



Project funded by
the European Union



EUROMED JUSTICE III PROJECT

Access to Justice and Legal Aid

WG 1.1.4

PREPARATION OF A HANDBOOK

Handbook which identifies and describes possible approaches and best practices to improve access to justice and legal aid

"Access to justice, legal aid and underprivileged social groups"

The Hague (NL), 12-14 February 2013

AGENDA

Monday 11 February 2013

Arrival of the participants at the hotel and contact with the Project Team

Tuesday 12 February 2013

09.00-09.15 **Registration of participants**

09.15-09.30 **Welcome speech**

Else RIEP, European and International Affairs Department, Ministry of Security and Justice, Dutch National Focal Point for the Euromed Justice III Project

Andrés SALCEDO VELASCO, Team Leader of the EuroMed Justice III Project

09.30-09.45 Presentation of the participants (if needed)

09.45-10.00 **Summary of the work carried out during the previous meetings related to this component "Access to Justice and Legal Aid". Work programme, timing and methodology.**

Andrés SALCEDO VELASCO

José María FERNÁNDEZ VILLALOBOS, Course Manager of the EuroMed Justice III Project

Debate

- 10.00-10.30 **Scope and general contents of the debates during this Working Group meeting.**
Georges ASSAF, Main short-term Expert
- 10.30-11.00 Coffee break
- 11.00-12.45 **Discussion and agreement related to the working document prepared by Georges Assaf concerning the previous Working Group meeting in order to prepare the handbook.**

Georges ASSAF

Project Team
- 12.45-13.00 **Project Website Support: an update**

Dania SAMOUL, Coordinator of the Euromed Justice III Project
- 13.00-14.30 Lunch
- 14.30-15.30 **Approaches and best practices on the simplification of the procedures, oral proceedings and alternative dispute resolutions methods - Continuation of the discussion started during the third meeting of this working group. (I)**

Georges ASSAF

Project Team

Debate
- 15.30-16.00 Coffee break
- 16.00-17.00 **Approaches and best practices on the simplification of the procedures, oral proceedings and alternative dispute resolutions methods - Continuation of the discussion started during the third meeting of this working group. (II)**

Georges ASSAF

Project Team

Debate

End of the first day

Wednesday 13 February 2013

08.30-09.30 **Approaches and best practices on the simplification of the procedures, oral proceedings and alternative dispute resolutions methods - Continuation of the discussion started during the third meeting of this working group. (III)**

Georges ASSAF

Project Team

Debate

09.30-11.00 **Access to justice, legal aid and the most vulnerable groups: the role of the lawyers.**

Fernando PIERNAVIEJA, Lawyer, Chairman of the Access to Justice Committee of the Council of Bars and Law Societies of Europe (CCBE).

Project Team

Debate

11.00-11.30 Coffee break

11.30-13.00 **Current situation related to access to justice and legal aid in the ENPI South partner countries: Access to justice, legal aid and the most vulnerable groups.**

ENPI South partner countries (7 delegations)

13.00-14.30 Lunch

14.30-15.30 **Access to justice of the most vulnerable groups: The Dutch experience**

Peter van den BIGGELAAR, Dutch expert from the Legal Aid Board, Ministry of Security and Justice, the Netherlands

Debate

15.30-16.30 **Approaches and best practices on "Access to justice and legal aid: underprivileged social groups". Special reference to children (I)**

Georges ASSAF

Project Team

Debate

End of the second day

Thursday 14 February 2013

08.30-10.00 **Approaches and best practices on “Access to justice and legal aid: underprivileged social groups”. Special reference to children (II)**

Georges ASSAF

Project Team

Debate

10.00-10.30 Coffee break

10.30-12.00 **Approaches and best practices on “Access to justice and legal aid: underprivileged social groups”. Special reference to victims.**

Georges ASSAF

Project Team

Debate

12.00-13.00 **Approaches and best practices on “Access to justice and legal aid: underprivileged social groups”. Special reference to women.**

Georges ASSAF

Project Team

Debate

13.00-14.15 Lunch

14.15-15.30 **Approaches and best practices on “Access to justice and legal aid: underprivileged social groups”. Special reference to disabled people.**

Georges ASSAF

Project Team

Debate

15.30-15.45 **Conclusions, recommendations and contributions related to the Handbook. Preparing the intermediate work and next meeting. Second phase of the project: topics that will be dealt with during the training sessions and study visits.**

Project Team

15.45-16.00 **Closure of the meeting**

Andrés SALCEDO VELASCO

End of the meeting

GENERAL INTRODUCTION

This meeting takes place under the first component of the EuroMed Justice III project: Access to Justice and Legal Aid. The objective of this activity will be to prepare a handbook which identifies and describes possible approaches and best practices to improve access to justice and legal aid. This is the fourth of 5 meetings related to this issue.

