronic database for the archiving of court cases in Kosovo, taking into account the best practices and experience of countries that are part of the EU integration process, as well as building a database of court case documents that is sustainable and in service to the citizens of our country.

The project aims to improve the management level of archived court cases significantly. The goal is to create facilities in the management and rapid use of archived cases in the courts, where there is a need to find them quickly for institutions or citizens.

The main project activities to be carried out

The activities to be undertaken for the implementation of the Electronic Archiving of Court Cases Project are as follows:

- Organization of teams in courthouses where court cases are archived.
- Separation of court cases for archiving.
- Case by case registration, scanning, identification and reordering.
- Establishment of an electronic database for court case archiving.
- Training of archive officers to use the system in the courts.

Results/Outcome

The primary expected result/outcome is the modernization of the electronic court cases archiving system. Functional electronic database for finding archived court cases. Fast court services for citizens' requests regarding archived court documents.

**Estimation of Project Implementation Cost: approximately 500.000,00 €.**

**"Peace and Justice are two sides of the same coin"**



# Financial Support for the Interns Engagement in the Courts

## Objectives

Recruitment of interns in all courts of the Republic of Kosovo according to the formula 1 (one) intern for 1 (one) judge. So, a total of € 448 (four hundred and forty-eight Euros) legal interns for 1 (one) year internship, with a gross monthly salary of € 150 (one hundred and fifty Euros) per month.

**“Peace and Justice are two sides of the same coin”**

**Duration of Project Implementation:**  
**1 (One) year**

**Project Implementation Cost:**  
**806, 400.00 €**

## Activities

The identified activities that need to be carried out for the implementation of this project are as follows:

- Vacancy Announcement for 448 court legal interns positions;
- Selection of court interns;
- Appointment of 1 (one) legal intern for 1 (one) judge;
- Rotation of legal interns in Court departments and divisions where they are performing the legal internship;
- Certification of legal interns at the end of 1 (one) year internship.

## Results

Supporting this project will have a positive impact on the following aspects:

- Increasing the candidates' competition for interns would directly increase the competitiveness of professional quality;
- Motivating interns for engagement and professional development;
- Fulfilling the condition for applying to pass the Bar Exam;
- Gaining 1 (one) year of professional experience;
- Developing/Building potential candidates to serve in important court judicial positions in the future;
- Increasing judicial efficiency.

**Funded by:**

# Automation of summons for court hearings



## Objectives

Resolution of Commercial and Administrative Cases resolution on time and without delays, making it possible to hold court hearings according to the schedules planned by judges through the distribution of summons to parties to attend the court hearing electronically.

**“Peace and Justice are two sides of the same coin”**

## Benefit:

- Ensures the delivery of summons in real time.
- Eliminates the failure of court hearings due to non-deliverance of summons.
- The courts’ budget is saved for approximately 1 million EURO a year.

## Activities

The identified activities to be carried out during the project implementation are as follows:

- Analysis of the existing legal and regulatory framework and identification of amendments to be made to enable the automatic distribution of summons for court hearings.
- If necessary, initiate legal changes and prepare the regulatory framework to implement the automation of court hearing summons expedition.
- CMIS analysis and System upgrade to enable the expedition of summons, confirmation, recording and reporting of activities related to the automation of summons expedition.
- Trainings of court staff and other groups of interest on the use of automatic summons expedition.

## Results that should be achieved

A couple of essential activities must be carried out in order to achieve the intended project results. Essential activities to be implemented are the legal and regulatory framework analysis to automate the summons expedition electronically. Appropriate changes and upgrades to the Case Management Information System (CMIS) should also be made to expedite the summons for court hearings.

# Open Court Hearings

## Objectives

An efficient and transparent system of case resolution by shortening the time of completing the case resolution.

Case resolution time will be shortened by simplifying administrative procedures and eliminating many administrative actions during the court resolution phase. Administrative and procedural actions that can be carried out through open hearings will avoid delays, as the direct judge communication with the parties is enabled, and he/she can carry out procedural actions related to the case until decisions or judgments is made.

