

Summary
President of the National Office for the Judiciary (NOJ)
Annual report 2012

Abjudicative activities of the judicial organization

Main achievements of NOJ in 2012 with regard to the aims of the president of NOJ to ensure the fulfilment of the constitutional responsibilities of judiciaries, the timely and high-quality adjudication of independent judges, and the optimal distribution and utilization of human resources:

Achievements:

- Plan for workload measurement
- Construction of case cadastre
- Creation of an activity map
- Renewal of the collection and analysis of case load data
- New structure and access to case load analyses
- Feedbacks on statistical data and the conclusions of the analyses
- Collection and publication of best practices in case management and procedural rules
- Construction and development of electronic procedures and case management

Future aims and tasks:

- reducing the regional differences with regard to the average time to close a case, improvement of timeliness
- constructing a better case management category system in order to comply more efficiently with the needs of statistical data collection and workload measurement
- renewing and computerizing the system of statistical analyses that help the administrative decision-making
- further reducing the administrative case load of the judges with the expansion of the competences of assistant judges and administrators as well as with the publication of best practices
- computerizing the case management processes

Notes:

Operation of the judicial organization

Administration of the judicial organization

Main achievements of NOJ in 2012 with regard to the aims of the president of NOJ to ensure the fulfilment of the constitutional responsibilities of judiciaries, the timely and high-quality adjudication of independent judges:

Achievements:

- Preparation of the changes in 2013 in the judicial organization based on thorough and broad data collection
- Renewal of the the judicial administration (review of earlier regulations, recommendations of the National Council of Justice; construction or preparation of new regulations in new areas where it was needed; creation of uniform rules on the bases of principles)
- New central administrative methods: establishment of working groups in prioritized topics; appointment to central administrative tasks, broad data and opinion collection and feedback

Future aims and tasks:

- reviewing all the earlier regulations
- beginning the overall and scheduled monitoring of presidents of general courts and general courts of appeal
- recommending methods for the evaluation of judges and assistant judges
- recommending methods to monitor the timeliness of the adjudicative activities
- computerizing the administrative tasks and monitoring
- reviewing the efficiency of smaller courts, to ensure the access to courts irrespective of town size
- renewing the internal and external websites of the courts in order to ensure internal and external publicity

Notes:

Legislative background of the judicial organization

Main achievements of NOJ in 2012 with regard to the aims of the president of NOJ to ensure the fulfilment of the constitutional responsibilities of judiciaries, the timely and high-quality adjudication of independent judges:

Achievements:

- Broadening the competences of assistant judges in order to ensure timely adjudication and proportionate workload for judges;
- Legislation aiming at workload redistribution in order to achieve optimal resource distribution
- Introduction of court mediation
- Establishment of the bases of electronic case management
- Reform of legal opinion-making and the methods of initiations

Future aims and tasks:

- creating legal proposals with regard to child-centered justice
- making further legal proposals to emphasize the mediation process
- participating in the codification of the Code of Civil and Criminal Procedure
- participating in making law amendments that are necessary for enhancing electronic procedures
- making proposals to facilitate court procedures and cost efficiency of case management
- creating a legal opinion-making network, an expert basis within the judicial organization
- initiating law amendments in order to ensure simple access to courts
- initiating law amendments to enhance the integrity of the judicial organization
- revising the career cycle for judges and judicial staff

Notes:

Human resources of the judicial organization

Main achievements of NOJ in 2012 with regard to the optimal distribution and utilization of human resources:

Achievements

- Observance of the national case load and the human resources of the courts
- Statistical verification of applications for judge positions
- Distribution of extra assistant judge and judicial staff numbers with regard to year 2012
- Enhancement of further employment or substitution of judges retired in 2012
- Establishment of working groups

Future aims and tasks:

- revising the registration of judicial jobs
- assessing the proportion number with regard to judges, as well as notaries and court clerks who directly help the judge, to rationalize the distribution of staff
- evaluating the efficiency of the number of staff and employment with regard to assistant judges and court staff in terms of distribution of judge positions
- making proposals with regard to the possible amendments on acts on legal status or other regulations on the basis of the experience of the past year

Notes:

Training

Main achievements of NOJ in 2012 with regard to the strategic aims of the president of NOJ to ensure the development of the training system as well as the co-operation with other legal professions:

Achievements

- the infrastructure of the Hungarian Academy of Justice (HAJ) remained within the judicial organization
- introduction of new trainings
- increasing the number of trainings, trainers and the training participants
- access to HAJ for other legal professions
- preparation of the new judicial training concept, the establishment of the new strategy of HAJ

