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MASAQ Rule of Law Project

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JIJ Career Training Program

**USAID Rule of Law Project (MASAQ)
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**Judicial Institute of Jordan
Career Training Program
Mandatory & Elective Courses
Judges and Prosecutors
2008**

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**Judicial Institute of Jordan
Career Training Program
Mandatory & Elective Courses
Judges and Prosecutors
2008**

Background:

The Ministry of Justice requested that the JIJ develop a Career Training Program for judges and prosecutors to be implemented in 2008. In order to develop this Program, extensive research was conducted on international norms, a survey was conducted asking judges and prosecutors throughout Jordan to identify their training needs, and the resulting plan was reviewed by the MOJ, SG, and JIJ Board of Directors.

The plan requires four years of mandatory training for all new judges and prosecutors who are appointed to their positions after January 1, 2007. In addition it requires that all judges and prosecutors appointed prior to January 1, 2007 attend a series of foundation courses over a four year period in order to insure a base line of skills and qualifications for all judges and prosecutors throughout Jordan. Once successfully completed, no judge shall be required to repeat a mandatory course, but may from time to time be required to take courses that will update their knowledge and skills.

Finally, there is a list of elective courses to be offered by the JIJ during the calendar year 2008. Many of these elective courses are offered in conjunction with the international donor community, and reflect the recommendations made by judges and prosecutors in the recent survey.

Mandatory Training

Judges and Prosecutors:

All Jordanian judges and prosecutors will be required to successfully complete a minimum of five (5) days or thirty hours(30) of training offered by the JIJ each calendar year. This is the minimum continuing training requirement, and does not reduce or limit mandatory courses required each year for judges and prosecutors as set forth below. However, mandatory courses may be used to fulfill this minimum training requirement.

Judges and Prosecutors Appointed after January 1, 2007:

Mandatory Courses:

Judges and prosecutors appointed to their positions after January 1, 2007 will be required to successfully complete mandatory courses. These courses are divided into Foundation Courses that focus on basic skills and abilities, and Substantive

Courses that reflect the specific areas of expertise essential to the successful performance of the target audience.

Foundation Courses include:

1. Computer Skills/Mizan/Case Management/Legal Research
2. Ethics
3. Writing Skills
4. Communication Skills
5. Media Relations
6. Leadership

Substantive Courses vary based upon the position held and the skills and knowledge needed by the judge or prosecutor in order to perform their professional responsibilities.

Judges and Prosecutors Appointed Prior to January 1, 2007:

Judges and prosecutors appointed prior to January 1, 2007 will be required to complete over a four year period Foundation Courses designed to insure a base line of skills and abilities for all Jordanian judges and prosecutors. Judges a prosecutors will be required to complete a minimum of 5 days of training each year, some of which will include mandatory Foundation Courses for the years 2008-2011.

Elective Courses

The JIJ will continue to offer elective courses each year. Many of the mandatory courses will be available as elective courses to judges appointed prior to January 1, 2007

SUMMARY OF MANDATORY TRAINING

Judges and Prosecutors Appointed after January 1, 2007

New Judges

Four Years of Mandatory Courses

Years One – Four

2008-2011

Prosecutors Appointed after January 1, 2007

Year	Year One	Year Two	Year Three	Year Four	Total
Number of Hours/days@ 6 hours per day	174 hours 29 days	120 hours 20 days	90 hours 15 days	66 hours 11 days	450 hours 75 days

Conciliation Court Judges Appointed after January 1, 2007

Year	Year One	Year Two	Year Three	Year Four	Total
Number of Hours/days @ 6 hours per day	198 hours 33 days	150 hours 25 days	114 hours 19 days	84 hours 14 days	546 hours 91 days

First Instance Court Judges Appointed after January 1, 2007

Year	Year One	Year Two	Year Three	Year Four	Total
Number of Hours/days @ 6 hours per day	204 hours 34 days	138 hours 23 days	90 hours 15 days	72 hours 12 days	504 hours 84 days

