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# QUARTERLY REPORT #5

Palestinian Justice Enhancement Program  
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# PALESTINIAN JUSTICE ENHANCEMENT PROGRAM

## QUARTERLY REPORT #5 1 JANUARY TO 31 MARCH, 2012

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## Acronyms

AD	Authentication Department
CIDA	Canadian International Development Agency
COP	Chief of Party
COTR	Contract Officer Technical Representative
CSO	Civil Society Organization
DCOP	Deputy Chief of Party
DJS	Diploma Judicial Studies
GIA	Grant Implementation Agreement
HJC	High Judicial Council
ICDL	International Certificate Driving License
ICI	Investment Climate Improvement
IT	Information Technology
JIC	Justice Information Center
JLC	Palestinian-Israeli Joint Legal Committee
JRO	Justice Records Offices
KRA	Key Results Area
LAD	Legal Affairs Department
MOE	Ministry of Education
MOJ	Ministry of Justice
PA	Palestinian Authority
PC	Personal Computer
PIR	Project Intermediate Results
PJEP	Palestinian Justice Enhancement Program
PIRS	Project Indicator Reference Sheets
PMP	Performance Management Plan
PJI	Palestinian Judicial Institute
RFA	Request for Application
TOT	Training of Trainers
UNDP	United Nations Development Program
USAID	United States Agency for International Development
USG	United States Government

## Executive Summary

The goal of PJEP is to strengthen public confidence in and respect for justice sector institutions and the Rule of Law in the West Bank. During the quarter, PJEP contributed to this goal through targeted assistance to justice institutions, legal professionals, civil society and the public.

PJEP continued to improve the High Judicial Council (HJC) services by completing the upgrades to the Tubas courthouse. PJEP also began to upgrade the First Instance and Conciliation courts, Civil Judgment and Notary Public Departments, as well as the archiving rooms for the Hebron, Dora, Tulkrum, and Salfit courts. To further assist the HJC, PJEP's Case Management consultant assisted the HJC in developing new and effective case flow measurement and other statistical tools.

A highlight this quarter was the completion of the "Keyboarding" training and the "English Language Skills" training for HJC and Ministry of Justice (MOJ) justice sector staff. PJEP completed the "Keyboarding" training for 58 HJC and MOJ staff as well as completing the "English Language Skills" training for 18 HJC staff. A pre-test and a post-test were administered to those who took part in the "Keyboarding" training and the results show a 28% increase in typing accuracy and a 15 word per minute increase in the typing speed. Additionally, as a follow on to the "Keyboarding" training, PJEP is preparing to conduct the "Basic Computer Skills" (ICDL) training for MOJ and HJC staff working in Ramallah, Tulkrum, Nablus and Hebron. In other training related news, PJEP began the Training of Trainers (TOT) program for HJC court administrators.

In order to improve the MOJ public services, PJEP completed all the upgrades to the Justice Information Center (JIC) and the Legal Affairs Department (LAD) which are housed at the new MOJ space. Furthermore, PJEP provided furniture and installed the signage for Tubas and Nablus Justice Record Office (JRO). PJEP is assisting the Ramallah MOJ office to launch the "One Million Document Project". The project aims to electronically archive one million documents that are official documents verified by the MOJ as part of the authentication services.

To assist the Palestinian Judicial Institute (PJI), PJEP completed the upgrades to the training labs and meeting room as well as the installation of the reception counter. PJEP also continued to draft the Penal and Civil Law courses that will be added to the PJI's Diploma Judicial Studies (DSJ) program. Additionally, PJEP completed reviewing the Judicial Ethics course material and printed 500 copies for the PJI. Both USAID and the EU contributed to the development of the Judicial Ethics course material.

With the aim to improve the practical skills of law students, PJEP began to prepare qualified third and fourth year law students to take part in the moot court competitions. PJEP also created moot court facilities for Hebron, Al Ahliya and, An Najah Universities. The moot court facilities will enable law students to have an area to strengthen their oral argument capability. PJEP's assistance to the law schools also included the completion of the computer labs for Hebron, Al Ahliya and, An Najah Universities.

PJEP continued to support the enhancement of the HJC and MOJ public outreach capacities by conducting and completing the "Filmmaking" training for MOJ and HJC staff and by purchasing media equipment for the HJC Media Unit. PJEP also supported the production of

the 7<sup>th</sup> Edition of the HJC Quarterly Newsletter titled “Qada’una” (Our Justice System). Support was also provided for the MOJ’s JRO campaign. The goal of the campaign was to highlight and provide information on the services the MOJ’s JRO offers to the public. The radio series campaign was also launched this quarter with 11 episodes aired to date on the national radio station Raya FM twice a week. The series is serving as a creative communication tool that will contribute to the public understanding of legal issues and awareness of the court system.

Another major highlight this quarter was signing Grant Implementation Agreements (GIA) with four Civil Society Organizations (CSOs). PJEP awarded four grants totaling \$100,000 to EL-Lid Charitable Society, Juhoud for Community and Rural Development, Students’ Forum Institute, and Al Marsad – Arab World Democracy and Electoral Monitor. The grants provided will raise awareness of the Rule of Law and human rights and promote civic education in various West Bank cities.

PJEP also began conducting the Court User’s Satisfaction Survey. The pre-survey was conducted in various court departments in Hebron, Salfit, Tulkrum, Jericho, and Dora court as well as the MOJ office in Nablus. The pre-survey was conducted before any upgrades were made to the courts and the MOJ by PJEP. PJEP will use the information gathered to measure the impact and success of the activities being implemented in the courts and the MOJ.

Finally, at the end of this quarter, PJEP operated under limited funding due to the partial congressional hold on FY 2011 funds. The total obligated funds for the first two fiscal years of the project was 6 million dollars, contrary to the initially expected 9.5 million. However, in spite of this funding situation, PJEP continued implementing work plan activities by reorganizing and identifying high priority activities.

