

Ministry of Justice of the Republic of Serbia

**Multi Donor Trust Fund
for Justice Sector Support**

**Annual Progress Report
March 2011 – February 2012**

**Prepared by
Reform Facilitation Unit
and Project Implementation Unit**

March 2012

ABBREVIATIONS

AtJ	Access to Justice
CC	Criminal Code
CMS	Case Management System
CoE	Council of Europe
CPC	Civil Procedure Code
CRED	Central register of enforcement debtors
EC	European Commission
EU	European Union
FLA	Free Legal Aid
GoS	Government of the Republic of Serbia
HJC	High Judicial Council
ICT	Information Communication Technology
IDA	International Development Association
JA	Judicial Academy
JPEIR	Justice Sector Public Expenditure and Institutional Review
JSS	Justice Sector Support
MDTF	Multi Donor Trust Fund
Moi	Ministry of Interior
MoJ	Ministry of Justice
MoLSP	Ministry of Labour and Social Policy
NJRS	National Judicial Reform Strategy
PA	Instruments for Pre-Accession Assistance
PIU	Project Implementation Unit
PP	Procurement Plan
QCBS	Quality- and Cost-Based Selection
RfP	Request for Proposal
RFU	Reform Facilitation Unit
SAA	Stabilization and Association Agreement
SIDA	Swedish International Development Cooperation Agency
SPC	State Prosecutorial Council
ToR	Terms of Reference
TTL	Task Team Leader
UNDP	United Nations Development Programme
WB	World Bank
WG	Working Group

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PROJECT BACKGROUND AND CONTEXT

MDTF-JSS Development

The World Bank-executed Multi Donor Trust Fund for Justice Sector Support (MDTF-JSS) was established in January 2009 at the request of donors and the Serbian Ministry of Justice (MoJ), to serve as a mechanism to pool donor contributions for financing a coordinated work program in support of the MoJ and other justice sector institutions in achieving the objectives of the National Judicial Reform Strategy (NJRS) adopted in April 2006.

However, ten months after the launching of the MDTF-JSS it became clear that some of the MDTF-JSS objectives could be better met through the adjustment of the set-up of the Trust Fund to a jointly executed hybrid Trust Fund. The MoJ, donor representatives in Belgrade and the World Bank task team therefore agreed to amend the arrangement of the Trust Fund allowing for Recipient-execution of part of the Trust Fund. Consequently, there are now two branches of the Fund, one Bank-executed, and the other Government-executed.

This progress report covers the activities implemented by the Government-executed branch of the Trust Fund in the period between the March 16th, 2011 and February 29th, 2012, namely the activities of the Project Implementation Unit (PIU), the Sub-component: Reform Facilitation Unit (RFU) and the Sub-component : Access to Justice (AtJ), all formed under this branch.

Additional EU and SDC Contributions

Representatives of the European Union have expressed intentions to contribute to the Trust Fund. The EU Instrument for Pre-Accession Assistance (IPA) Management Committee will approve the next round of IPA funding for Serbia and intend to join the MDTF-JSS through an IPA funded contribution in first quarter 2012.

Preliminary plans for the Bank-executed activities to be funded using this additional contribution from the EU are detailed as proposed activities under Component 1 and will provide additional ad hoc advisory services through a “Just in Time” adaptable facility to respond to needs defined by the MoJ. The total funds for the EU contribution are anticipated to be approximately USD 2.85 million.

In addition, the Swiss Agency for Development and Cooperation increased its contribution to the Trust Fund by 500,000 Swiss Francs in December 2011.

Closing Date Extension

Given the anticipated additional contribution to the MDTF-JSS, a delay in implementing Government-executed activities due to delays in establishment of PIU and RFU, and the demand for ongoing assistance from the Serbian Ministry of Justice, it has been proposed to extend the closing date of the Trust Fund by four years from December 31, 2011, to December 31, 2015, with an end disbursement date of April 30, 2016. Therefore the implementation of activities will go beyond the first closing date of December 31, 2011.

Commitments and Disbursements

Consulting services, training, goods by February 29, 2012

Source of funding	Amount in USD (calculated on February, 2012)
Grant committed	1,476,609
Government committed	529,158

Project Implementation Unit

Project Implementation Unit (PIU) was established within the MoJ and it is comprising of a PIU director - Assistant Minister for European Integration and International Projects appointed and funded by the MoJ, one procurement specialist and one financial management specialist both funded by the Government-executed funds. The PIU had the responsibilities to carry out the day to day Project implementation and management, including financial and procurement management, disbursement, fiduciary compliance, preparation of necessary documents for Ministry of Finance, European Integration Office, World Bank (specimen of signatures; exemption of VAT, customs duties and taxes; extension of MDTFJSS; amendment to the Grant Agreement, Program Framework, Operational Manual), etc.

Financial specialist and procurement specialist are local consultants contracted since March 1st and April 1st, respectively. The consultants have been performing activities in accordance with their ToR and also in accordance with plans of activities of the MoJ.

The Procurement Specialist prepared, implemented and monitored procurement transactions pertaining to the implementation process in accordance with the World Bank Guidelines, ensured their timely delivery and getting of “No Objections” from the Bank team. The Consultant handled all procurement procedures and implementation and conclusion of contracts. Consultant prepared the procurement plan for the Government-executed activities of the MDTF-JSS and monitored/updated the procurement plan on regular basis, published the procurement opportunities in local newspapers and on MoJ website, maintained and archived all the procurement related records and documentations. The Consultant finalized/updated the Terms of Reference for all individual consultant assignments under the project with the MoJ management, invited expressions of interest (EOI) through advertisements in local newspapers and MoJ site, coordinated with MoJ members in the evaluation of the EOI, prepared all the evaluation reports, conducted negotiations with consultants, prepared draft negotiated contracts and archived signed contracts. This also included preparation of request for proposal (RFP) documents and its amendments, preparation of the list of short listed consultants, clarifications to the consultants, minutes of opening of technical proposals, evaluation of the technical proposals, preparation of technical evaluation report, public opening of financial proposals, preparation of its minutes and the evaluation report. The consultant shared mentioned minutes with the WB and obtained their No-Objection to the reports, prepared draft initialed negotiated contract and minutes of negotiations, provided the feedback to unsuccessful consultants, published the contract award notice on MoJ site and Client Connection. The consultant organized the contract documents signed by the winning consultant and further monitored the contract management including timely completion of the assignment, release of payment, issuing contract amendments, etc.

Procurement specialist participated in collection of data related training services such as collection of offers for bulk supplies for conferences, translation services, etc., and checked submitted inputs.

Part of Procurement Specialist work included preparation of different documents and comments/updates for the relevant institutions in Serbia which are related to the implementation of Project. Procurement plan was approved by the World Bank on October 14th, 2011, while Operations Manual was given No Objection on November 2nd, 2011. Training plan was prepared and sent to the WB on February 1, 2012.

Components

The objectives and outcomes for the Trust Fund remain the same as for the original trust fund. The components are as follows:

- *Component 1* provides advisory services to strengthen justice sector reform in Serbia in the areas of: i) Institutional Capacity; ii) Resource Management and Aid

Coordination; iii) Legal and Institutional Environment; iv) Judicial Facilities and Infrastructure; and v) Outreach, Monitoring and Evaluation.

