

THE SUMMARY OF THE REPORT OF THE NATIONAL COURTS ADMINISTRATION FOR 2009

One of the fundamental principles of democratic and judicial state – the principle of separation of powers, which is settled in the 5th article of Constitution of the Republic of Lithuania and properly is implemented just with the other essential principle of a democratic state power in organizational structure – the independency of courts and judges. Independence of courts determines organizational self-sufficiency which is implemented through self-governance of court.

On the 1st of May 2002 the Law on the National Courts Administration was signed and under this law National Courts Administration (hereinafter referred to as the Administration) was established and started its activities with the mission - comprehensively ensure the fluent work of the courts and the self-governance institutions, strengthen the national courts system and improve the working conditions of the courts.

The Administration shall follow in its activities the Constitution of the Republic of Lithuania, the Law on Courts, the Law on the National Courts Administration, Statute of the National Courts Administration and other legal acts. Special legal acts define status, purpose and capacity of the National Courts Administration. Statute of National Courts Administration regulates structure, objectives, rights, functions and work organization of Administration.

The main activity spheres of the National Courts Administration:

- Help to secure the independence of courts and judges, courts' organisational autonomy;
- Upon its competence to ensure the close interrelations among courts and institutions of self-governance of courts;
- Help institutions of self-governance of courts to implement the assigned functions;
- Upon its competence to secure the fluent formation of the judiciary;

- Organise and ensure a centralized system of material-technical supply to courts;
- Ensure the award of the judicial retirement pensions;
- In order to ensure effective and rational management and use of state finances, it organise the implementation of the draft state budget, estimate drafts of the programmes and investment programmes of courts;
- Form and implement the strategy of common court information system;
- Aim for the effective functioning of the judicial system of the Republic of Lithuania;
- Conduct the internal audit in courts of the Republic of Lithuania

Activity of Administration which acts for eight years was influenced by changes of internal and external factors. In 2009 January 1st the Administration from the Ministry of Justice took over management of investments related to informational technologies of courts and administrative funds of informational technologies of courts after adjustment law of the law on the National Courts Administration and the adjustment the law on Courts law came into force. After becoming a competent owner of the informational system of courts LITEKO the main attention was dedicated for creation and introduction of models related to allocation of cases to judges, automotive issue of court order, registration of pretrial process documents as well as pretrial actions of judges. Also the Administration as administrator and keeper of informational system of courts initiated development project of LITEKO. Package of electronic services – eTeismas – would be implemented with this project and would create conditions for inhabitants

and business to accomplish actions electronically in order to implement process rights and duties.

Administration, according to the present public confidence to the courts system, initiatives of the President of the Republic, the Judicial Council and courts, assumed measures which effectively would increase publicity of courts activities and would improve public confidence. In order to implement this objective communication strategy of Lithuanian courts system was created and communication division in the Administration was established. The main task of this division is to form strategy of the courts system image, develop informative and educative activities, coordinate activities of courts public relations, assure right of the society to receive comprehensive information about activities of the Administration, self-governance institutions and courts.

In order to analyze and improve work conditions of the courts 28 visits of employees of the Administration to courts were organized and implemented in 2009. During these visits the organizational and administrative problems of courts were discussed and have been taken measures to solve these problems. Administration cooperated with the other institutions, participated in the meetings regarding improvement of courts and courts self-governance activities, as well according to the capacity remarks and suggestions regarding projects of legal acts were provided.

After the increased number of the Administration functions very important meaning to the implementation of these functions belongs to financial resources. Although amount of new and expanded activities of Administration significantly increased, while doing allocation of state finances for 2009 it was not taken into consideration. Assignment of the budget was reduced for Administration, courts, as well as for all budgetary institutions because of the economic crisis. Considering this situation analysis of environment influence to the Administration and courts activities was performed and decisions were taken how the financial and human resources can be used in order to achieve settled goals.

The Judicial Council and the Public Procurement Office approved that the Administration centrally may implement public procurements for purchase of commodity and services needed for proper courts working. This way of procurement allows saving of human and financial resources, rationally and efficiently use finances of the state budget.

Administration, having in mind difficult economic situation of the country and reduced assignments of the institution as well try to assure implementation of functions, assumed appropriate actions: because of the underfunding categories of many public servants were reduced, 7 employees had been fired, documents of some categories are sent by email and the other expenditures was pared-down.

In 2009 Administration under priority 4 "Fostering administrative competences and increasing efficiency of public administration" of Operational Programme for the Development of Human Resources for 2007–2013 prepared applications for 3 projects. By these projects the Administration will contribute to the development of human resources, strengthen of administrative competences, creation of Knowledge Society, use of the innovative information technologies, increasing effectiveness of activities in Lithuanian courts and Administration. Furthermore applications for the projects were prepared because of the lack of financial opportunities to assure increase of employees' competences and development of information technologies in the court system.

In 2010 Administration in order effectively implement its functions is going to look for modern ways of solutions which will help to improve the activity of courts, self-governance institutions and Administration.

Underlying trends of activities for 2010:

- improve installation of information technologies in order secure flexible and safe information structure which would provide conditions for better and

rational use of the processes;

- contribute to the systematic improvement of administrative and organizational work of courts in order to create qualitatively new culture of the court administration;
- to take measures which allow to attract financial resources that courts would be equipped with commodity and services and strain after rational saving which would assure more effective use of the financial resources belonging to the Administration and courts;
- contribute to enhance public confidence about courts;
- increase the cooperation between courts, self-governance institutions and the Administration;
- expand international cooperation and absorb good practice of the other countries;
- improve personnel management policy of the Administration and courts.