**"Peace and Justice are two sides of the same coin"**

## Open Hearings

Is a new model of court proceedings which are open online to case parties.

Open hearings are scheduled by the judge, who, after receiving the case via the system, notifies the parties of the open court hearing. The judge, by scheduling a hearing he/she sends the parties a summons to attend the open court hearing and provides them access to the case file in the system. In the case file, the parties will also see information regarding the case, e.g. who is the plaintiff, see the lawsuit and other case documents.

## The judge, in an open court hearing, may:

- The judge, in an open court hearing, may:
- Requests the parties to respond to the lawsuit,
  - Attach the evidence in the system,
  - Present the closing arguments.
  - Ask the parties if they agree that the judge decides based on the submitted documents or a need for a court hearing.
  - Ask the parties if they agree to hold an online court hearing or want a court hearing with their physical presence.
  - Holds a court hearing.
  - Presents the decision/judgment in the case file.
  - Sets the deadline for appeal.
  - Requests the parties to attach the appeal to the system within the deadline of the appeal.

# Open Court Hearings

## The parties, via CMIS open court hearing online access, can:

- See all data, case documents and the entire case file history.
- Present all types of documents, evidence, requests, etc.
- Apply for the dismissal of the judge.
- Participate online in court hearings.
- They have the decision/judgment and can retrieve it online from the case file.
- Challenge the decisions or judgments.

**"Peace and Justice are two sides of the same coin"**

## Activities

The identified activities to be carried out during the project implementation are as follows:

- Analysis of the existing legal and regulatory framework and identification of amendments that need to be made to enable open court hearings.
- If necessary, initiation of legal changes and preparation of the regulatory framework to enable open court hearings.
- CMIS Analysis and system upgrade to enable online access to case files and to open court hearings.
- Training for judges, administrative staff and various groups of interest for holding open court hearings.

## Advantages:

- Reduces/ Avoids to a large extent the receiving/submission of case files to the parties.
- Reduces the presence in person of the parties in court.
- Reduces the court costs of resolving the case (printing, post, transport, etc.).
- Reduce parties costs.
- Dramatically increases the work efficiency and reduces the time of resolving cases, avoiding numerous steps, starting from receiving the case in court to the verdict. Starting to use open court hearings would be recommended to be used initially for commercial cases.

# The KJC ICT Strategic Plan

Funded by:

## Objectives

Drafting of the KJC Strategic Plan for the Information and Communication Technology. The ICT strategic plan should be a continuation of the ICT strategic plan 2012-2017, which has already been completed and has resulted in the development and implementation of the Case Management Information System (CMIS) in Kosovo courts. The new ICT strategic plan should include a five-year period in which the KJC strategic objectives for the development of ICT for the courts should be foreseen.

## Results to be achieved

The new ICT strategic plan, which is intended to be drafted, should foresee the new technology development objectives in the courts, meaning the upgrade of CMIS and other systems we use. To include new objectives to use the ICT to improve working conditions, increase the efficiency and transparency of the courts, and provide better services to the citizen. The new strategic plan should contain the possibility that parties in court cases will be provided with the opportunity to access case information and the possibility for citizens to initiate a court case via the internet/online.

## Activities

The identified activities that must be carried out for drafting the ICT strategic plan are as follows:

- The engagement of international ICT experts who have strategic planning experience.
- Establishment of KJC working group.
- Situation assessment and identification of strategic objectives for development.
- Preparation of the draft strategic plan.
- Distribution of the draft for comments and incorporation of comments in the strategic plan.
- KJC Approval of the ICT strategic plan.

**"Peace and Justice are two sides of the same coin"**





## KOSOVO JUDICIAL COUNCIL

Str.Luan Haradinaj 133, Prishtinë

T: +383 (0)38 200 17 494

<https://www.gjyqesori-rks.org>

<https://www.facebook.com/keshilligjyqesorikosoves>

[kgjk@gjyqesori-rks.org](mailto:kgjk@gjyqesori-rks.org)