- *Component 2* provides technical assistance in the five areas from the Component 1 and in the additional area of access to justice.
- *Component 3* funds Supervision.
- *Component 4* funds Trust Fund Administration.
- *Component 5* funds Program Management.

Component 1 is Bank-executed and provides advisory services primarily through analytical reports, training of relevant MoJ staff and other relevant staff, policy dialogue and surveys.

Component 2 is Government-executed and provides technical assistance to the MoJ through the support given to Reform Facilitation Unit in the Ministry of Justice.

Component 2 : Technical Assistance to Strengthen Justice Sector Reform in Serbia

The objective of this component is to strengthen justice sector reform in Serbia in the following areas: i) Institutional Capacity; ii) Resource Management and Aid Coordination; iii) Legal and Institutional Environment; iv) Judicial Facilities and Infrastructure; v) Outreach, Monitoring and Evaluation; and vi) Access to Justice.

Component 2 has been amended to include the proposed additional EU contribution and has two sub-components: (2.1) supports the Reform Facilitation Unit in the Ministry of Justice; and, (2.2) strengthens access to justice. The total cost for this component is approximately USD 5.4 million.

While some overlap in deliverables is natural, Sub-Component 2.1 generally focuses on the above described first five areas, whereas the Sub-Component 2.2 is focused exclusively on the access to justice (AtJ).

The Sub-Component 2.1: Reform Facilitation Unit

The Sub-Component 2.1 funds the establishment of a Reform Facility Unit (RFU) for the Ministry of Justice and the judiciary as a whole. The RFU is responsible for contributing through advisory services to the MoJ in its achievement of reform goals. The RFU

consists of up to eleven local consultants, namely, long term consultants, legal experts and short term consultants. The team provided expert advice, recommendations and technical assistance. Tasks include drafting of technical and policy notes and papers, inputs to strategic planning, facilitation of aid coordination and effectiveness, project design and implementation. In addition, the Trust Fund covers the financing of small scale projects and events including learning events, conferences, and translation services.

Approximately USD 2.9 million is allocated to this Sub-Component.

Objectives

This Sub-Component contributes to the over-arching objective of the MDTF-JSS, which is to support Serbia's justice sector in the EU integration process and strengthen aid coordination in judiciary.

This is achieved through the strengthening of the capacity in the Ministry of Justice and in the judiciary to design and implement reforms in the above mentioned five areas.

Activities fall within the following five groups:

- 2.1.1 Institutional Capacity – to assist Serbia's justice sector institutions towards meeting the EU standards and criteria pertaining to justice sector;
- 2.1.2 Resource Management and Aid Coordination - to facilitate the justice sector leadership to strengthen justice sector resource management and aid coordination.;
- 2.1.3 Legal and Institutional Environment – to facilitate the strengthening of the legal and institutional environment for the Judiciary;
- 2.1.4 Judicial Facilities and Infrastructure – to accelerate the systematic modernization of the court and prosecutorial network; strengthen the resourcing, operations and management of the physical and IT facilities of courts and prosecutor offices; and facilitate the assessment of impact on users' access and satisfaction; and
- 2.1.5 Outreach, Monitoring and Evaluation - to track and report progress on justice sector reform progress and impact.

2.1.1 Institutional Capacity

This activity aims at:

- (i) Supporting the Ministry of Justice, the Judiciary and the Ministry of Finance to design, coordinate and implement judicial reform and modernization strategies, programs and projects;
- (ii) Strengthen regional cooperation in the fields of mutual legal cooperation and assistance, especially in issues pertaining to organized crime and anti-corruption;
- (iii) Expedite the adoption of different International Conventions, and EU Directives and Resolutions in Serbia, and their inclusion into the Serbian legislation; and
- (iv) Build and strengthen the strategic planning function at the Ministry of Justice.

This is delivered through outputs provided by consultants to the MoJ and the Judiciary, operating through the RFU; and implementation of small-scale projects and capacity-building activities. The following long term consultants have been contracted:

- Consultant for EU Integration - local consultant contracted since March 16, 2011 (for detailed list of activities, see pages 10-12);
- Consultant for International Cooperation - local consultant contracted since March 16, 2011 (for detailed list of activities, see pages 12-13);
- Consultant for Justice Sector Policy - local consultant contracted since July 01, 2011 (for detailed list of activities, see pages 13-15).

Under this sub-component following activities have been organized as of March 16th 2011:

- Conference - Strengthen regional cooperation in the fields of mutual legal cooperation and assistance, especially in issues pertaining to organized crime and anti-corruption (Regional and Transnational Cooperation in the Fight against Organized Crime in SEE). This is the third annual Regional Ministerial Conference organized jointly by the Ministry of Interior and the Ministry of Justice of the Republic of Serbia. Its aim is to facilitate the exchange of experiences, sum up the achievements made in the past year in the fields of fighting organized crime, mutual legal assistance and police cooperation in the region of the South East Europe, identify challenges remaining and sketch up further directions and actions. The participants included ministers of interior and justice, public and state prosecutors, special prosecutors for organized crime from the region and the world, and representatives from different international and regional organizations dealing with issues of crime.

- Retreat for building and strengthening the strategic planning function at the MoJ. The aim of the Retreat for building and strengthening the strategic planning function at the MoJ and envisaged activities within the workshops is building up organizational capacities and cross-sector communication with trainer taking into account the review in the Preliminary Assessment of Formal Organizational Structure and Human Resources in the MoJ and its recommendations, which was prepared within the MDTF-JSS. The retreat helped MoJ in its further activities and plans which regards to the improvement of the organizational structure what is also important for the new Justice Sector Strategy (2012-2017) because the organizational structure will be one part of this Strategy. Work on the Strategy is developing with support of the MDTF- JSS and the WB team.
- 1st meeting of the Committee of the parties to the Council of Europe Convention on the Protection of Children against sexual exploitation and sexual abuse in Strasbourg. This Convention, known as 'Lanzarote Convention' is the first international treaty to criminalize sexual abuse with an emphasis on keeping the best interest of children in the forefront. Therefore, MoJ considered it would be valuable to have RFU consultant for Justice Sector Policy on this meeting. This important treaty should provide clear guidelines for amendment of Criminal Code of the Republic of Serbia in the area of child protection. The criminal justice regulations from the Convention was provided to the working group in order to consider potential changes of CC on this basis. Beside this, the committee of the State Parties strongly recommends launch of the campaign 'One in Five' aiming to stop sexual abuse and sexual exploitation of children. While in Strasbourg, the consultant had a preliminary meeting regarding this issue with representatives of CoE. Upon arrival in Belgrade, the consultant presented an idea of the campaign to the Deputy Ombudsman for child rights in Serbia and had further discussion with colleagues from Ministry of Labour and Social Policy. This activity is still in progress.
- 4th session of the Conference of the State Parties to the UN Convention against corruption in Marrakech. The MoJ was represented by the State Secretary Mr. Homen, and RFU consultant for International Cooperation who is working on this issue on daily basis. Her scope of assignment is assisting in the development of institutional capacity within the MoJ in the field of international co-operation, with a special focus on strengthening cooperation in the fields of mutual cooperation and assistance in matters related to organized crime and corruption.
- Activities on implementation of the UNCAC into the domestic legislation that included preparation of responses in the process of finalizing Serbia's self-assessment. This was done through consultations at the national level with relevant stakeholders who have jurisdiction in the issues pertaining to the Chapters III and IV which are currently being reviewed.