## ACTIVITIES AND RESULTS

PJEP's goal is to strengthen public confidence and respect for justice sector institutions and the Rule of Law in the West Bank. All PJEP activities contribute to building capacity among targeted justice sector officials and institutions and are directed to supporting the priorities and objectives of those officials and institutions. This section describes 3<sup>rd</sup> quarter progress, challenges, and results.

### Component 1 – Enhance accessibility and efficiency of targeted justice sector institutions

The goal of these activities is to enable the judiciary to become more responsive to the public and to improve court user satisfaction in the fairness, accessibility, and efficiency of court processes and services. Rapid and visible improvements in the court processes and services are a priority for the HJC. The MOJ plays an important role in developing policy, formulating, coordinating, and implementing strategic plans, and in managing relationships with other justice sector institutions. It also provides critical services to the public. Therefore, focusing PJEP assistance to strengthen the public services provided by the MOJ and its outreach to the public capacity is a priority. This component contains two subcomponents: upgrading the capacities of the HJC, and strengthening targeted functions within the MOJ.

#### Subcomponent 1A - Upgrade the capacities of the HJC

##### Key Result Area: Improve HJC services to the public

*Court upgrades:* This quarter, PJEP began procuring the IT equipment and furniture for the Hebron, Dora, Tulkrum, and Salfit courts. PJEP compiled a list of furniture and IT equipment needs for the First Instance and Conciliation Courts, Civil Judgment and Notary Public departments, as well as the archiving rooms in every department for these courts. The HJC agreed to rehabilitate the courts before PJEP provides any IT equipment or furniture. The HJC assured PJEP that the rehabilitation efforts will begin early next quarter. Additionally, PJEP provided the HJC with a needs assessment to identify the type of rehabilitation required in the various courts. PJEP will provide the courts with IT equipment, office furniture, file shelving, and curtains. The Dora Civil Judgment department will also receive a queuing system for more efficient customer service.

A separate inspection visit was also conducted to the Civil Judgment department in Nablus where PJEP will provide shelving, counters, office chairs, and curtains. The upgrades will include an additional 3 counters that will allow the staff at the Civil Judgment department to serve more court users at a faster rate. A pre-test and a post-test will be conducted at the Civil Judgment departments in Nablus, Tulkrum, Dora, and Hebron to measure the impact and success of this activity. The upgrades to the various courts and departments are part of PJEP's overall goal to improve services provided to the public and to assist the HJC to become a more efficient and better functioning justice sector institution.

*Tubas Court upgrades:* In PJEP's continued effort to upgrade the Tubas court, all furniture and IT equipment was delivered this quarter. PJEP provided the Civil Judgment department, the Notification department and, the Clerk's Office with metal shelving, an A/C unit, signage, a multi-functional copier, and a printer. PJEP also provided the HJC with a list of renovation needs for the court. The HJC has agreed to complete the renovation work which includes painting and upgrading the courthouse departments. The renovation work will be completed early next quarter. Additionally, PJEP provided the shelving for the central archiving room at the Tubas courthouse for the Civil Judgment and Notification departments as well as the

Clerk’s Office. PJEP also installed all the signage for the departments in the courthouse. The new shelving will assist court staff to easily retrieve files and the new signage will help the public easily identify the various departments in the court.

*Technical Support to the HJC:* During the quarter, PJEP provided a Case Management consultant to assist the HJC in developing new and effective case flow measurement and other statistical tools. The consultant met with HJC department heads and staff to discuss performance measures and backlog reduction strategies. The consultant also requested case filing and disposition statistics extracted from the Mizan 2 database and began drafting assessment reports of existing statistical tools for the case management currently used by the HJC. The consultant then began drafting annotated profiles on recommended new case management tools and backlog reduction strategies. The consultant also developed the template for data extraction of the Mizan 2 sample data to be used for the case management at the HJC. Currently, the consultant is compiling a detailed report of the findings and recommendations that will help improve the case flow management at the HJC. This report will be submitted early next quarter.

*HJC IT Equipment Upgrade:* PJEP continued the IT equipment procurement processes related to purchasing Personal Computers (PC’s) and heavy duty scanners for the HJC. The PC’s and scanners will be delivered next quarter to the HJC Procurement department who will distribute the equipment to the various West Bank courts and departments. The IT equipment will facilitate better services to the public as well as assist the staff to perform their work duties more efficiently.

**Key Result Area: Provide training and technical assistance to HJC and MOJ Departments**

*Keyboarding skills training:* 60 hour keyboarding training sessions were conducted for 47 HJC and 11 MOJ staff in the West Bank cities of Ramallah, Nablus, Tulkram, and Hebron. These trainings focused on improving the accuracy and typing speed of each trainee.



**Staff takes part in the Keyboarding graduation ceremony**

To measure impact and success of the keyboarding training, each trainee participated in a pre-test and post-test. The results show a 28% increase in typing accuracy and a 15 word per minute increase in the typing speed of the participants.

As a result, the training has enabled the HJC and MOJ staff to be more efficient and accurate when producing official documents. HJC staff members working in the courts are now better equipped to type case transcripts in a speedier manner and both the HJC and the MOJ staff are better qualified in managing case files. The trained justice sector staff members are also now more capable to provide better and faster services to the public.

To recognize this achievement, a ceremony was held on February 16, 2012 at the HJM Media Center. The Chief Justice and the head of the Court Administration Department hosted the ceremony and attendees included USAID’s Democracy and Governance Deputy Director, USAID PJEP’s Contract Officer Technical Representative (COTR), the PJEP Chief of Party (COP) and Deputy Chief of Party (DCOP), and the trainees.



**Keyboarding graduation ceremony**

*International Certificate Driving License (ICDL) Basic Computer Skills training:* PJEP is preparing to conduct the “Basic Computer Skills” (ICDL) training for MOJ and HJC staff working in Ramallah, Tulkrum, Nablus and Hebron. The training will help improve the computer skills of the court staff which will allow the staff to provide better and more efficient services to the public. The training is expected to begin early next quarter.



**HJC court staff takes part in English language training**

*English language training:* To further assist the justice sector institutions, PJEP subcontracted Galaxy Information System Company to conduct level one and two English language training for MOJ and HJC administrators. The 16 hour English language training sessions helped to improve the English language skills of the administrators who conduct coordination meetings with international donors. The training also served to provide accessibility to English language resources for all staff. The HJC has completed both level one and two of the training and a pre-test and post-test to measure the impact and success of the training was conducted. The level one result indicates that the trainee’s English language knowledge increased by 25% after receiving the training. The level two training shows a 30% increase in the trainee’s English language knowledge. PJEP will conduct a graduation ceremony for the 18 HJC administrators at the HJC Media Center on April 2, 2012.

The 15 MOJ administrators have completed the level one English language training and currently the staff is taking the level two English language training which is expected to be completed early next quarter.

## Subcomponent 1B - Strengthen targeted functions within the MOJ

### Key Result Area: Improve MOJ public services

*Support to the MOJ new Ramallah office space:* As well as providing legal services to the PA, the MOJ provides a number of services directly to the public. These include certificates of no criminal record, certification of professional experts (e.g. translators and arbitrators), ratification and authentication of documents such as powers of attorney, certificates, and other legal documents that are ratified by PA representational offices abroad. Alternative dispute resolution documentation is also provided.

During the quarter, PJEP completed all the upgrades to the JIC and LAD which are housed at the new MOJ space. PJEP delivered office furniture, cabinets, A/C units, chairs, and installed curtains for the department. PJEP also provided IT equipment for the new MOJ space. The equipment delivery included laptops, a sound system, and an internet network connected telephone system and telephone accessories. PCs will be delivered next quarter to the MOJ.

To further assist the MOJ, PJEP provided additional upgrades to the JIC including, signage, carpeting, and carpentry work. The carpentry work included the installation of a main and back stage, a podium, and tables. The JIC is working as a multi –purpose facility for the MOJ and hosts all press conferences and all media related events. The overall goal of this activity is to enhance the capacity of the MOJ departments to provide better services to the public and to support the MOJ’s public outreach and increase public satisfaction with the MOJ.

*Assist the MOJ establish and upgrade district JROs:* This quarter, PJEP was able to deliver the chairs, desks, cabinets, and seats for the public waiting area in addition to completing the shelving for the archiving room and installed the signage for Tubas JRO. PJEP also provided



Tubas JRO work stations installed

work station units that will seat three MOJ staff. To date, the MOJ has appointed one staff member to work at the office. The upgrades have allowed the public to receive MOJ related services such as obtaining Non-Conviction Certificates at the Tubas office instead of traveling to Ramallah or Nablus.

For the MOJ Nablus office, PJEP purchased chairs, desks, cabinets, seats for the public area, and a LCD projector. PJEP will install the furniture once the MOJ completes the renovation work. PJEP will also establish a meeting and training room for the staff next quarter. The MOJ departments that will receive the furniture upgrades include the JRO, LAD, Forensic Department, and the Office of the Director. The upgrades are intended to develop a better enabling work environment for the MOJ and to assist in providing better service to the public.

*MOJ Authentication Services:* In the Ramallah MOJ office, PJEP is assisting the MOJ to launch the “One Million Document Project”. The project aims to electronically archive one million documents that are official documents verified by the MOJ as part of the authentication services. Archiving these official public documents will make it easier for staff to retrieve the document when requested by the public as well as to preserve the confidentiality of the documents. During the quarter, PJEP took the specifications and measurements of the Authentication Department at the MOJ. The space will be used to house four PJEP data entry interns who will assist with the “One Million Document Project”. The PJEP interns will work to archive the documents for three months.

#### Key Result Area: Assist in activation and development of the Palestinian-Israeli Joint Legal Committee (JLC)

The JLC has recently been revitalized to provide a venue for consideration of practical legal issues concerning both Palestinian and Israeli counterparts. The JLC is a venue for committee members to discuss troublesome technical issues in a technically-oriented, non-political setting. Throughout the quarter, PJEP’s JLC Specialist coordinated the following:

- The legal specialist developed a document titled “The Palestinian-Israeli JLC Mandates, Requirements, Obstacles and Objectives” that includes the functions, goals, and challenges facing the JLC committee. The Palestinian counterparts are now using this document as a guide and basis for the work the JLC conducts.
- The Senior JLC Specialist helped build the archiving system for the JLC by requesting and receiving records of all previous JLC discussions and meetings from the Israeli counterparts. The Palestinian MOJ didn’t keep such records. The records received date back to 1996 when the JLC first became active. The archiving system will help the MOJ retrieve information in a more efficient manner.
- The JLC Specialist continued to follow up on the extradition request for Palestinian criminal suspects who fled into Israel. The Specialist received an arrest warrant from the Palestinian Prosecutions office for the suspects. The arrest warrant is a requirement for the extradition request made to the Israeli counterpart. The JLC Specialist translated the arrest warrant into Hebrew before submitting it to the Israeli counterpart. The Senior JLC Specialist also prepared and delivered a letter signed by the head of the Palestinian JLC to the head of the Israeli JLC requesting a speedy resolution to the extradition request made by the Palestinian counterpart. The letter also highlighted the importance of using the JLC as a forum for legal coordination between the Palestinian and Israeli counterparts. Additionally, the Specialist continued to work with the

Israeli counterparts on issuing movement access cards for Palestinian justice sector officials. The access cards will allow for easy movement for the Palestinian officials who need to travel within area A, B and C in the West Bank.