Future aims and tasks:

- creating a new training concept
- preparing the rules of the compulsory training
- beginning a joint central training for trainee judges and trainee prosecutors
- modifying the application system for trainee judges
- organising HAJ trainings at general courts and general courts of appeal
- creating an expert database
- making a judge manual series
- renewing the website
- starting a scientific journal

Notes:

Integrity of the judicial organization

Main achievements of NOJ in 2012 with regard to the integrity of the judicial organization, the transparency of the adjudicative and administrative work, and the reliability and monitoring of the latter

Achievements:

- emphasis on the transparency of the adjudicative and administrative work
- start of the monitoring of network, equipment and data security in order to minimize the residual risks
- review of the security status of the court buildings, to prepare initiatives to enhance security

Future aims and tasks:

- creating a new code of ethics
- establishing the network, equipment and data security on an appropriate level
- inncreasing the security of court buildings
- making a methodical recommendation for case distribution and case order

Notes:

Communication of the judicial organization

Main achievements of NOJ in 2012 with regard to the integrity of the judicial organization and access to courts:

Achievements:

- development of the central judicial website (www.birosag.hu)
- preparation for the development of the central intranet system
- competition to create image
- development of the court spokesman system
- new communication tools
- publication of the first book of the series about artworks of judges

Future aims and tasks:

- creating the central intranet webpage of the courts
- renewing the internet and intranet pages of the courts
- establishing the concept of the act on judicial disclosure and initiating the creation of the act
- renewing the publication order of public data
- improving the network of court spokesmen, trainings
- improving the communication unit within NOJ

Notes:

IT status of the judicial organization

Main achievements of NOJ in 2012 with regard to the integrity of the judicial organization and simple access to courts:

Achievements:

Main achievements of NOJ in terms of IT:

I. With regard to the provision of material conditions as well as their optimal distribution and utilization:

- operating and monitoring central systems
- operating and monitoring the national IT network
- transfer to the National Telecommunications Backbone
- procurement of IT equipment (total value: 494 million HUF)
- provision of IT conditions with regard to the establishment of administrative and labour courts
- provision of IT equipment for the new building of Sopron town court
- renewal of all company court e-file authenticity
- installation and, operation of the 'Transactional Modul' delivered in the framework of the project entitled 'Modernisation of the Creation and Registration of Civil Organizations as well as the Bankruptcy and Liquidation processes' and the implementation of procured IT equipment
- Distribution and installation of the equipment procured within the project entitled 'Computerization of Customer Service in Certain Court Processes'
- operation of the program facilitating the appointment of liquidators, co-ordination of its development
- transfer of the national digital signature system to SHA algorithm
- preparation of the IT side of the Swiss Hungarian Cooperation Programme
- preparation of the project entitled 'Developments in the Judicial Integrated IT System and Management IT System Originating from the Changes in Regulations with regard to the Judicial Organization'

II. With regard to the optimal distribution and utilization of human resources:

- IT preparation of the project entitled 'Facilitation of Electronic Services and Optimization of Human Resources in order to Improve Timely Adjudication'

III. With regard to the integrity of the judicial organization, transparency of the adjudicative and administrative work, and the reliability and monitoring of the latter:

- preparation of the structural, security, legislative and operational renewal of the information system

IV. With regard to simple access to courts:

- renewal of the central website of courts
- planning, improvement and operation of a system that registers and publishes the announcement notes on the website
- planning, developing and operating an application that facilitates the publication of the reports of civil organizations
- operating the registry of anonymized decisions

V. With regard to the development of the training system, co-operation of the other legal professions:

- continuous organization of IT trainings for users and administrators
- preparation of a co-operation agreement with Eötvös Loránd University

Future aims and tasks:

I. With regard to material conditions and their optimal distribution and utilization:

- operating and monitoring central systems
- operating and monitoring the national IT network
- providing the IT conditions for construction investments that are under preparation
- modernizing the server cluster for district courts, general courts, general courts of appeal and the curia
- procuring and distributing the IT equipment in the framework of the project entitled 'Developments in the Judicial Integrated IT System and Management IT System Originating from the Changes in Regulations with regard to the Judicial Organization'
- procuring and distributing the IT equipment within the framework of the project entitled 'Facilitation of Electronic Services and Optimization of Human Resources in order to Improve Timely Abjudication''
- procuring and distributing the IT equipment of the Swiss-Hungarian Cooperation Programme