Table 1: 2.1.1 Institutional Capacity

	Outputs provided by	Key Tasks	Deliverables
<ul style="list-style-type: none"> • A concept note outlining the mid-term priorities for cooperation with multilateral and bilateral development partners; • Monitoring reports on Serbia’s participation in regional cooperation pertaining to organized crime and anti-corruption; • Periodic monitoring reports on implementation status of development cooperation programs in Serbia’s justice sector; • Progress reports regarding the harmonization of Serbia’s legislation to EU standards; • Implementation reports of the National Programme for Integration of Republic of Serbia into European 	<p>Consultant for EU Integration</p>	<p>The consultant is engaged on selected issues pertaining to Serbia’s EU accession process in the justice sector in close cooperation with the senior management of the Ministry of Justice. The consultant has provided advisory services related to application of different International Conventions, and EU Directives and Resolutions. The consultant is tasked with drafting reports on Serbia’s reform progress to the European Commission and providing critical inputs to the process of harmonizing Serbia’s legislation with the <i>Acquis</i></p>	<ol style="list-style-type: none"> 1. Advisory service with regards to preparation of answers to the EC Questionnaire additional questions provided within the Sub-group 23: Judiciary and Fundamental Rights, Sub-group 24: Justice, Freedom and Security, Political Criteria and several smaller sub-groups within the jurisdiction of the MoJ and judicial institutions. Also, the whole process involved gathering relevant necessary information from different Sectors within the MoJ and judicial institutions. 2. Inputs to the process of harmonization of the RS legislation in line with <i>Acquis communautaire</i>, analyzing relevant EU Directives and Regulations and different International Conventions, relevant for the process of drafting new laws or amending existing one, such as the Law on Civil Procedure, Criminal Procedure Code, Criminal Code and Law on Property. 3. Collection of new portion of <i>Acquis</i> with regards to the sub-groups 3, 4, 10, 23, 26, 28, 30, 31 and 34 (Institutions); meetings with different Serbian institutions held in order to divide competences between all of these institutions; analyzing all relevant legislation determining the MoJ primary or secondary competences and connecting it with different national laws or judicial institutions activities. 4. Preparation of an updated Report and preparation of all relevant information and actions taken regarding the measures necessary to implement the guidelines set forth in the Visa Liberation Roadmap, in connection with the fight against organized crime and corruption. Drafted Report included activities of the Republic Public Prosecutor's Office and work of its Anti-Corruption Department, their activities regarding detecting, submitting complains, procedure and actions upon criminal complains with results of criminal proceedings, fight against corruption and the Anti-Corruption Agency, activities of the of the Prosecutor's Office for Organized Crime and Directorate for management of seized and confiscated assets. Also, activities regarding the judicial cooperation in criminal matters were part of this updated report, but also trainings held and the situation within the filed of personal data protection. This process included communication with all relevant sectors of the MoJ, judicial institutions and gathering all relevant information and relevant statistical data for the Report.