METHODOLOGY FOR THE PREPARATION AND DELIVERY OF THE HANDBOOK

The Working Groups (WGs) will function as real think-tanks in the field covered and will be an opportunity to exchange information and debate on various topics. The results of the work of the WGs will be of paramount importance to obtain a real knowledge of the legal systems and have in-depth discussions on the topics concerned. In addition, the handbook will also be able to be used as a practical guide. The handbook will be prepared in time to be presented to the Intermediate Regional Conference in the course of the second year of the project.

During this fourth meeting we will continue the work started on the occasion of the first three meetings and will have a new opportunity to share the international experts' opinion and the participants' approach on the main topics under discussion from their own perspective and respective competences. Through an in-depth and detailed discussion, we will have a profound exchange on the main topics addressed during this third meeting, i.e. "Access to justice and legal aid: underprivileged social groups".

PROFILES OF THE EXPERTS FROM THE BENEFICIARY COUNTRIES

Three representatives from each ENPI South partner country: senior, high-level officials from the Ministry of Justice or other relevant public authority, members of the judiciary and other legal professionals, academics and representatives of civil society with a solid experience of the topics covered by the WG (Timeframe for judicial proceedings, Cooperation between judges and Bars to cope with the length of the procedure, facilitation of the accessibility of justice for citizens, in particular with regards to mechanisms such as "one-stop-shop" offices, access to justice for underprivileged groups, legal aid, alternative dispute resolution methods, etc); prior participation in relevant EuroMed Justice I or EuroMed Justice II project activities will be an advantage; availability for and readiness to the intensive work schedule involved, both with respect to the WG activity and with researching, preparing for WG meetings and contributing to finding documentation and to the drafting of the handbook; ability to understand and express her-/himself and writing in English and/or French (at least the written communications/contributions should be in French or English); due attention will be paid to ensuring that persons taking part in activities related to exchanges of experience and good practices hold strategic positions in their national institutions and that, in this capacity, they will be likely to share with their colleagues and staff lessons learned from such activities.

The experts (3) should have the appropriate profile, a comprehensive knowledge and vision, a sound experience in this field and willing to make an effective contribution to the working group. This will require not only that their country of origin allows them to have enough time available to attend the five meetings planned for this activity but more specifically, that in between each meeting they have enough time to keep on working together and with the main short-term expert in charge of the handbook and the Project Team, virtually through the Project website and/or other means (email, etc.), so as to allow for continuity of the work and an exchange of information, documentation and ideas with each other. For this reason, it would be highly desirable that the same persons attend all the WGs meetings or at least that the head of delegation be the same for each meeting.

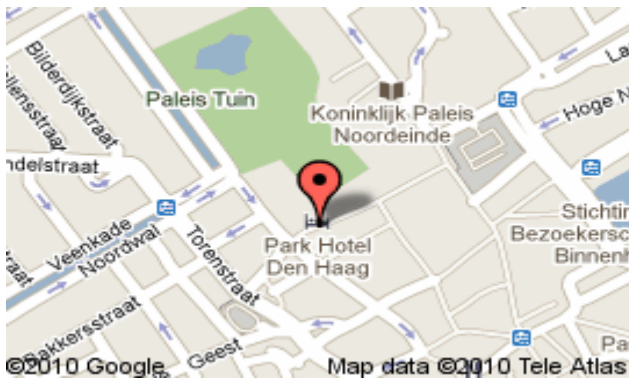
DOCUMENTATION

A list of suggested reading documents related to the topics that will be discussed on this occasion will be provided to the participants ahead of the meeting by the Project Team.

WORKING LANGUAGES

The meeting will take place in English, French and Arabic, with simultaneous interpretation.

VENUE AND ACCOMMODATION



The working group
will take place in:

PARK HOTEL DEN HAAG
Molenstraat 53
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Netherlands
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www.parkhoteldenhaag.nl