- The Senior JLC Specialist received the samples of the evidence bags from the representative of the EUPOLCOPS for the purpose of using the bags when investigating a mutual criminal case between the Palestinian and Israeli police. The Specialist will recommend a meeting through the Palestinian-Israeli evidence sub-committee to discuss the use of the evidence bags and to formally adopt the use of these bags for the transfer of evidence between the two counterparts next quarter.
- The JLC Specialist is coordinating the meetings between the Palestinian Chief Liaison Police and a UNDP contractor who is gathering data on the Palestinian criminal justice system. The data will be used to develop a study that will determine any impact on movement restrictions within the Palestinian justice sector.

## Component 2 – Strengthen the capacity and credibility of justice sector professionals

Under this component, PJEP is working with the PJI staff to develop PJI's DJS courses while taking into account the results of both needs and impact assessments. The courses will target judges, court staff, prosecutors, and other PJI audiences. PJEP is working to strengthen core and specialized legal skills for judges and court staff as well as build the capacity of the staff to develop training impact assessments. PJEP is also working with a number of law schools to conduct local and national moot court competitions and will help establish and upgrade reliable computer labs and moot court structures for the partnering universities.

### Key Result Area: Strengthen the capacity of the PJI

*Develop DJS Courses:* At the request of the Director of the PJI, PJEP is assisting in



**PJEP meets with PJI's judicial committee to discuss the developments of the Civil and Penal Law course**

strengthening and developing a number of judicial education courses that are part of PJI's new DJS program. The program is part of the PJI's curriculum for lawyers who are interested in becoming judges. To date, PJEP has begun to develop the Civil Law course. PJEP's

consultant has completed 7 chapters of the course. PJEP's Component 2 leader is continuing to develop the Penal Law course, of which 4 chapters have been completed. The judicial committee which was formed last quarter to provide support and review the development of the DJS courses has reviewed all the chapters and provided feedback and comments. The judicial committee was formed by the PJI and the HJC Training Department and includes two judges and a public prosecutor.



**Both USAID and the EU contributed to the development of the Judicial Ethics course material.**

The Penal and Civil Law courses are designed to include case study exercises and court precedents that will assist in fostering the practical skills of those who take these courses. The courses are the first of its kind to be added to the DJS and are anticipated to be introduced to the program in September 2012.

In continuing to strengthen the DJS at the PJI, PJEP reviewed and edited the Judicial Ethics course that was developed by a High Court judge last quarter. This quarter, PJEP completed the review and editing of the course

and then selected the design of the cover for the Judicial Ethics course material which includes both the USAID and the EU logos. USAID and the EU contributed to the development of the Judicial Ethics course material. 500 copies were printed and distributed to the PJI who will use the material as part of the DJS program.

A meeting was held with the PJEP's USAID COTR, the COP and DCOP, the EU's Rule of Law Specialist and the Director of the Seyada 2 Project to present copies of the Judicial Ethics course material. The meeting focused on the cooperation between the EU and USAID and unifying the efforts toward supporting the PJI.

*Supporting the enabling environment:* With the PJI's move to the new MOJ space in



**Upgrades to the PJI**

Ramallah last quarter, PJEP provided furniture that included desks, chairs, cabinets, and A/C units and installed all signage to the PJI offices. During this quarter, PJEP completed the remaining upgrades to the two training labs and a focus group meeting room. PJEP also completed the installation of a reception counter that is situated at the entrance of the PJI. The computer lab which will be used for trainings will receive IT equipment that includes PC's, a heavy duty printer/scanner and LCD projectors to be delivered early next quarter. The goal of the upgrades is to help the PJI become a more efficient and creditable institution where judges and court staff can use the institution as a resource for training and other educational purposes.

**Key Result Area: Strengthen core and specialized legal skills for judges and court staff**

*Judicial Continuing Education Program:* In its continued support to the PJI and the HJC Training Department, PJEP began preparing for the "Judicial Mediation" and "Insurance Law" trainings. PJEP received the materials for the "Judicial Mediation" training from the PJI that will be used for training 12 judges from various West Bank courts. The "Judicial Mediation" training will focus on alternative methods of resolving disputes in front of a judge outside the formal court setting. The training is expected to take place early next quarter.

The "Insurance Law" training will focus on the laws applied for insurance of property, real estate, and vehicles. PJEP requested the HJC to nominate 2 judges from various West Bank court to take part in the training. PJEP submitted a list of trainees to USAID for vetting approval. PJEP expects to train 20 judges next quarter. The continuing education program is used to refresh the skills and knowledge of practicing judges on new law related topics.

*Training Evaluation Manual:* After receiving PJI approval, PJEP printed 500 copies of the evaluation manual. The training evaluation manual which was developed and produced by PJEP will be used as a reference for the PJI to evaluate training programs it conducts. PJEP will also conduct training on the manual for PJI and HJC Training Department staff. The training will familiarize the staff with the evaluation manual as well as train staff on how to use the manual properly in order to receive maximum benefit. An English summary of the manual was also produced by PJEP.

*TOT program:* The TOT program will target court staff on the ADDIE model (Assess, Design, Develop, Implement and Evaluate Training Programs). To date, PJEP's Senior Training Specialist conducted the first TOT training session for 14 senior level administrators. The head of the Court Administration Department, Judge Izzat Rimini and PJEP's COP, Mike Sheppard, took part in the opening session of the TOT training program. Judge Izzat commented on the importance of the partnership with USAID/PJEP to develop the skills of

the justice sector staff and to build the knowledge and the training capacity of the staff. Mr. Sheppard commented on the importance of the TOT program as an adult learning methodology that will help court staff in assisting the judges in fostering their work.

The training sessions will include both classroom training and practical skills on-the-job training. The trainee's will learn to produce needs assessments, training plans, and will learn to design training curricula which will be used for the second phase of the TOT program. During the second phase of the TOT program, the 14 trainees will use the skills learned to train Notary Public staff, Civil Judgment staff, Court Clerks, and Notification staff. PJEP's Senior Training Specialist will aid and supervise the trainees throughout the training program.