<p>Union (NPI); and</p> <ul style="list-style-type: none"> • Periodic implementation reports on the Ministry of Justice efforts and initiatives for combating corruption. 		<p><i>Communautaire.</i></p> <p>Closely aligned with Serbia's EU integration process, the consultant is also tasked with developing a strategic framework for the second phase of justice sector reforms in Serbia. This entails drafting a strategy document that follows up to achievements accomplished during the NRJS implementation and builds upon the findings and recommendations highlighted in the Reform Status Assessment which is being realized under the MDTF-JSS.</p>	<ol style="list-style-type: none"> 5. Advisory related to the relevant <i>Acquis with regards to the field of personal data protection. Drafted Report on current situation – adopted law, relevant by-laws and ratified conventions and relevant further steps.</i> 6. Analyses of the EUROJUST comments and suggestions with regards to the necessary amendments to the legislation on data protection in the Republic of Serbia, including analyses of the Initiative prepared by the Commissioner for information of public importance and personal data protection. 7. Gathering necessary data and providing relevant information and advisory within the MoJ for the scheduled meetings of the assessment mission to the Republic of Serbia – a verification mission in the framework of the post visa liberalization monitoring process April, 2011. After the mission the Report prepared by the EU expert was analyzed, considering all suggestions and recommendations from it. 8. Facilitating the preparations for the meetings including communication with all relevant sectors of the MoJ, judicial institutions and gathering all relevant information and relevant statistical data for the Plenary session of the Enhanced Permanent Dialogue (EPD) and of the sub-EPD for Justice Freedom and Security June, 2011. The EPD plenary had a particular significance for the preparation of the Commission's Opinion on granting the status of candidate to Serbia in October 2011. The Sub-EPD JLS focused on judicial reform also, human rights, the fight against corruption and organized crime, police and judicial cooperation and the protection of personal data. 9. Drafting several reports with regards to the implementation of the Action Plan of the Government to meet the recommendations from the EC Annual report for 2010 on Serbia's progress in the accession to the EU which include all planned measures and deadlines for implementation and fulfillment of the recommendations from the EC Report. 10. Drafting several reports for the EC on Serbia's reform progress which included conducted legislative activities and implemented reforms within the MoJ where it was pointed out that one of important aspects of the reform of the judicial system of the Republic of Serbia carried out in the previous period is improvement of the normative framework and harmonization with European standards and EU legislation aimed at strengthening the rule of law, democracy, legal security and protection of human and minority rights. Also relevant data were gathered through communication with all relevant sectors of the MoJ and judicial institutions. 11. Facilitation of the process with regards to the request from the Ministry of Finance,
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			<p>preparing information within MoJ scope of activities necessary for the issuing the Eurobond by the Republic of Serbia. The requested information considered judiciary system and judicial reform, organization and judicial network, reform of the legislative framework with regards to the fight against corruption and organized crime and bodies competent for combating corruption and organized crime.</p> <p>12. Involved in the process of preparations for the Conference and drafting the Report from the Regional Ministerial Conference „Regional and Transnational Cooperation in the Fight against Organized Crime in South East Europe: Challenges and Achievements” was held in Belgrade on November 29 - 30, 2011. The conference was attended by the ministers of justice, interior and the state prosecutors from the Region and from the European Union countries, ambassadors of the European countries, representatives of independent regulatory bodies of the Republic of Serbia and representatives of different international organizations as well.</p> <p>13. Providing necessary information to the WB team with regards to preparation of the Preliminary Assessment of Formal Organizational Structure and Human Resources in the Serbian Ministry of Justice and the aim of this assessment is to review the current structure and operations of the MoJ and to identify areas for improvements in organization and capacity.</p> <p>14. Part of the WB team involved in this process of drafting the new National Judicial Reform Strategy for the period 2012 to 2017 and in November the first version of narrative was prepared. Providing advisory to the MoJ on this issue. Currently the process of inserting final comments to the narrative from the MoJ is ongoing.</p> <p>15. Preparations for the Retreat in Arandjelovac, Hotel <i>Izvor</i> which will take place in January 24-25, 2012 started. Planned goals of this Retreat are: to establish priorities within each Pillar of the new Strategy, to identify any items to be excluded, to determine implementation timeframes, consider Ongoing Governance, discuss on exemplary Action Plans and on development of measurable indicators. Participants of the Retreat will be representatives of the High Judicial Council, State Prosecutorial Council, Ministry of Justice, Supreme Court of Cassation, Commercial Appellate Court, Judicial Academy and Serbian European Integration Office.</p>
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	<p>Consultant for International Cooperation</p>	<p>The consultant assists in the development of institutional capacity within the MoJ in the field of international co-operation, with a special focus on strengthening regional cooperation in the fields of mutual cooperation and assistance in matters related to organized crime and corruption. The consultant is in charge of assisting and advising relevant decision makers in monitoring of the work of international organizations and associations in the areas of competence of the MoJ, to assist in monitoring of implementation of OSCE and Council of Europe programs and international obligations within the purview of MoJ. The</p>	<ol style="list-style-type: none"> 1. Providing advisory service to the MoJ in the process of drafting the responses to the Questionnaire (additional questions) of the European Commission: assisting in the coordination of further activities in this area, with particular emphasis on questions pertaining to organized crime and corruption; communicating with relevant stakeholders and coordinating received responses. 2. Providing advisory service to the Ministry of Justice in the preparation process for drafting the self-assessment on the implementation of the UNCAC. Serbia has signed UNCAC in 2003 and ratified it subsequently in 2005. Many activities have been conducted in order to implement UNCAC into the domestic legislation. Currently, Serbia is in the process of finalizing its self-assessment, as a first activity in the review process. The preparation of responses was done through consultations at the national level with relevant stakeholders who have jurisdiction in the issues pertaining to the two chapters which are currently being reviewed- Chapter III and Chapter IV. Nominated as a contact point of Serbia for the implementation of UNCAC, actively engaged in providing advisory and support to the Ministry of Justice in coordinating very detailed inputs provided by Republic Public Prosecutors Office, MLA Department of the MoJ and the Ministry of Interior; provided legal opinion on the anti-corruption legislation, procedures and measures; in an everyday communication with all the relevant stakeholders, facilitating coordination, undertaking research, collecting information and organizing meetings. 3. Advisory to the WG on the new Anti-Corruption Strategy regarding comparative solutions and policies, with a particular emphasis on the necessity to further harmonize anti-corruption measures with the international standards in this area as a member of the Working Group. The WG has been meeting regularly since it was formed in beginning of summer by the second week of February of 2012 and it is expected that the first draft text will be finalized. 4. Providing support in drafting Report on the implementation of the existing Anti-corruption Strategy and its Action plan, covering period October-December 2011. Coordinating and gathering responses of different sectors of the MoJ and other relevant institutions (Prosecutorial Office, Courts). The report was submitted to the Anti-corruption Agency for review. 5. Providing advisory service to the MoJ in regards to the cooperation with the EUROJUST: facilitating everyday communication with the EUROJUST and its member countries and also coordinating the exchange of information between the Republic
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		<p>consultant assists in the preparation of reports in relation to relevant international instruments, and Serbia's future international obligations.</p>	<p>Prosecutors Office and the MLA department of the MoJ; B providing support to the MoJ in the preparation of the Fact finding visit of the Delegation of the EUROJUST to Belgrade aiming to familiarize the Delegation with the functioning of the personal data protection in the Republic of Serbia, as well as to further promote mutual cooperation; reporting on the subject.</p> <p>6. Involved in regional and international cooperation activities in which the Ministry of Justice participated - UNCAC Conference of State Parties held in Morocco in October 2011, Regional Ministerial Conference „Regional and Transnational Cooperation in the Fight against Organized Crime in South East Europe: Challenges and Achievements” which was held in Belgrade on November 29 - 30, 2011., etc.</p> <p>7. Providing support and advisory in drafting Serbia's report for GRECO. One of the key tasks is review of the latest GRECO activities which are connected with the upcoming Third evaluation round for Serbia. Third evaluation round pertains to Incriminations (Theme I - implementation of the Criminal Law Convention on Corruption) and financing of political parties (Theme II). Greco evaluation team conducted the on site visit to Serbia and afterwards gave 5 recommendations with to regards to Theme I and 10 with regards to Theme II. Serbia is expected to report on the measures taken to implement these recommendations by the end of April 2012.</p> <p>8. Involved in implementation of Serbia's international obligations deriving from the fact that Serbia is a member state of the International Criminal Court (ICC): providing advisory in regards to participation of Serbian Delegation on the Assembly of State Parties of ICC, member of the WG for supporting the representative of Serbia in the ICC, assisting in strengthening cooperation between Serbia and ICC, etc.</p>
	<p>Consultant for Justice Sector Policy</p>	<p>The consultant supports selected issues pertaining to justice sector reform and modernization process in Serbia by delivering recommendations and advisory services</p>	<p>1. Advisory to the MoJ on the Action Plan for Roma: as a member of Working Group for development of new Action plan for Roma in Serbia according to Strategy of improvement of the status of Roma in the Republic of Serbia and Decade of Rome (2005-2015), engaged in the subgroup responsible for development of the activities regarding personal documentation of Roma people; consultation and recommendations for normative departments within MoJ in order to create amendments of existing law aiming to facilitate process of subsequent birth registration.</p> <p>2. Advisory to the MoJ on the on issues of persons with disabilities regarding justice sector: as a member WG for drafting initial report for UN committee for persons with disabilities, including: access to justice, analysis of positive laws in Serbia and their</p>

		<p>to the State Secretary of the Ministry of Justice. The consultant supports the ongoing efforts by the Ministry to combat corruption, in accordance to the National Strategy for Combating Corruption, and facilitate such efforts with the Ministry of Interior and the Ministry of Finance.</p>	<p>implementation. The final version of the report will be submitted to the Government of Serbia for adoption.</p> <p>3. Advisory to the MoJ regarding the National Strategy for Prevention and Elimination of Violence against Women in the Family and in Intimate Partner Relationship: its implementation in the domain of MoJ, since its adoption on April 1st 2011, including activities: changing current legislative framework in order to enhance status of victims in trial process; active in monitoring developments in the field of violence against women in Serbia.</p> <p>4. Council of Europe convention on the protection of children against sexual exploitation and sexual abuse: participated at the first meeting of the CoE Committee that has been held on September 21st - 22nd 2011; drafted possible amendments to be discussed on WG for the new Criminal Code of the Republic of Serbia. Serving as a member of Serbian delegation to the Committee on the behalf of the Ministry of Justice. Tasks include support to implementation of the Committee's recommendations in domain of criminal justice.</p> <p>5. Safe house for women victims of human trafficking: development and realization of an idea to provide adequate facility for HT victims through Directorate for Management of Seized Assets giving the Ministry of Labor and Social Policy one 400 m2 house for the use of Shelter for HT victims. Served as a focal point on behalf of MoJ for entire process which included cooperation with MoLSP and MoI, directorate and donors.</p> <p>6. Safe house for autistic adults: I am engaged in facilitation process of obtaining a Safe house for adult autistic persons provided by the Directorate for Management of Seized Assets. Serving as a person responsible for internal communication with Directorate, Secretary of the MoJ and as well as with group of NGO which raised this initiative. This case is in negotiation phase.</p> <p>7. Inter-sector cooperation on minority issues (Croatia, Hungary): member of the Intergovernmental cooperation group for Croatia and Hungary; working meetings twice a year where different minorities' issues are raised (cultural exchange, sport, education, justice). Serving as a member of this inter-sector governmental group on behalf of the MoJ. My tasks include participation on the group's meeting, support to implementation of the recommendations agreed on the group's meetings from domain of the MoJ.</p> <p>8. The Regional and Transnational Cooperation in the Fight against Organized Crime in South East Europe,; Challenges and Achievements, November 29th-30th 2011:</p>
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			<p>delegated as a coordinator of organization of event on behalf of MoJ. I was responsible for logistic and technical support, and interagency communication and coordination.</p> <p>9. Draft Law on Children: participated in public discussion on Draft Law on Children, doing comparative analysis of Draft Law and CC.</p> <p>10. Participating in roundtables, public discussions and working meetings organized by various NGOs and government institutions.</p>
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2.1.2 Strengthening Resource Management and Aid Coordination

This activity aims at:

- (i) Strengthening justice sector administration pertaining to expenditure and resource management; and
- (ii) Enhancing tracking, coordination and management of donor-funded aid in the justice sector.

The following long term consultant is proposed to be hired in the near future:

Consultant for Justice Sector Policy and Data Analysis responsible for providing advisory services and direct support to the senior management of the MoJ in issues related to strengthening resource management in the justice sector, especially in relation with donor-funded programs in the justice sector. The Consultant is expected to provide advice to senior management in the MoJ on policies/actions to increase the effectiveness in the justice sector. The Consultant is expected to analyze data, analysis and provide advice on the basis of reports/studies and surveys on issues related to resource management.

The PIU invited individual consultants through advertisement in the newspaper, MoJ and MDTFJSS site, to indicate their interest in providing these services in October 2011 and the Evaluation Committee from the MoJ performed the evaluation in November. The WB did not find that the awarded consultant's qualifications and the ToR correspond and proposed that the position be re-advertised with a revised ToR. The MoJ is in the process of reviewing a ToR in order to recruit a consultant to fill this role.

2.1.3 Strengthening Legal and Institutional Environment

This activity aims at:

- (i) Supporting and expediting the ongoing prosecutorial reform process;
- (ii) Supporting the State Prosecutorial Council in coordination of donor-funded projects; and
- (iii) Strengthening the legal and institutional environment for the MoJ and the Judiciary, especially with the High Prosecutorial Council (HPC) and High Judicial Council (HJC).

The aims are expected to be delivered through outputs provided by consultants operating through the RFU in the MoJ; and implementation of small-scale projects and capacity-building activities. The ToR for the Legal Expert for the Reform of the Judiciary was prepared and the position was publicly announced however no qualified candidates

submitted their CVs. The MoJ intends to re-announce this position and engage Consultant for Prosecutorial Reform as well after modification of these ToRs.

2.1.4 Modernization of Judicial Facilities and Infrastructure

This group of activities aims at:

- (i) Expediting the systematic modernization of the ICT infrastructure in the justice sector;
- (ii) Strengthening of the resourcing, operations and management of the physical and IT facilities of courts and prosecutor offices;
- (iii) Facilitating impact assessments regarding user access and satisfaction;
- (iv) Developing of architectural and engineering designs for the renovation of the unified Civil and Litigation Court in Belgrade.

The Trust Fund finances two Judicial Facilities and Infrastructure IT Consultants to provide key support to the Ministry of Justice in managing and monitoring the ongoing project to roll out an Automated Case Management System to the courts of general jurisdiction. The consultants directly support the Assistant Minister of Justice in charge of IT in the management of this project. The consultants are also expected to assist the MoJ in preparing an ICT modernization strategy and provide support for implementing key ICT-related initiatives in the justice sector.

Due to an additional contribution from SIDA (Swedish International Development Cooperation Agency) of approximately USD 770,000, made in December 2010, the originally planned ICT modernization strategy will be expanded. The MDTF-JSS is in the process of developing an ICT assessment that contains a diagnosis of the needs of the Judiciary in relation to Software, Hardware and Personnel requirements and establishes the Strategy, Objective and an Action Plan that permits the development and implementation of the systems. This Government-executed will develop a 5-10 year roadmap that determines the sequence for implementing specific information systems, with the end goal of delivering the most valuable information system at the earliest time possible in the most cost-effective manner.

The consulting company was selected following Quality- and Cost-Based Selection (QCBS) procurement procedure. The World Bank cleared ToR in May and RfP in June, 2011. Total 19 consulting companies and consortiums submitted their expression of interest and short list comprising of six consulting companies was prepared. Short list and Technical Evaluation Report were also approved by the World Bank in June and October respectively. Two companies obtained technical scores above minimum technical score required to pass and as such their financial proposals were taken into consideration in

October, 2011. The contract was awarded to the company AAM Management Information Consulting Ltd and they signed contract on December 21, 2011. The contract was signed by the MoJ on January 30, 2012.

Two local ICT Consultants were originally hired (one from March 16th and the other from July 1st), but one contract was terminated by mutual agreement in November 2011. The ToR for this position was slightly modified, the position was announced in December 2011. and the contract was signed on January 31, 2012.

The Procedure for selection of consulting company for Detailed technical architectural/engineering designs for renovation of former office buildings for the Civil and Litigation Court in Belgrade started with preparation of ToR, evaluation of Expressions of Interest and continued through contract negotiations. The procedure was cancelled by the MoJ because of unsolved legal and financial issues on government level.

Table 2: 2.1.3 Modernization of Judicial Facilities and Infrastructure

	Outputs provided by	Key Tasks	Deliverables
<ul style="list-style-type: none"> • Development of an ICT modernization strategy for the justice sector in Serbia covering all justice sector entities (in close cooperation with the European Commission and USAID); • Capacity-building events for courts and prosecutors' offices for application of new, modernized IT system; • Software or hardware interventions for specific tasks and not covered by other donor initiatives; • Review and impact assessment of new, modernized IT system regarding user access and satisfaction; 	<p>Automated Case Management and justice reform expert/Sector IT Expert</p>	<p>The Consultant supports the Ministry of Justice in managing and monitoring the ongoing project to roll out an Automated Case Management System to the courts of general jurisdiction. The Consultant is expected to directly support the Assistant Minister of Justice in charge of IT in the management of this project. The Consultant is also expected to assist the Ministry in preparing an ICT modernization strategy and a medium-term action plan for implementing key ICT-related initiatives in the justice sector.</p>	<ol style="list-style-type: none"> 1. Implementation of automated case management system in court units and monitoring of training related to the implementation of automated CMS in court units: creation of the training concept for the court units, monitoring of implementation progress, with special emphasis on gathering and analysis of information from the MoJ partner responsible for the training, in regard to the situation in the field. The purpose of this was not only to monitor the performance of the MoJ partner responsible for the training, but also the performance on the court staff in the court unit, as well as the court seat. 2. Reanalyze the defined case flow and compare it to the relevant legislative acts, analyze the organization and case flow concept of a particular court and compare it to the (re)defined case flow. In case of any aberrations that where a matter of difference in procedural conduct of the courts, it was my task to formulate the questions of proper procedural conduct, after which those questions where placed to relevant bodies (i.e. the Supreme Cassation Court). 3. Analysis of data gathered from the automated CMS and monitoring of the user data entry into automated software CMS and it's outputs, recognizing deficient entries and making recommendation for improvement: analysis of the information visible on the Portal in regard to case file information, identifying improper and/or incomplete data entry and provide the MoJ with suggestions on how to improve the information available. 4. Organization and conduct of relevant tasks necessary for that information to be available online (technological issues, way of functioning of the relevant module, court staff training, additional manuals etc.), analysis of the data available online. Incomplete and

			<p>incorrect data entry was found, the Sector for Justice of the MoJ was informed, they contacted the courts and within two days all incomplete information was updated.</p> <p>5. Assistance to MoJ in creating, analyzing and evaluation reports generated from automated CMS in Serbian courts: providing advice on how to obtain the wanted information from the CMS in the most effective way; provided the MoJ with information on which of the gathered data could be of questionable quality in a way that, after the analysis of the gathered data occasional court mistakes were found. These mistakes were also analyzed in order to understand the reason for which they occurred, insufficient knowledge of the court staff regarding data entry or difference in procedural conduct among courts, depending on which different measures where undertaken.</p> <p>6. Gathering and analysis of user feedback and suggestions regarding further development of automated CMS: gathering and analysis of user feedback and suggestions regarding CMS development obtained either during visits to courts and conversations with court employees, or through questions and suggestions submitted to MoJ; qualifying those requests with regards to their justification.</p> <p>7. Preparing material for the Committee meetings (to group the relevant questions, formulate them and give a suggestion for an adequate solution), as well as lead the discussion on those questions on Committee meetings.</p> <p>8. Assistance in compiling of additional user manuals for updates of automated CMS: read the manual prior to its delivery to the courts, compare it to the actual functionality, and provide opinion whether the manual needed any changes or updates in order to make it more understandable or user friendly for court employees; writing additional parts of the manual, usually preceding the technical manual; providing insight on the legal background and legal foundation of the new functionality (which legal act stipulates the need for such an functionality, why such a functionality is needed and</p>
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			<p>what it is used for etc.).</p> <p>9. Organizing of additional trainings and seminars for court representatives regarding automated CMS: frequently visiting the First Basic Court in Belgrade for a period of time, providing day to day support to court employees for CMS related issues. This was especially necessary for the criminal investigation department of the court which had an utterly inconsistent procedural practice.</p> <p>10. Technical organization of above seminars in regard to venue, participation of third parties, preparation of hard copy and/or electronic material (from providing the concept of the material through drafting of text), provision and installation of necessary equipment (laptop, projector...), and on some occasions also participate in the seminar as moderator and/or lecturer. (<i>ICT staff training for the First and Second Basic Court and Higher Court in Belgrade, Seminar on changes in enforcement case types due to changes on the Law on Enforcement and Securities, and Seminar on the functioning of the Central Register for Enforcement Debtors provided for MoJ employees.</i>)</p> <p>11. Participation in legislative working groups (such as Working group for the Law on enforcement and securities, Working group for Public Notaries, Working group for the Court rules of procedure etc.).</p> <p>12. Providing expert and independent opinion related ICT issues to the MoJ (such as supplies of hardware for the Administration for Enforcement of Penal Sanctions and supplies of hardware and software for the Directorate for Management of Seized and Confiscated Assets).</p> <p>13. Writing of specification of the Public notaries application</p> <p>14. Assisting in the development of the Central register of enforcement debtors, as well as organizing and holding of seminar for court representatives in regard to the CRED.</p>
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	<p>Consultant for ICT</p>	<p>The Consultant supports the Ministry of Justice in implementation and monitoring the ongoing project to roll out an Automated Case Management System to the courts of general jurisdiction.</p>	<ol style="list-style-type: none"> 1. Preparing specification of new enforcement case types, in regard to the new Law on enforcement and securities. 2. Drafting questions for the Working group on Court rules of procedure, in regard to issues raised through use of Automated Case Management System. 3. Organization and preparation of materials for different trainings and seminars, such as the seminar regarding the IKD case register and changes in enforcement case type procedures. 4. Conducting analysis of court reports. 5. Preparing presentation on MoJ achievements in regard to ICT related issues. 6. Writing instructions for Automated CMS users in regard to CMS changes regarding legislative changes (such as the new Law on enforcement and securities). 7. Conducting analysis and comparison of the specification for the Court enforcer module and the regional legislative solutions 8. Preparing specifications for new reports to be implemented in the CMS. 9. Conducting analysis of court staff suggestions for CMS development. 10. Monitoring of CMS implementation in court units of Basic courts. 11. Deployment of "docket sheet" functionality on the Portal of Serbian courts.
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2.1.4 Outreach, Monitoring and Evaluation

This group of activities aims at institutionalizing strategic communication and outreach activities as integral part of the Serbian judicial system; and strengthening monitoring and evaluation arrangements to facilitate tracking and reporting on the progress of justice sector reform agenda in Serbia.

Small-scale projects and capacity-building events under this activity are expected to include the following:

- Improving the MoJ capacity to track and report on the progress in justice sector reform processes, as well as in implementation of legislation and strategic documents;
- Anchor policy dialogue with government stakeholders, non-governmental organizations and the media by organizing different kinds of events intended to ensure increased visibility of MoJ activities.

These activities are delivered through outputs provided by consultants to the MoJ and the Judiciary, operating through the RFU. The following long term consultants have been hired:

- Consultant for Monitoring and Evaluation, Communication and Media - local consultant contracted since July 1st, 2011;
- Advisor for Communications and the Media - local consultant contracted since July 1st, 2011.

Table 3: 2.1.4 Institutionalizing Outreach, Monitoring and Evaluation

	Outputs provided by	Key Tasks	Deliverables
<ul style="list-style-type: none"> • Communications strategy for Serbia’s justice sector, aiming to increase public awareness of the Judiciary and strengthen cooperation and collaboration with key national stakeholders; • A media campaign to raise awareness of the justice sector reform in Serbia; and • Action plan to implement the recommendations of the justice sector performance survey. • Development of set of actionable justice sector performance indicators. 	<p>Consultant for Monitoring and Evaluation, Communication and Media</p>	<p>The consultant is involved in activities related to the media and public outreach. The consultant is expected to develop a communications strategy for Serbia’s justice sector that aims to increase public awareness on the Judiciary and all aspects of the justice sector reform process and strengthen cooperation and collaboration with key national stakeholders, including civil society, and support the implementation of the strategy. In addition, the consultant is tasked with supporting the ongoing work related to the completed justice sector performance survey, prepare an action plan to implement the survey recommendations, and support the World Bank team in developing appropriate justice sector indicators.</p>	<ol style="list-style-type: none"> 1. Participated in the preparation and translation of the report done for the meeting with Deutsche Bank and other consultants on the subject of Eurobonds emission, arranged by the Ministry of Finance, and later in the meeting follow ups. 2. Organization of the Retreat for Building and Strengthening the Strategic Planning Function for the MoJ to help upgrade MoJ’s organizational capacities, as suggested in the Preliminary Assessment of Formal Organizational Structure and Human Resources, Kopaonik, Serbia, November 11th-13th 2011; logistic and technical support, communication and coordination including preparation of agenda. The Retreat was organized for the employees of the Ministry of Justice. 3. Coordination of the celebration of the European Civil Justice Day in Serbia upon call for participation of the Council of Europe. The MoJ held a reception at the Judicial Academy of the Republic of Serbia, for the first and second generation of students of the Academy to mark the EDCJ. Reporting on this to the Council of Europe/European Commission for the Efficiency of Justice (CEPEJ) and publishing the report on their website together with press releases and other materials. 4. As a part of the MoJ Organizational Subcommittee engaged in organization of a high profile two day „Regional and Transnational Cooperation in the Fight against Organized Crime in South East Europe: Challenges and Achievements” held in Belgrade on November 29th – 30th 2011. Regularly meeting with other OCs from the Ministry of Interior. Proposing media and public outreach Activities relevant for MoJ and judiciary. 5. Preparation of highlights of the Survey: Justice in Serbia, Sept. 2011, done by the WB, as points of reference in drafting new National Judicial Reform Strategy 2012-1017. 6. Developed of the Communication Strategy with regards to the

			<p>Survey: Justice in Serbia and the Draft National Judicial Reform Strategy 2012-2017 and the FLA Law, and delivered it to the Cabinet.</p> <p>7. Technical support in the organization of the Public Discussion on the Draft Law on Free Legal Aid, December 12th 2011.</p> <p>8. Started developing Action Plan following the justice sector performance survey.</p> <p>9. Prepared Annual Progress Report on RFU and PIU</p>
	<p>Advisor for Communications and the Media</p>	<p>The consultant is engaged in activities related to the media and public outreach and will conduct research in preparation of a communications strategy for Serbia's justice sector that aims to increase public awareness on the Judiciary and awareness of all aspects of the justice sector reform process. The Communications and Media advisor will collaborate with key national stakeholders, including civil society, and support the implementation of the communications strategy and will be responsible for advising the MoJ on how to support the objectives of the communications strategy.</p>	<ol style="list-style-type: none"> 1. Developing media strategy for improvement of relationship between MoJ and the representatives of the media and civil society, related to judicial system reform, through the analysis of daily media reports and identification of gaps in communication with media that create misunderstandings. Strategy aims at creation of stable system of communication which would help clear and understandable messages find a way to all interested parties. 2. Organized meetings with the media representatives and by doing so I have ensured clear messages to be appropriately distributed to the media. 3. Worked with the Minister of Justice, State Secretary and Assistant Minister to prepare them for their meetings and to address the media properly. 4. Preparing speeches and press releases for the Regional Ministerial Conference „Regional and Transnational Cooperation in the Fight against Organized Crime in South East Europe: Challenges and Achievements” held in Belgrade on November 29 - 30, 2011. Messages were clear and unambiguous which proved to be successful. The media have reported positively on all subjects. 5. Preparation of press material, including press release, press statements and all other relevant materials on several humanitarian actions the MoJ participated in. According to the law of the MoJ manages the property seized from crime and the houses that were seized were used for accommodation of victims of human trafficking, parents and children that were treated for cancer, children without

			parental care, etc. These actions were appreciated by the broader public and media representatives as a proof of the satisfaction of justice.
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2.2 Sub-Component: Technical assistance to strengthen Access to Justice

This program contributes to the over-arching objective of the MDTF-JSS, i.e. to facilitate Serbia's justice sector EU integration process, establish a justice sector performance framework and strengthen aid coordination in Serbia's justice sector. It does so by seeking to improve access to justice in Serbia through more concentrated, transparent and effective legal aid programs available to all citizens, including women and minorities throughout Republic of Serbia.

The program will be implemented over a two to three year period from July 2011 to December 2013. Activities outlined in this component description will be executed by the Serbian Ministry of Justice. These activities will be supplemented by activities executed by the World Bank.

A comprehensive strategy for the provision of free legal aid in Serbia was agreed upon in early September 2009 by a government working group. The Serbian government officially adopted the strategy in October 2010. In doing so, the government made some amendments to the Working Group's strategy by removing specific references to management structure, and types of authorized legal aid providers leaving this to be decided on as part of process of drafting the free legal aid legislative framework.

According to the Strategy, the body ultimately responsible for answering these questions is the Strategy Implementation Council (SIC). In June 2010, the government appointed 9 expert stakeholders to the SIC, and also established a 9 member FLA Working Group comprised of 3 SIC members and 10 independent experts and stakeholders. The Working Group is primarily responsible for amending the MoJ's draft FLA law so that it conforms with the FLA Strategy. A law is expected to be presented for public consultation in December 2011 and to be presented to parliament in the year 2012. Subsequently, extensive efforts are envisioned to facilitate the implementation of the strategy.

Against this background, the child Trust Fund will deliver technical assistance in the following areas:

1. Support for the development of a legislative framework for free legal aid based on the Strategy for Free Legal Aid;
2. Assistance for establishing an appropriate management and oversight structure for the Free Legal Aid System;
3. Building capacity of providers of Free Legal Aid;
4. Increasing Efficiency at the Ministry of Justice;
5. Support for public information and public awareness campaign; and
6. Creating monitoring and evaluation systems and capacities.

Gender, minority and regional issues are envisaged to be mainstreamed throughout both components.

2.2.4 Increasing Efficiency at the Ministry of Justice

Considering the central responsibility of the MoJ in ensuring the compliance of Serbia's justice system with EU accession requirements, the Ministry recognizes that institutional changes are instrumental for achieving major goals in relation to access to justice in the long term, and thus desires to begin the process of identifying key enhancement areas within the MoJ.

The task of developing and operating a state-wide legal aid system will require an exceptional level of research, coordination and, ultimately management and monitoring on the part of MoJ staff. Therefore, this program will build upon the RFU's existing capacities so that it may better serve the FLA WG, and the SIC in the short and medium term, and ultimately transform itself into an advisory and training resource for the MoJ's FLA management and oversight body, and for future MoJ employees predicted by the FLA legislative framework.

Initially, Access to Justice expertise in the RFU will be comprised of two consultants sitting within the MoJ. These will work jointly with MoJ officials and employees on access to justice and free legal aid issues. The RFU may be expanded subject to need and availability of funds. The RFU will be guided by the framework elaborated in the Strategy, thereby fully aligning its work with the Ministry's vision and goals. It will act as a key research and coordination resource for the SIC and its FLA Law Working Group throughout the legislative process and the subsequent rollout of the FLA system. As the project enters its second year, these RFU staff will support the hiring of additional MoJ staff as necessary. The work of the RFU will be completed with the understanding that as the Program draws to a close, RFU staff will be eligible to compete for the MoJ posts required to manage the FLA system.

- Consultant for Access to Justice - local consultant contracted since July 1st, 2011; and
- Expert for Access to Justice - local consultant contracted since July 1st, 2011.

The Program will build capacities of those MoJ officials who are statutorily obligated to deal with free legal aid and access to justice matters. Initially, MoJ capacity building will be delivered by enlisting the support and participation of RFU and other MoJ staff in the various Bank-executed activities set out in Component 1, by engaging staff in knowledge sharing activities, and through daily interaction with the Bank's Senior Justice Sector Specialist, as well as other, short-term Bank experts.

Within this sub-component following events were organized:

- First, Second and Third Retreat of the Working Group;
- Study visit to Netherlands for the members of the FLA Working Group Public discussion on the Draft Law on Free Legal Aid.

