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Kick-off meeting

**Enhancing the capacity of the justice system by an effective  
implementation of the reform recommendation and processes  
in Cyprus**

5 October 2020

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Enhancing the capacity of  
the justice system by an  
effective implementation  
of the reform  
recommendation and  
processes in Cyprus

*REFORM/IM2020/005*

- Start date: 01.02.2021
- End date: 30.09.2022 (20 months)
- Budget: €389,670.93
- Funded: EU DG-Reform

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2 components:

Creation of an independent  
court service for management  
and administration of courts

Introduction of new administrative  
processes in the court registries

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## Component I

Creation of an independent court service responsible for the management and administration of courts in Cyprus

- Report (and its presentation)
- Implementation roadmap
- Documentation for the court service
- Recommendations re change management and best practices

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Component I:

# Report

- organisational and governance structure of the independent court service
- staffing requirements
- internal procedures and workflows re-engineering of courts management and administration structures and systems
- recommendations re ISO certification

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Component I:

# Roadmap

- immediate actions to be undertaken in the first two years of setting up and operation of the court service

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Component I:

# Documentation for the court service

- statutory documents (statute of court service, organigram, flow chart)
- bylaws regulating the new structure and functions for the court service

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Component I:

Recommendations

- Change management
- Study visits



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## Component II

Introduction of new  
administrative processes in  
the court registries

- Reports on administrative processes and case management
  - Current in Cyprus
  - Existing in other countries
  - New admin processes
  - New case-management

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Component II:

## Reports

- Mapping and evaluation of current administrative processes in court registries
- existing case-management in courts
- co-design of new administrative processes with a view to case-management
- proposal of the case-management arrangements

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# Successful Project Implementation:

## What is needed

- Active participation of stakeholder
- Co-operation and consensus on various questions
- Collaborative and inclusive project implementation
- Acceptance of outputs