#### Key Result Area: Strengthen practical legal education

*Moot Court Competitions:* PJEP continued to support the development of the local moot court competitions. PJEP assisted the partner law schools in building the skills of law students by conducting an orientation session for Al Quds, An Najah, Hebron, and Al Ahliya University students. Qualified third and fourth year law students presented memorials (case study and analysis) in order to practice for the competition. The moot court competitions enable students to take part in simulated court proceedings where they present their memorials and participate in oral arguments in front of a panel of judges. The competition is a form of practical skills training that allows the law students to practice oral arguments. The actual local moot court competitions will take place early next quarter. Winners of these competitions will compete at the national moot court competitions. The winners of the national moot court competition (the English version) may be able to take part in the next International JESSUP Moot Court Competition in Washington D.C (depending on funding).

*Establish/upgrade reliable computer labs for Law Schools:* In order to provide better facilities to law schools, PJEP procured and delivered furniture and IT equipment for the computer labs of Al Ahliya, Hebron, and An Najah Universities. The furniture purchases include desks, chairs, and A/C units. The IT equipment purchases include computers, printers, networking systems, and LCD projectors. The lab upgrades will enable law students to build their computer skills and will allow the students to conduct legal research which will broaden and strengthen their legal capabilities.

*Create moot court facilities:* PJEP completed the procurement process for the creation of the moot court facilities for Al Ahliya, Hebron, and An Najah Universities. These Universities received judges' benches, desks, chairs, signage plaques, and podiums. The moot court facilities will enable students to have a dedicated area in order to strengthen their oral argument skills and their practical skills knowledge.

*Establish specialized legal libraries:* PJEP will provide books and legal periodicals for Al Ahliya, Hebron, Modern College, Al Quds, and An-Najah Universities. The books and legal periodicals will enable law students to have access to specialized and updated resources which are lacking in the law schools. This quarter, PJEP began the procurement process for the books and legal periodicals requested from each law school. The books and legal periodicals will be delivered next quarter.

### Component 3 – Broaden public awareness of Rule of Law and engagement with the justice sector

Under this component, PJEP is providing small grants and technical assistance to civil society organizations to build public awareness of legal rights and responsibilities, and to better

understand the functioning of the justice system. The small grants program will assist in increasing the public engagement with the justice system and the Rule of Law more generally. PJEP will also assist in providing physical and technical assistance in order to empower the units' outreach capabilities during and beyond the project life. Additionally, PJEP is helping the HJC, MOJ, and PJI to develop effective public outreach strategies and campaigns.

#### Key Result Area: Enhance HJC and MOJ public outreach capacities



Media Unit staff conducts practical skills training

*Filmmaking training:* PJEP continued this quarter to build the capacity of the MOJ and HJC staff by providing the “Filmmaking” training to 5 staff who took part in the “Short Film Editing” training last quarter. During the quarter, the MOJ and HJC staff was trained to create quality videos in order to produce news stories and to begin filming in-house documentaries and videos that highlight the activities that the MOJ and HJC conduct. The in-house filming and editing will allow the staff to produce films and other media related documents without contracting outside sources as was done previously. The 6 session training included both classroom training and practical skills training. To acknowledge the achievement of the MOJ and HJC media unit staff, PJEP conducted a graduation ceremony at its office in the West Bank city of Ramallah. The ceremony was attended by the HJC Chief of Court Administration, the head of the MOJ Planning Department, USAID’s PJEP COTR, PJEP’s COP and DCOP. During the ceremony, three short films that were produced and edited by the trainees were showcased.

*Third Level Training Evaluation Process:* PJEP’s Senior Training Specialist prepared the level three evaluation methodology and work plan for the “Short Film Editing” training that took place last quarter for MOJ and HJC Media Unit staff. PJEP’s Senior Training Specialist conducted the third level evaluation process and compiled a report on the findings that include the success of the training and discusses the obstacles and challenges facing the trainees. The overall results showed the trainees did not have the adequate media equipment to fully exercise their skills. To address this, PJEP was able to purchase and deliver media equipment to the HJC Media Center and is also currently working to purchase a video camera for the MOJ Media Unit.

The purpose of the third level evaluation is to assess the following:

- The trainees' performance in their workplace
- Compare the trainees' performance/products before and after the training
- Spot check the work of the trainees in their workplace
- Interview the trainees regarding their self-evaluation of their ability to apply what they learned from the training
- To receive feedback from the trainees' supervisors regarding how the trainee is applying what they learned from the training

The information gathered from the third level evaluation will help to determine to which degree the trainee is using the knowledge and skills taught during the training in the workplace as well as determine if a particular training was successful. If there is measurable impact shown from the training received then the information gathered from the third level evaluation will assist when developing future training plans.

*HJC Newsletter:* This quarter, PJEP edited, translated, and printed the 7<sup>th</sup> Edition of the HJC Quarterly Newsletter titled “Qada’una” (Our Justice System). 2500 copies in Arabic and another 500 in English were printed and distributed to court staff, stakeholders, CSOs and



The 7<sup>th</sup> Edition of the "Qada'una"

local news outlets. The newsletters are used as a public outreach tool to inform the public of the HJC's activities and services enhancements. Also, PJEP began to assist the HJC to develop the 8<sup>th</sup> Edition of the HJC Quarterly Newsletter. This edition will highlight the HJC achievements and activities for the first quarter of Fiscal Year 2012.

**HJC Annual Report:** The HJC has requested PJEP to print the 7<sup>th</sup> HJC Annual Report 2011. The report will include the role of the HJC, the achievements made by the HJC, and the capacity building strategies the HJC is using to empower and improve the performance of the judicial and administrative staff. PJEP will print the report once the HJC finalizes the content of the report.

#### Key Result Area: Improve practical civic education in Palestinian communities and schools

*Provide grants to raise awareness of the Rule of Law and human rights and promote civic education:*



The GIA signing ceremony

During the quarter, PJEP signed GIAs with EL-Lid Charitable Society, Juhoud for Community and Rural Development, Students' Forum Institute, and Al Marsad – Arab World Democracy and Electoral Monitor. A signing ceremony was conducted in PJEP's office and both the COP and the General Directors of the CSOs signed the agreement. PJEP visited the concerned CSOs to discuss the grant implementation process and reporting requirements. Additionally, PJEP contracted a Grant Specialist to conduct a short term training assignment with the

Component 3 staff. The main objective was to train the staff on grant annexes and USAID and Chemonics specific procedures related to grants.

Following is the grant implementation updates for this quarter:

#### EL-Lid Charitable Society

This grant will work to increase trust in judicial institutions by broadening public awareness through quiz shows. The grantee will conduct 20 quiz show competitions throughout the northern West Bank. The quiz shows will be used to enhance the understanding of a previously unclear legal framework, institutional roles and mandates as well as increase awareness and understanding of the Rule of Law and procedures among marginalized populations including women, youth, people with disabilities, and rural populations. The quiz shows will also enhance awareness of the growing judicial systems institutions and the Rule of Law that provide productive and effective alternatives to traditional tribal judicial techniques. The competitions will be broadcast on local TV stations in order to reach a wider audience. The winners of these competitions will receive a prize.



Quiz show participants in Qalqilia

To date, El-Lid Charitable Society contracted a legal expert who prepared the quiz show questions. The questions are related to several Rule of Law topics including awareness of Palestinian laws and the importance of respecting the Rule of Law. Also considered were the basic justice principles including litigation, the jurisdiction of the courts, awareness of the citizens' rights in relation to issues like treatment during arrest, interrogation, the citizens' right to a fair trial and the enforcement of the court's rulings. A show was conducted in Qalqilia that included three representatives from Cultural Graduate Forum and three representatives from the Qalqilia municipality who competed against each other. The facilitator, who is a legal expert,

screened the questions for the quiz show participants to answer. El-Lid also conducted quiz shows in the towns of Bedi in Salfit, Naqoura and Al-Rawda College in Nablus. A quiz show event took place at Al-Quds Open University in Tulkrum and Askar Camp targeting women from the surrounding villages and Al-Sheikh Zaied Vocational Rehabilitation Center in Nablus targeting disabled students. The quiz shows were recorded and will broadcast on a local TV station. The shows will also be posted on Facebook and Twitter. El-Lid will conduct the rest of the quiz shows next quarter.

#### *Juhoud for Community and Rural Development*

This grant aims to promote an enhanced understanding of the Rule of Law along with a better recognition of how the justice system and its functions operate through a drama show production. The grantee will produce a Rule of Law drama show that will be featured in 6 secondary schools in Tulkrum and Salfit. The goal of the activity is to teach youth to become aware of issues related to the justice system and become more involved in observing the Rule of Law.

During the quarter, Juhoud contracted Al Hayat Theater to produce the Rule of Law drama show which will be featured in 6 secondary schools in Tulkrum and Salfit. Al Hayat Theatre Company completed writing the Rule of Law script using legal documents and topics that Juhoud and the MOJ have approved for use in developing the drama script. Juhoud also contacted the Ministry of Education (MOE) offices in the Tulkrum and Salfit governorates to discuss the project objectives and activities. Juhoud also discussed the drama show and other planned activities that will take place in the schools next quarter.

#### *Students' Forum Institute*

This grant program will raise awareness of the concept of the Rule of Law among school aged students in the Bethlehem area. The grantee will train 18 university students on various Rule of Law topics who will in turn train 7<sup>th</sup> and 8<sup>th</sup> grade students. The objective is to increase the student's civic participation and academic achievement to enhance the understanding of the Rule of Law among students at universities and schools.



7<sup>th</sup> and 8<sup>th</sup> grade students attend the Rule of Law workshop

PJEP's COTR, COP, and grants team took part in the opening workshop sessions in Bethlehem and Al-Doha schools. SFI has trained 18 university students who have been sent out to 6 public schools in the Bethlehem area to conduct the Rule of Law workshops for 240 7<sup>th</sup> and 8<sup>th</sup> grade students. The six schools that will take part in the workshops include Janata, Beit Sahour, Bethlehem, Al-Obait, Al-Doha, and Al-Khader. To prepare the university students SFI contracted a consultant to train 9 female and 9 male students for the six workshops titled "The Rule of Law and the Justice Sector". SFI will complete all workshop

activities next quarter.

#### *Al Marsad – Arab World Democracy and Electoral Monitor*

The grantee will develop a detailed manual for teachers about the Rule of Law, 1200 schools will receive the manual and 30 teachers will be trained. The goal of this activity is to enhance the teacher's knowledge of Rule of Law concepts and to encourage the Ministry of Education to adopt the manual of the Rule of Law for further use in the schools.

Al Marsad formed a team that included education, legal and training experts to assist in developing the manual. The Al Marsad expert team finalized the outline of the training

guidelines that will be used to develop the detailed manual for teachers about the Rule of Law. The manual is expected to be developed next quarter at which time training of 30 West Bank teachers will be completed on the manual and its contents.

*Work with journalists and media outlets to expand accurate coverage of the Rule of Law issues:* In preparation for awarding the 2 additional grants, PJEP conducted pre-award assessment field visits to 5 vetted CSOs working in the area of media this quarter. PJEP visited Ma'an Network, Women Media and Development- TAM, Institute of Modern Media- Al-Quds University, Amin Network and Internews. The objective of the visits was to provide an introduction of PJEP's grants program and to assess the capability of the organizations. A pre-award assessment tool consisting of four parts was used. PJEP assessed the inherent risk of problems that could arise, the financial procedures, the administrative and procurement procedures, and any prior experience the CSOs had with USAID/Chemonics' grant administration. PJEP also released the Request for Application (RFA) to the 5 vetted CSOs. Currently, PJEP is reviewing the RFAs and will select CSOs to receive a grant next quarter. This is the second round of grants awarded to CSOs; PJEP signed four GIAs in February 2012.

**Key Result Area: Increase engagement and public awareness of key justice sector stakeholders**

**JRO Campaign:** On December 29, 2011, PJEP and the MOJ launched the JRO campaign for one month. The goal of the campaign was to highlight and provide information on the services the MOJ's JRO offers to the public. JRO campaign ads were aired during peak hours on several local and national radio stations including Al-Mahabbah (Nablus), Ajial (National), Bethlehem 2000 (South), and Al-Balad (Northern West Bank). Campaign ads were also published in Al-Quds and Al-Ayyam newspapers as well as Ma'an website. The MOJ JRO campaign ended this quarter. The campaign is part of the MOJ's outreach activities to educate the public on the role of the MOJ.



The JRO campaign ad

**AD Campaign:** During the quarter, PJEP finalized the MOJ Authentication Department campaign. The campaign message will focus on the procedures and steps needed to receive services and the various West Bank locations where the AD conducts services. The message will also focus on the type of services available at the department. The campaign ads will be posted in local newspapers, on Ma'an website, and the campaign message will broadcast on local radio stations. The campaign is part of the MOJ's outreach activities to educate the public on the role of the MOJ. The 30 day campaign will begin early next quarter.



**Court Files Radio Series:** Last quarter, the HJC approved the development of the radio series that will broadcast case episodes which are drawn from real court cases. During this quarter, PJEP began developing 15 case episodes. The episodes have been aired on Raya FM on Sunday at 12:15 pm and again aired 4 days later at 6 pm. The radio series episodes are advertised in local newspapers, on Raya's Facebook page and website, and on the HJC website. The series is serving as a creative communication tool that will contribute to the public understanding of legal issues and awareness of the court system. To date, eleven episodes have aired including "Honor Killing", "A Ponzi Scheme",



The Radio Series advertisement

“Youth Crime”, “A Home Robbery Case”, “A Purchase Dispute”, “Child Custody Case”, “Drug Production and Use”, “Decree to regulate the use of Government Cars”, “Insurance Claims”, and “Illegal-Occupancy”. Four more episodes are expected to air next quarter.

*HJC Informational and Instructional Signage:* PJEP is continuing to work with the HJC to develop informational and instructional signage that will inform the public of essential information that would save time and effort when visiting the courts. The HJC is currently finalizing the content of the signage. Once the final content is approved by the HJC, PJEP will begin to produce the signage. The signage will be placed in all West Bank courts.

## Monitoring & Evaluation

During the quarter, PJEP signed a contract with Creative Business Solutions (CBS) to conduct the Court User’s Satisfaction survey. The pre-survey was conducted in various court departments in Hebron, Salfit, Tulkrum, Jericho, and Dora court as well as the MOJ office in Nablus. The pre-survey also took place before any upgrades are made to the courts and the MOJ by PJEP. CBS trained the group who will administer the survey questionnaires prior to conducting the pre-survey. PJEP was invited to give an overview of how each department works in order to give the surveyors’ a better understand of how the courts and the MOJ function. The pre-surveying was completed this quarter. The report of the findings in Arabic was submitted this quarter. CBS is translating the report findings into English and a presentation of the findings will occur next quarter. PJEP will use the information gathered to measure the impact and success of the activities being implemented in the courts and the MOJ. PJEP will conduct a post-survey in the near future.

## Implementation Issues

At the end of this quarter, PJEP operated under limited funding due to the partial congressional hold on FY 2011 funds. The total obligated funds for the first two fiscal years of the project was 6 million dollars, contrary to the initially expected 9.5 million. However, in spite of this funding situation, PJEP continued implementing work plan activities by reorganizing and identifying high priority activities.

Should additional funding be obligated, a plan is in place to mobilize activities quickly and continue achieving identified goals. As such, PJEP is maximizing the scope and type of implemented activities, which are designed to support all aspects of the task order. While the funding limitations have affected program flexibility in terms of responding to new opportunities for achieving program goals, PJEP continues providing support in strengthening justice sector institutions and remains prepared to reprogram additional funds should they become available.

## Summary of Proposed Planned Activities for FY12 Quarter 2:

### **Component 1: Enhance accessibility and efficiency of targeted justice sector institutions**

- Upgrade the Dora Conciliation Court, the Tulkrum Court, the Salfit Court, and Hebron Court
- Upgrade the Nablus Civil Judgment Department
- Assist the Ramallah MOJ AD to launch the “One Million Document Project”
- Deliver the IT equipment to the HJC and MOJ
- Conduct “Basic Computer Skills” (ICDL) training for MOJ and HJC staff
- Conduct the English language training graduation ceremony for HJC staff
- Complete the level two English language training for the MOJ staff

### **Component 2: Strengthen capacity and credibility of justice sector professionals**

- Develop the DJS Civil Law course and Penal Law Course
- Conduct the “Judicial Mediation” and the “Insurance Law” training for judges
- Conduct 4 local moot court competitions
- Conduct 1 national moot court competition
- Complete the upgrades to the computer labs for Hebron, Al Ahliya and Al Najah Universities
- Complete the upgrades to the moot court structures for Al Ahliya, Al Najah and Hebron Universities
- Provide law books and legal periodicals to Al Quds, Modern College Hebron, Al Ahliya, and Al Najah Universities
- Provide TOT training for HJC court staff
- Assist the court staff to deliver technical training course
- Provide TOT training HJC and PJI managers
- Conduct training on the Evaluation Manual that was produced by PJEP for PJI and HJC managers
- Assist the HJC and PJI to develop a training assessment report and training plan