Table 4: 2.2.4 Access to Justice: Increasing Efficiency at the Ministry of Justice

	Outputs provided by	Key Tasks	Deliverables
<ul style="list-style-type: none"> • Capacity building for the MoJ staff; • Developing a work plan for RFU focused on its short and mid-term support to the SIC and FLA Working Group, and its long-term implementation of the FLA system which emerges from the legislative process; • RFU-led research and coordination efforts which serve the SIC and the FLA Working Group, and which shall be the foundation for the MoJ’s future FLA research unit • Developing internal operating procedures for the delivery of all MoJ competencies established by the FLA Law or subsidiary regulations; and, • Determined training requirements for MoJ staff and RFU and developed training 	<p>Consultant for Access to Justice</p>	<p>Play a key role in assisting the FLA Law Working Group in the process of transferring and developing concepts set out in the FLA Strategy, including designing the necessary and adequate legal framework. The consultant will initially be involved in Bank-executed activities, and will gradually develop MoJ-executed activities supporting the establishment of a framework to secure free legal access to justice for vulnerable and marginalized groups.</p>	<ol style="list-style-type: none"> 1. Engaged in every aspect of the FLA WG functioning and activities; 2. Conducted a thorough data collection and analysis of the provisions of FLA laws, including all former YU states and comparing key FLA issues as determined by their laws. This material was prepared and submitted to all the WG members. 3. Preparation of all the relevant materials for the members of the working group for each meeting. Moreover, I assisted in preparation of the assessment instrument for collection of information from municipalities regarding FLA provision. 4. Conducted the analysis of the provisions of regional Civil Procedure Codes related to exemption of payment in the court proceedings. In this period, the process of adopting new CPC in Serbia was in progress, so the provisions of the previous CPC and the Draft CPC were also included in the analysis. 5. Conducted the comparison of the laws on court taxes in the region and prepared the material for the working group; collected data on economic indicators for FLA implementation in the region, types of cases in Serbia that may be potentially associated with FLA requests, number of cases per type in basic and higher courts in Serbia. 6. Prepared and translated a number of comments by the WB and the Assistant Minister in this regard. Comments on the Art 85 CPC were discussed within the WG and with the WB representatives, as well as with relevant NGOs. 7. Data collection and analysis of civil procedure codes in the EU states in regards to representation by attorneys. The analysis indicated that it would not be beneficial to adopt the Article 85 in Serbia, considering the financial conditions of numerous individuals and the inability of the state to provide free legal aid to such broad supporting that there is a necessity to include other legal aid providers in Serbia, in order to

<p>program activities.</p>			<p>correspond adequately to the current social conditions and utilize all the available resources.</p> <p>8. Liaison with numerous NGOs that provide legal aid to diverse vulnerable and marginalized groups, ranging from the refugees to Roma community, collected a number of important data in this regard and provided the WG with this information.</p> <p>9. Analysis of current FLA provision by the Bar and municipalities, focusing mainly on the types of legal aid provided, the beneficiaries and associated expenses. Gathered relevant data on court expenses related to <i>ex officio</i> defense and had frequent information exchange with relevant parties on key issues of the FLA Draft law.</p> <p>10. Organization and preparation of reports for three WG retreats; responsible for records keeping related to WG work, for review of the draft FLA law changes made at each retreat, preparation of conclusions and the reports following the retreats.</p> <p>11. Organization of the study visit to Netherlands and translation of relevant material utilized during the study visit.</p> <p>12. Participated in the organization of the Ministerial conference (organizational meetings at Mol, preparation of conclusions).</p> <p>13. Draft FLA Law public debate organization, involving preparation provision of information to the relevant institutions and potential participants.</p> <p>14. Together with the other consultant, translated the final version of Draft FLA Law to English in order to send the text for the COE expertise and provide the FLA expert from the Netherlands with the text.</p> <p>15. Participated in several expert debates and conferences, including the <i>Victimology Society of Serbia Conference</i> that focused on the issues of legal aid provision to refugees from former YU states, victims of crime and violence; the <i>Conference on Democracy and Integration in South Serbia</i>, organized by the CSS Project and Partners for Democratic Change Serbia, which focused on the provision of FLA in South Serbia; <i>Expert Debate European good practices-Advocacy tool in Serbia</i>, organized by PRAXIS and prepared a brief presentation for the WGM</p>
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			<p>regarding the main conclusions.</p> <p>16. Meeting RFU, WG representatives with relevant NGOs to discuss comments on the Draft Law</p> <p>17. Analysis of received comments on the FLA Draft Law; Consultations on inclusion of FLA issues in Communication Strategy</p> <p>18. Preparing report on the current state regarding FLA for the Ministry of Human Rights</p> <p>19. Discussion on future activities of the WG; Provision of information to relevant stakeholders regarding FLA Draft Law and its adoption</p> <p>20. Translation latest version Draft FLA Law for expertise;</p> <p>21. Training - Vienna Efficient Debt Resolution Conference (WB Group); Preparation of the report from Vienna; analysis of the comments/info from the Conference</p> <p>22. Drafting FLA component of Communication Strategy;</p> <p>23. Translation COE expertise to Serbian</p> <p>24. Data collection on expenses of the legal aid providers</p> <p>25. Consultations with the WG president and WB Senior Justice Consultant on the work plan development for the support to the SIC and FLA WG</p> <p>26. Consultations with the WG president and WB Senior Justice Consultant on developing future operating procedures for the delivery of MoJ competencies in maintaining FLA system once it is established</p>
	<p>Expert for Access to Justice</p>	<p>Provide analytical and advisory services on issues related to the free legal aid system reform, and contribute to substantive outputs and deliverables envisaged by the reform process. The expert will also play a major role in designing, initiating and implementing learning and knowledge sharing events for different target audiences relevant to</p>	<p>Supporting Working group of the MoJ in process of drafting the Law on Free Legal Aid by doing the following:</p> <ol style="list-style-type: none"> 1. providing analytical and advisory inputs on free legal aid system reform; 2. providing an analysis and needs assessment of current situation relating to free legal aid reform in Serbia; 3. FLA data gathering and research;

		<p>the reform process, in close consultations with relevant stakeholders.</p>	<ol style="list-style-type: none"> 4. organizing all meetings and retreats of the FLA WG; 5. almost daily communication with the FLA WG members; 6. preparing material for the Working Group, comparison of Law on FLA an other relevant laws in the region and EU; 7. technical and legal revision of the draft FLA Law; 8. preparing revised version of the draft FLA Law after each meeting and retreat and sending out to all participant; 9. preparation of PowerPoint presentations for Assistant Minister at regional conferences on Free Legal Aid and Access to Justice issues; 10. preparation of legal documents and other materials, presentations, relevant for the work of FLA WG; 11. sending request on behalf of the MoJ to UNDP and obtaining the database of legal aid providers and beneficiaries created during the SIDA-funded UNDP project in 2007-2009; 12. liaising with relevant groups dealing with access to justice issues in Serbia; 13. drafting questionnaire for FLA providers; 14. collecting data from municipality legal aid departments on FLA provision; 15. conducting interviews with FLA providers; 16. Interview with the Provincial Ombudsman of Vojvodina; 17. Interview with the representative of Provincial Government of Vojvodina, etc; 18. organizing the study tour to Netherlands; 19. organizing Public Debate on Draft Law on Free Legal Aid on December 12th 2011; 20. drafting and sending out invitation letters to all stakeholders; 21. preparing for publication of all resource papers (analysis etc.) used
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			<p>by the working group;</p> <ol style="list-style-type: none">22. preparing the revised version of the draft law for publication on the web site of the ministry along with a public statement, inviting all interested to provide comments and suggestions;23. collecting commentaries on the proposed Draft Law on Free Legal Aid;24. contributing to different substantive outputs and deliverables envisaged by the Free Legal Aid system reform process;25. further designing, initiating and implementing learning and knowledge sharing events for different target audiences relevant to the reform process.
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