Courts of Appeals Judges Appointed after January 1, 2007

Year	Year One	Year Two	Year Three	Year Four	Total
Number of Hours/days @ 6 hours per day	174 hours 29 days	72 hours 12 days	48 hours 8 days	24 hours 4 days	318 hours 53 days

Prosecutor Training
New Prosecutors
Four Years of Mandatory Courses
Prosecutors Appointed after January 1, 2007
Years One – Four
2008-2011

Foundation Courses:

Course name	Year One Contact Hours	Year Two Contact Hours	Year Three Contact Hours	Year Four Contact Hours	Total Contact Hours
Computer Skills/Mizan/Case Management/Legal Research I, II, III, IV	30	6	6	6	
Ethics I, II, III, IV	12	12	6	6	
Writing & Drafting Documents I, II, III, IV	12	12	12	12	
Communication and Oral Argument Skills I, II, III, IV	12	12	12	12	
Inspection	6				
Media Relations I, II	6	6			
Leadership I, II			6	6	
Total Hours/Days	78 hours 13 days	48 hours 8 days	42 hours 7 days	42 hours 7 days	210hours 35 days

Criminal Law:

Course name	Year One Contact Hours	Year Two Contact Hours	Year Three Contact Hours	Year Four Contact Hours	Total Contact Hours
Principles of Investigation, including the decision of the public prosecution after concluding the	24	12	12	12	

investigation I, II, III, IV					
Relations: Prosecutors, Judges and Law Enforcement I, II, III, IV	12	6	6	6	
Criminal Evidence I, II, III	12	12	12		
New Legislation		6	6	6	
Forensics I, II	12	6			
Juvenile Law & Family Protection	12	6			
Legal Guarantees for preliminary investigation	12	6			
Criminal Intent & Mental Impairment	12				
Medical Liability			12		
International treaties and its relation to national laws		6			
Extradition		6			
Environmental Crimes		6			
Total hours/days	96 hours 16 days	72 hours 12 days	48 hours 8 days	24 hours 4 days	240hours 40 days

**Total Hours Mandatory Training New Prosecutors
Appointed After January 1, 2007**

Year	Year One	Year Two	Year Three	Year Four	Total
Number of Hours/days @ 6 hours per day	174 hours 29 days	120hours 20 days	90 hours 15 days	66 hours 11 days	450 hours 75 days

Conciliation Court Judges Training
New Judges
Fours Years of Mandatory Courses
Conciliation Court Judges Appointed after January 1, 2007
Years One – Four
2008-2011

Foundation Courses:

Course name	Year One Contact Hours	Year Two Contact Hours	Year Three Contact Hours	Year Four Contact Hours	Total Contact Hours
Computer skills/Mizan/Case Management I, II, III, IV	30	6	6	6	
Judicial Writing I, II, III, IV	12	12	12	12	
Judicial Ethics I, II, III, IV	12	12	6	6	
Court Management & Communication Skills I, II, III, IV	18	18	12	12	
Inspection standards	6				
Media Relations	6				
Leadership I, II			12	6	
Total Hours/Days	84 hours 14 days	48 hours 8 days	48 hours 8 days	42 hours 8 days	222 hours 37 days

Criminal Law:

Course name	Year One Contact Hours	Year Two Contact Hours	Year Three Contact Hours	Year Four Contact Hours	Total Contact Hours
Practical Procedures before the Conciliation Court I, II, III, IV	12	12	6	6	
Criminal Evidence I, II, III, IV	6	6	6	6	
New Legislation I, II, III		6	6	6	
Forensics	6				

Juvenile Law and Domestic Violence	6				
Legal Guarantees during investigation	12				
Crimes with Intent & Mental Impairment	12				
Personal right claims		12			
International treaties and its relation to national laws		6			
Extradition		6			
Environmental Crimes		6			
Total Hours/Days	54 hours 9 days	54 hours 9 days	18 hours 3 days	18 hours 3 days	144hours 24 days

Civil Law:

Course name	Year One Contact Hours	Year Two Contact Hours	Year Three Contact Hours	Year Four Contact Hours	Total Contact Hours
Practical Procedures before the Conciliation Court, including Court Management I, II, III, IV	12	12	6	6	
New Legislation I, II, III		6	6	6	
Evidence I, II, III, IV	12	6	6	6	
Conciliation & Mediation I, II	6	6			
Notification & fees I, II	6	6			
Landlord/Tenant	12				
Commercial Paper I, II			12	6	
Intellectual Property (Patents & Trademarks) I, II		12	6		
Interim Judgments	12				
Division of Immovable Property			12		
Total Hours/Days	60 hours 10 days	48 hours 8 days	48 hours 8 days	24 hours 4 days	180 hours 30days

**Total Hours Mandatory Training New Conciliation Court Judges
Appointed After January 1, 2007**

Year	Year One	Year Two	Year Three	Year Four	Total
Number of Hours/days @ 6 hours per day	198 hours 33 days	150 hours 25 days	114 hours 19 days	84 hours 14 days	546 hours 91 days

First Instance Court Judges Training

**Four Years of Mandatory Courses
First Instance Court Judges Appointed After January 1, 2007
Years One – Four
2008-2011**

Foundation Courses:

Course name	Year One Contact Hours	Year Two Contact Hours	Year Three Contact Hours	Year Four Contact Hours	Total Contact Hours
Computer Skills/Mizan/Case Management I, II, III, IV, V	30*	6	6	6	
Judicial Writing I, II, III, IV	12	12	12	12	
Judicial Ethics I, II, III, IV	6	6	6	6	
Court Management & Communication Skills I, II, III, IV	6	6	6	6	
Inspection	6*				
Media Relations I, II	6	6			
Leadership I, II			12	6	
Total Hours/Days	66 Hours 11 Days	36 Hours 6 Days	42 Hours 7 Days	36 Hours 6 Days	180 Hours 30 days

***Waived if judge has previously completed course**

Criminal Law:

Course name	Year One Contact Hours	Year Two Contact Hours	Year Three Contact Hours	Year Four Contact Hours	Total Contact Hours
Practical Procedures before the First Instance Court, including Court Management I, II, III, IV	12	12	6	6	
Criminal Evidence I, II, III, IV	6	6	6	6	
New Legislation		6	6	6	
Environmental Crimes		6			
Juvenile Law and Domestic Violence	6				
Fair Trial Guarantees	12				
Criminal Intent & Mental Impairment	6				
Intellectual Property		6			
Total Hours/Days	84 hours 14 days	54 hours 9 days	30 hours 5 days	18 hours 3 days	186hours 31 days

Civil Law:

Course name	Year One Contact Hours	Year Two Contact Hours	Year Three Contact Hours	Year Four Contact Hours	Total Contact Hours
Practical Procedures before the First Instance Court, including Court Management I, II, III, IV	12	12	6	6	
New Legislation		6	6	6	
Evidence	6				
Experts	6				
Mediation & Case Management Alternatives to Trial	12				
Landlord/Tenant	18				
Intellectual Property		6			
Banking		12			
International Com. Transactions			6		
Medical Liability		6			
International treaties				6	

and its relation to national laws					
Execution of Foreign Judgments		6			
Total Hours/Days	54 hours 9 days	48 hours 8 days	18 hours 3 days	18 hours 3 days	138hours 23Days

**Total Hours Mandatory Training First Instance Court Judges
Appointed After January 1, 2007**

Year	Year One	Year Two	Year Three	Year Four	Total
Number of Hours/days @ 6 hours per day	204 hours 34 days	138 hours 23 days	90 hours 15 days	72 hours 12 days	504 hours 84 days

Court of Appeals Judges Training

**Four Years of Mandatory Courses
Court of Appeals Judges Appointed after January 1, 2007
Years One – Four
2008-2011**

Foundation Courses:

Course name	Year One Contact Hours	Year Two Contact Hours	Year Three Contact Hours	Year Four Contact Hours	Total Contact Hours
Computer Skills/Mizan/Case Management/Legal Research	12				
Judicial Writing I, II, III	24	12	12		
Judicial Ethics I, II, III	18	6	6		
Communication Skills I, II, III	12	6	6		
Media Relations I, II, III, IV	6	6	6	6	
Leadership I, II			18	18	
Total Hours/Days	72 hours 12 days	30 hours 5 days	48 hours 8 days	24 hours 4 days	174hours 29 days

Law:

Course name	Year One Contact Hours	Year Two Contact Hours	Year Three Contact Hours	Year Four Contact Hours	Total Contact Hours
Interim Judgments I, II	12	6			
Intellectual Property	6				
Expert Testimony & Reports I, II	6	6			
International treaties and its relation to national laws	6				
Environmental Law		6			
Banking I, II	18	6			
International Commercial Transactions I, II	12	6			
Arbitration I, II	18	6			
Financial Papers I, II	18	6			
Juvenile Law & Domestic Violence	6				
Total Hours/Days	102 hours 17 days	42 hours 7 days			144Hours 24 days

**Total Hours Mandatory Training Court of Appeals Judges
Appointed after January 1, 2007**

Year	Year One	Year Two	Year Three	Year Four	Total
Number of Hours/Days @ 6 hours per day	174hours 29 days	72 hours 12 days	48 hours 8 days	24 hours 4 days	318 hours 53 days

Prosecutor Training
Prosecutors Appointed Prior to January 1, 2007
Mandatory Minimum Training Five (5) Days Each Year

Seven Foundation Courses to be Completed in Four Years
2008 – 2011

Foundation Courses: Prosecutors may choose from available Foundation Courses each year, but all courses listed below must be completed prior to December 31, 2011. The remaining mandatory hours may be selected from elective courses.

Course name	2008-2011 Contact Hours
Computer Skills/Mizan/Case Management	12
Writing & Drafting Documents	12
Judicial Ethics	12
Communication & Oral Argument Skills	12
Inspection	6
Media Relations	6
Leadership	6
Total Hours/Days To be completed prior to December 31, 2011	66 Hours 11 Days

Judges

Judges Appointed Prior to January 1, 2007 Mandatory Minimum Training Five (5) Days Each Year

Seven Foundation Courses to be Completed in Four Years 2008 – 2011

Foundation Courses: Judges may choose from available courses each year, but all courses must be completed prior to December 31, 2011. The remaining mandatory hours may be selected from elective courses.

Course name	2008-2011 Contact Hours
Computer Skills/Mizan/Case Management	12
Judicial Writing	12
Judicial Ethics	12
Court Management & Communication Skills	12
Inspection	6
Media Relations	6
Leadership	6
Total Hours/Days To be completed prior to December 31, 2011	66Hours 11 Days

Elective Courses

Each year the JIJ will offer elective courses that are voluntary. All courses will not be offered every year, and the selection will vary. Courses found in the mandatory offerings may be available as electives on a space available basis. Additional courses may be added based upon the needs of the judiciary, funding and faculty resources.

Examples of elective courses that may be offered at the JIJ:

Intellectual Property
Money Laundering
Commercial Paper
Bankruptcy
Computer Crimes
Technical Experts: Economic Crimes
Labor Law
Construction Law
Insurance Law
Social Security Tax
International Human Rights
International Private Law
Jurisprudence of Equity
Victims Rights
Sentencing
Judicial Supervision of Juvenile Institutions
Closed Circuit Television in Trial
Criteria for evaluation of Civil Compensation
Judicial Supervision of Rehabilitation Centers
Analyzing Court Statistics
Tax
Case Joinder Requests
Legislation Regarding Jordanian Bar Association

Computer and Language Courses JIJ

Course Name
English Language (Beginner/Int./Adv.)
French Language (Beginner/Int./Adv.)
Computer Skills (Intermediate/Adv.)
Legal Research using Computers (Beginner/Int./Adv.)