### **Component 3: Broaden public awareness of Rule of Law and engagement with justice sector**

- Conclude the MOJ AD campaign
- Conduct the second phase of the radio series outreach campaign
- Continue to implement the Rule of Law grants
- Award two additional grants to CSOs working in the field of media
- Produce and install the informational signage for all West Bank courts
- Assist in producing the 8<sup>th</sup> Edition of the HJC Quarterly Newsletter
- Assist in producing the HJC Annual Report 2011.
- Conduct the “Justice and Media Conference” for HJC and MOJ staff and journalists
- Provide media equipment for the MOJ and HJC
- Assist in building the media capabilities of the HJC and MOJ staff

## PMP indicator update

Level/#	Indicator	Baseline	FY 2012 Target	End of Quarter
<b>Project</b>				
1	Percent of public expressing confidence in the justice system <sup>1</sup>	3.18	3.3	3.18
<b>Component 1</b>				
1.1	No. of USG-assisted courts with improved case management <sup>2</sup>	n/a	n/a	n/a
1.2	Number of legal institutions and associations supported by USG assistance*	0	4	7
1.3	Percent change of justice institution/division users expressing satisfaction in the particular institution or division used*	0	+5%	0
1.4	Number of divisions that receive improvements of equipment, furniture, or refurbishment	0	3	7
1.5	Percent change in number of transactions completed within a specified time	0	+5%	0
<b>Component 2</b>				
2.1	Percent of students from law schools receiving USG assistance participating in practical skills training	0	20%	6%
2.2	Percent of those trained or those who supervisors report that training helped improve how they did their job*	0	20%	0
2.3	Number of new legal courses or curricula developed with USG assistance	0	2	1
2.4	Number of judges and judicial personnel trained with USG Assistance*	0	50	98
2.4(a)	Number of men justice sector personnel that received USG training*	0	30	70
2.4(b)	Number of women justice sector personnel that received USG training*	0	20	36
<b>Component 3</b>				
3.1	Number of justice sector related public outreach activities conducted with USG assistance <sup>3</sup>	n/a	n/a	n/a
3.2	Number of USG-assisted campaigns and programs to enhance public understanding, NGO support and media coverage of judicial independence and accountability *	0	3	2
3.3	Number of CSOs receiving USG Assistance engaged in advocacy interventions*	0	4	4

<sup>1</sup> Baseline number taken from UNDP 2011 survey of public opinion on the justice sector, Table 44, change in rating on a scale of 1 to 5.

<sup>2</sup> Indicator 1.1 will be reported in FY 11 only. Indicator 1.2 will replace indicator 1.1 because indicator 1.2 captures PJEP's activity implementation that will be conducted during the life of the project.

<sup>3</sup> Indicator 3.1 will be reported in FY 11 only. Indicator 3.2 will replace indicator 3.1 because indicator 3.2 is a USAID Operational Indicator and captures PJEP's activity implementation that will be conducted during the life of the project.

Level/#	Indicator	Baseline	FY 2012 Target	End of Quarter
3.4	Number of justice sector materials/publication produced with PJEP support <sup>4</sup>	n/a	n/a	n/a
3.5	Percent of public expressing awareness of the role of the justice system in serving citizens <sup>5</sup>	23.15%	25%	23.15%

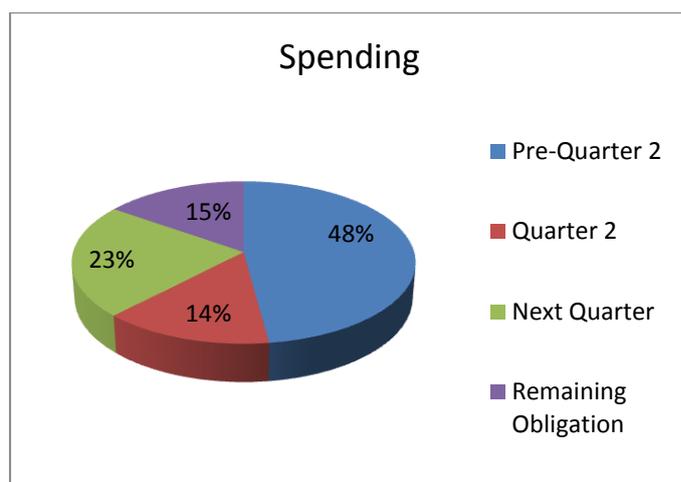
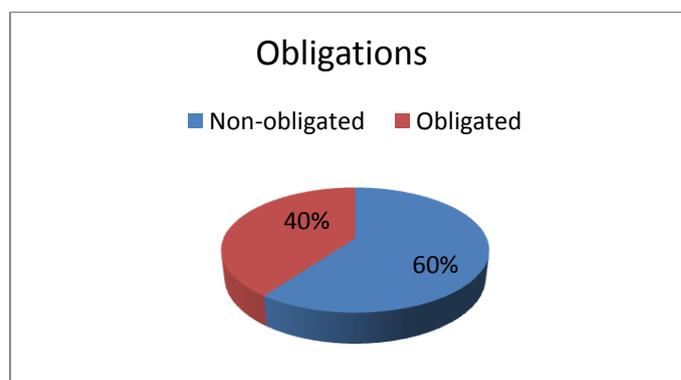
\* = USAID Standard Indicator

## Financial summary

### Spending

Ceiling	Obligated	Cumulative	FY12, Q2	FY12, Q3
\$14,994,749	\$6,000,000	\$ 2,874,536	\$853,912	\$1,361,302

### Obligations



<sup>4</sup> Indicator 3.4 will be reported in FY 11 only. Indicator 3.4 will replace indicator 3.5 because indicator 3.5 captures PJEP's activity implementation that will be conducted during the life of the project.

<sup>5</sup> Baseline number taken from UNDP 2011 public opinion survey on the justice sector, Table 6, average of questions 2 and 6