II. With regard to the optimal distribution and utilization of human resources:

- IT support for the renewal of the registry of judge positions
- renewing the collection and analysis of case load data
- IT support for facilitating work from home for judges and judicial staff

III. With regard to the integrity of the judicial organization, transparency of the abjudicative and administrative work, and the reliability and monitoring of the latter:

- renewing the information system on structural, security, regulatory and operational levels

IV. With regard to simple access to courts:

- providing IT support for all the courts in terms of the external (internet) and internal (intranet) communication
- renewing the central internal (intranet) communication of courts
- providing the conditions for electronic case management, creating and developing electronic court processes

V. With regard to the development of the training system, co-operation of the other legal professions:

- renewing the IT registry of the training system
- preparing the co-operation agreement with Budapest University of Technology and Economics

Notes:

Buildings of the judicial organisation

Main achievements of NOJ in 2012 with regard to equipment and their optimal allocation and utilization:

Achievements:

- enhancement of financial resources for the planned renewal and renovation of the technical condition of the buildings
- handover of the building of the Sopron District Court
- renovation and accessibility of court buildings and
- transfer of possession of the buildings of Budapest Environs Regional Court and Budapest Capital Regional Court
- preparation of the resettlement of the Curia
- comprehensive technical inspection of the court buildings.

Future aims and tasks:

- establishment of a new computer registry of the court real estates
- planned and timed renewal and maintenance of court buildings
- rental refinancing
- resettlement of court and prosecution joint usage with agreements
- adjustment of court buildings modern to energetic needs
- the most common problem of the old buildings is the humidity of walls due to old and insufficient insulation; to solve this exigent problem, a conference with the participation of professionals is planned
- a new model of a customer service centre has been developed in the new building complex of the Budapest Environs Regional Court fully utilising technical possibilities meeting the requirements of the 21st century
- a conference is planned with the participation of renown architects and the Chamber of Hungarian Architects to elaborate new recommendations and standards with regard to the changes of jurisdiction and court practice
- we suggest student assignments for the Department of Architecture and Engineering of the Budapest University of Technology in the framework of the building digitalisation cooperation project in order to consider their findings and conclusions

Economic management of the judicial organisation

Main achievements of NOJ in 2012 with regard to the aims of the president of NOJ to ensure the fulfilment of the constitutional responsibilities of judiciaries, the timely and high-quality adjudication of independent judges:

Achievements

- Collection and dissemination of good practices with regard to thrift
- Preparation of a study investigating more effective management and possible changes in the economic structure
- Survey of regular and non-regular personal allowances
- Steps toward the establishment of a new unified economic management regulation (Economy, wage and staff management working group)
- Introduction of the institution of budgetary negotiations (participation at government budgetary sessions, etc.)
- Securing extra resources for 2013.
- Establishing the handbook of internal controlling

Future aims and tasks:

- Providing sources for basic court tasks, maintaining the solvency of institutions and intervention into institutional processes when necessary;
- Reducing underfunding of purchase of goods in institutional budget
- Enhancing the personal allowances for judicial staff
- chapter appropriation investments: rebuilding of Budapest Environs Regional Court, building of Debrecen District Court, enhancing the area rented by the Miskolc Regional Court, monitoring the rebuilding of Szeged Regional Court.
- Establishing archiving for special modules introduced in 2006 (proceeds, deposit, exhibit), developing the concept
- Joining the central wage accounting system, developing the work schedule
- Monitoring the legislative changes from 1 January 2014 with regard to institutional accounting systems, preparation for the modifications of accounting.
- Usage of central server in order to realise the unified chapter concepts during the usage of GIIR system
- Establishing the management information system within the GIIR system, introducing the controlling system
- Establishment and strengthening of the system of central management and supervision
- Providing the technical and personnel requirements of planned economic management

- Distribution of thrift measures and good practices within the judiciary organisation
- Identification and analysis of adjudication and its direct costs

Notes:

European Union programs and tenders

Main achievements of NOJ in 2012 with regard to the aims of the president of NOJ to ensure the fulfilment of the constitutional responsibilities of judiciaries, the timely and high-quality adjudication of independent judges, and the optimal distribution and utilization of human resources; provision of material conditions as well as their optimal distribution and utilization as well as the development of the training system:

Achievements:

- The Government endorsed the preparation of two court IT projects of 890 million HUF total
- The development assigned by the project “Client Relations” of 400 million HUF total has been finished.
- There has been a purchase of IT equipment of 320 million HUF in the ongoing “Bankruptcy-Civil” project of 990 million HUF total; and the IT development schedule starting in 2008 has been remodelled.
- Preparation of the expenditures of 1.2 billion HUF in the framework of the Swiss Contribution Program on security and IT equipment.
- Preparation of the training project of 120 million HUF for training material and training with regard to the Fundamental Law, Act on the Organisation and Administration of Courts, Act on the Legal Status and Remuneration of Judges, Act on the Status of Judicial Staff, Labour Code and Misdemeanour Act.
- Successful tenders on the elaboration of the institutional strategy of the Hungarian Academy of Justice, and support of similar tenders of the Curia and the Miskolc Regional Court.
- Ongoing programs of resettlement and refugees, starting of new tenders.

Future aims and tasks:

- Securing contract fulfilment during the maintenance period of the finished projects
- Administrative closing of the “Client Relations” project and the project financed by the “Kosovo Fact-Finding Mission”
- Securing the realisation of the “Bankruptcy-Civil” project, the project financed by the Swiss Contribution, as well as the training, strategic and refugee projects.
- Compiling the tender package and creating the conditions of the realisation of the 890 million HUF IT project
- Nation-wide training of the new Civil Code from EU funds
- Creating the financial means for the establishment of the “remote desk” and “videoconference” systems

- Starting the energy efficient investments of the courts
- Active participation in the planning of EU 2014-2020 program period aiming at interest enforcement of the judiciary

Notes:

International relations of the judicial organisation

Main achievements of NOJ in the field of international relations in 2012 with regard to the strategic aims of the president of NOJ to ensure the development of the education system as well as the co-operation with other legal professions:

Achievements:

Development of internal relations:

- Establishment of a new order of information towards the central administration within the independent bilateral relations of the courts;
- Supporting the participation of judges and judicial staff at international events and seminars, as well as creating the new concept of the knowledge-feedback system;
- Creating and preparing the concept of an international professional knowledge database;
- Enhancing the accessibility of the comprehension of EU legislation; preparing the new NOJ presidential regulation concerning the experts
- Creating the international interface of the central judicial homepage;

Development of external relations:

- New memberships or representations in international organisations (European Association of Labour Court Judges, Academy of European Law, Hague Conference on Private International Law);
- New judicial professional partaking in the international crisis management missions (EUJUST LEX Rule of Law Mission for Iraq)

Future aims and tasks:

- starting the international interface of the central intranet website
- creating an international knowledge base
- placing the operation of the expert network on new foundations

Notes:

Internal Operation of the National Office for the Judiciary

Activities of the president of NOJ

Achievements:

Main achievements of NOJ in 2012

- strategic aims have been determined
- operational and pro-active decision-making
- improving the role of publicity
- contacting partner organisations in order to facilitate more effective operation

Future aims and tasks:

- focusing on the strategic aims during the preparation and implementation of all the central administrative tasks
- ensuring that the judicial organization receives all the information relevant to the adjudicative activity and that it is able to participate in related meetings by contacting partner organizations
- further developing the publicity and transparency of the judicial administration

The organization of NOJ

Main achievements of NOJ in 2012 with regard to the aims of the president of NOJ:

Achievements:

- completing professional tasks originating from central administration
- introduction of new work methods to fulfil new requirements
- activating internal resources as well as involving external resources for efficient task management
- involving the knowledge and experience that accumulated in the judicial organization into the central administration

Future aims and tasks:

- restructuring the organization of the office for more efficient operation
- creating a case management system within the office
- renewal of document management of the office
- training office staff, providing court practice for them
- temporary appointment of judges, assistant judges and trainee judges to the office
- improving communication within the office (e.g. website)
- optimizing the placement of office units in the buildings

Supervision over the president of NOJ

Main achievements of NOJ in 2012 with regard to the strategic aims of the integrity of the judicial organization, the transparency of the adjudicative and administrative work, and the reliability and monitoring of the latter:

Achievements:

- providing technical background for the election of the National Judicial Council (NJC)
- facilitating the efficient work and controlling activities of NJC
- establishment of the NJC office to enhance the preparation of the decisions of NJC

Future aims and tasks:

- restructuring the organization of the office for more efficient operation
- creating a case management system within the office
- renewal of document management of the office
- training office staff, providing court practice for them
- temporary appointment of judges, assistant judges and trainee judges to the office
- improving communication within the office (e.g. website)
- optimizing the placement of office units in the buildings

Notes:
